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1	EDUCATION AND CHILDREN'S SERVICES COMMITTEE BUSINESS PLANNER The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting for the calendar year.								
2	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
3	20 February 2024								
4	Autumn in the City	E&CS 23/05/23 - to instruct the Chief Officer – Education to report to Committee on the impact of the summer, autumn (2023) and spring (2024) programmes following delivery.		Sharon Skene	Education	Children's and Family Services	1.1.1		
5	School Holiday Pattern	To seek approval of the school holiday pattern to 2030		Caroline Johnstone	Education	Children's and Family Services	1.1.1		
6	National Delivery Framework for School Age Children	EC&S 24/01/23 - to instruct the Chief Education Officer to report on the National Delivery Framework for School Age Childcare and local delivery plans in 2023		Louise Beaton	Education	Integrated Children's and Family Services	1.1.1		
7	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data and Insights	Commissioning	1.1.3		
8	Secure Care Pathway Review Inspection	E&CS 08/11/22 - to note the 'Secure Care Pathway Review' thematic inspection currently being undertaken by the Care Inspectorate and instruct the Chief Social Work Officer to report back to committee on the findings of the inspection when it is published in Autumn 2023 and learning for Aberdeen City		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.1		
9	Autism Strategy and Action Plan	ODC 17/01/19 - To instruct that annual reports be submitted on the progress of implementation of the Action Plan. Reported 5 March 2020 and will then be annually, however 2021 was delayed to May due to pandemic impact. Was reported to former Operational Delivery Committee on 31 August 2022, thereafter annually.		Jenny Rae	Health and Social Care Partnership	Health and Social Care Partnership	GD 8.1	D	Updated guidance is still awaited from Scottish Government therefore the report will be presented to a future meeting. A service update will be provided in the interim
10	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required		Shona Milne	Education	Children's and Family Services	1.1.6		
11	Northfield ASG Primary Schools Excess Capacity	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for reducing the number of primary schools in the Northfield ASG, in order to minimise excess pupil capacity, and to report back to the Education and Children's Services Committee with recommendations as appropriate. E&CS 08/11/22 - to note that the approved motion in September 2022 included an instruction to officers to report on the feasibility study to identify options for reducing the number of primary schools in the Northfield ASG and Oldmachar ASG areas and to agree that officers should fully explore and exhaust all options in order to avoid any such school closures where possible.		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.2		
12	Update on Reinforced Autoclaved Aerated Concrete (RAAC) in School Buildings	Council 11/09/23 - amongst other decisions, (i) agrees that costed proposals will be considered within the ongoing School Estate Plan to address the presence of RAAC in city schools; (ii) instructs the Chief Officer - Corporate Landlord to issue regular service updates; and (iii) instructs the Chief Officer - Corporate Landlord to report to the Education and Children's Services Committee on the outcome of inspections and identified risks.		Andrew Jones	Corporate Landlord	Resources	1.1.1		

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2	Collaborative Improvement	To present an update to Committee		Shona Milne	Education	Children's and Family Services	1.1.1		
13	Bairns Hoose	E&CS 12/09/23 - to instruct the Chief Officer – Integrated Children's and Family Services/Chief Social Work Officer to provide a service update in early 2024 on the outcome of the Pathfinder application and progress to develop Aberdeen City's Bairns Hoose. E&CS 21/11/23 - to note that officers would arrange a workshop and a site visit around the time of the Bairns Hoose report being presented to Committee in February 2024		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.1		
14	School Estate Plan Revised Timeline	To present a report on the re-ordering of the school estate		Andrew Jones	Corporate Landlord	Resource	1.1.1, 1.1.5, 1.3		
15	Education and Children's Services reforms	A standing item if required - To provide Committee with an update E&CS 24/01/23 - to instruct the Chief Education Officer to update Committee on further developments within one calendar year or earlier if on-going education reform triggered a change in the current operating model		Eleanor Sheppard	Children's and Family Services	Children's and Family Services	1.1.1/2.1	R	This is a standing item and there is no report required this cycle
16	Integrated Children's Services Plan - Annual Update	E&CS 21/03/23 - to instruct the Interim Director Children's and Family Services to ensure that yearly progress reports are presented to Committee & thereafter for approval by the Community Planning Management Board over the lifetime of the Plan; and in relation to the action to improve breastfeeding initiation from 20 to 30% in targeted communities (Sheddocksley, Summerhill and Mastrick) and decrease drop off at 6-8 weeks, to note that officers could include further detail around this in the next report. E&CS 04/07/23 - to instruct the Interim Director Children's and Family Services to report progress in developing a Family Support Model and progress on the impact of delivering improved multi-agency support to Kinship Carers through the Children's Services Plan annual progress report. E&CS 21/11/23 - in relation to page 459 of the report and the statement around consideration being given as to how best to make clear the offer to families given the varied range of provisions available through the Pupil Equity Funding resource, to note that officers would provide an update on this in the Integrated Children's Services Plan - Annual Update report due to Committee in April 2024	Moved from April 2024 meeting	Eleanor Sheppard	Education/ICFS	Children's and Family Services	1.1.1		
17	Provision for Unaccompanied Asylum-Seeking Children and Young People (UASYP)	To provide assurance to members on Aberdeen City's response to support and protect UASYP transferred to Aberdeen City via the National Transfer Scheme in addition to UASYP who arrive spontaneously.		Alison McAlpine	Integrated Children's and Family Services	Children's and Family Services	2.1.1		
18	30 April 2024								
19	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required		Shona Milne	Education	Children's and Family Services	1.1.6		
20		To include the update on Northfield Academy							

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2	Approaches to Quality Improvement	E&CS 04/07/23 - to instruct the Chief Officer - Education to review the impact of the arrangements on evaluations of core Quality Indicators over school session 2023/24, amending approaches as required, and report back to Committee in advance of the 2024/25 school session		Shona Milne	Education	Children's and Family Services	1.1.1		
38									
39	17 September 2024								
40	Grandhome / Oldmachar / Bridge of Don Secondary Provision - Outline Business Case (NA1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for reducing the predicted long term excess secondary school capacity in Grandhome, Oldmachar and Bridge of Don, and report back with an outline business case for consideration by the Education and Children's Services Committee	Autumn/Winter 2024 - may be November	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
41	Hazlehead / Countesswells Secondary Provision - Outline Business Case (Rec HH1)	E&CS 21/11/23 - to note the recommended option within the Outline Business Case and instruct the Chief Officer - Corporate Landlord to carry out a statutory public consultation on the proposal to establish a new campus on the Hazlehead Academy playing fields and on proposed changes to the existing Countesswells and Hazlehead secondary school catchment areas, to create a new catchment area which would be served by the proposed new school provision; and to instruct the Chief Officer – Corporate Landlord to report back to the Committee on the outcomes of the consultation at its next available meeting following the conclusion of the consultation process, in July 2024		Maria Thies	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
42	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data and Insights	Commissioning	1.1.3		
43	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required To include the update on Northfield Academy		Shona Milne	Education	Children's and Family Services	1.1.6		
44	Denominational Primary Schools Feasibility - Outline Business Case (Rec RC1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for ensuring appropriate and sustainable long term denominational primary school provision for the city to meet forecast demand, and report back to the Education and Children's Services Committee with recommendations.	Autumn/Winter 2024 - may be November	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
45	Riverbank School Excess Capacity - Options Appraisal (S1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to carry out an options appraisal on potential uses of the additional capacity to be provided by the new school at Tillydrone, and to report back to the Education and Children's Services Committee with recommendations as appropriate	The options appraisal is scheduled to be carried out in Winter 2023/24	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
46	School Estate Plan - Victorian Schools - feasibility study & options appraisal (CA1)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and options appraisal to improve the suitability, accessibility and capacity levels of Victorian schools within Aberdeen City, and to report back to the Education and Children's Services Committee with recommendations and estimated costs.	Autumn/Winter 2024	Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		

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55	Education and Children's Services reforms	A standing item if required - To provide Committee with an update		Eleanor Sheppard	Children's and Family Services	Children's and Family Services	1.1.1/2.1		
56	Bucksburn & Dyce Secondary Provision - Outline Business Case (NA2)	EODC 08/09/22 - to instruct the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for ensuring appropriate long term secondary school provision for Bucksburn and Dyce, and report back with an outline business case for consideration by the Education and Children's Services Committee		Andrew Jones	Corporate Landlord	Resources	1.1.1, 1.1.5, 1.3		
57	26 November 2024								
58	Education and Children's Services reforms	A standing item if required - To provide Committee with an update		Eleanor Sheppard	Children's and Family Services	Children's and Family Services	1.1.1/2.1		
59	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data and Insights	Commissioning	1.1.3		
60	Child Protection Committee Annual Report	E&CS 21/11/23 - to instruct the Chief Social Work Officer to provide Committee with a further report in November 2024 detailing the continuing impact and effectiveness of partnership work in relation to child protection		Amy Anderson	Integrated Children's and Family Services	Children's and Family Services	2.1		
61	Keeping the Promise	E&CS 21/11/23 - to instruct the Chief Officer – Integrated Children's and Family Services to provide a progress report in Autumn 2024 in relation to the partnership's implementation of Plan 21-24 and subsequent Promise plans		Amy Evans	Integrated Children's and Family Services	Children's and Family Services	2.1		
62	Inspection Reporting	A standing item to report on the outcome of Early Learning and Childcare and school inspections and any changes in the approach of inspection agencies if required		Shona Milne	Education	Children's and Family Services	1.1.6		
63	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Education	Children's and Family Services	1.1.4		
64	Chief Social Work Officer Annual Report	To present the Chief Social Work Officer annual report.		Graeme Simpson	Integrated Children's and Family Services	Children's and Family Services	2.5		
65	DATE TBC / BEYOND 2024								
66	Northfield Advisory Group	E&CS 23/05/23 - to instruct the Interim Director Children's and Family Services to routinely report the outputs of each meeting of the Advisory Group to the next scheduled meeting of the Education and Children's Services Committee.	Dates for reports to be confirmed once meeting dates are arranged	Eleanor Sheppard	Integrated Children's and Family Services	Children's and Family Services	TBC		

