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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	30 April 2024								
4	Inspection Reporting	A standing item (if required) to report on the outcome of inspections and any changes in the approach of inspection agencies		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		
5	Bairns Hoose update	To share with members progress in relation to the development of Aberdeen City's Bairns Hoose		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.2		
6	Performance Management/National Improvement Framework Progress Report - Families and Communities	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
7	Behaviour Report	E&CS 20/02/24 - (i) to instruct the Interim Chief Officer – Education to prepare a report back to the next Committee on managing behaviour in city learning settings; and (ii) to note that officers would include within this report (a) detail of work undertaken in relation to improving the processes for reporting incidents in schools and making it easier for school staff to report and (b) information on the outputs from the Maggie Meet held in January 2024 and the sub group of Head Teachers meeting to discuss allocation of resources on staff training etc in respect of anti-bullying.		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.1		
8	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	Education and Lifelong Learning	Families and Communities	1.1.1/2.1	R	This is a standing item and there is no requirement for a report this cycle
9	Education Climate Change Annual Report	E&CS 21/03/23 - to instruct the Chief Officer - Education to report back on progress in one calendar year; and to request that the report back include further detail about the work of the various eco-groups in schools		Stuart Craig	Education and Lifelong Learning	Families and Communities	1.1.1		
10	Inspection Reporting – Inspection of Regulatory Care Services	E&CS 21/03/23 - to instruct the Chief Officer – Children's & Family Services to bring an updated report to Committee in March 2024.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.2	R	This item has now been integrated into the regular inspection reporting updates to Committee and therefore is recommended for removal as no separate report is required
11	Health and Wellbeing	E&CS 23/05/23 - to instruct the Interim Director of Children's and Family Services to consider the findings of the report and plan next steps as part of work being taken forward through the Children's Services Plan and associated National Improvement Framework Plan; and to instruct the Chief Officer – Education to report the findings of the next Health and Wellbeing surveys to Committee within one calendar year. To include the update on the Health and Wellbeing summit		Emma Powell	Education and Lifelong Learning	Families and Communities	1.1.1		

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2	Corporate Parenting Annual Report	To present the Corporate Parenting Annual Report for assurance		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1	D	Much of the Corporate Parenting Annual report is now incorporated into the Children's Services Plan report which was approved at the last ECS Committee. In addition, The Promise Scotland will publish Plan 24-30 in June 2024, setting out the pathway for delivering on The Promise by 2030. Officers are also undertaking the Bright Spots Programme with CELCIS and Corum Voice, which seeks to directly capture the voice and views of children and young people in our care as well as those who have left care. CELCIS are due to share their report with the Council in early summer, therefore officers are proposing to bring a fuller Corporate Parenting report post summer incorporating all the above, which will in turn will support holistic planning to inform the review and updating of the CS Plan at the end of the year.
12	ABZCampus	E&CS 23/05/23 - to instruct the Chief Officer – Education to report back on progress within one calendar year. E&CS 12/09/23 - to instruct the Interim Director of Children's and Family Services to report back to committee detailing specific deliverables on how Phase 2 of Abz Campus, the expansion of the edge of care pilot to St Machar Academy, and the expansion of Pathways co-ordinators will support a larger group of care experienced young people before any agreement by Committee to support this change in allocation of Attainment Challenge funding. This will be reported as part of the ABZCampus report in April 2024		Mark Jones	Education and Lifelong Learning	Families and Communities	1.1.2		
13									
14	2 July 2024								
15	Easter 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. E&CS 20/02/24 - to instruct the Interim Chief Officer – Education to report to Committee on the impact of the Easter (2024) programme following delivery		Sharon Skene	Education and Lifelong Learning	Families and Communities	1.1.1		
16	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. E&CS 20/02/24 - approval of revised School Estate timeline		Maria Thies	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
17	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.	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	Jenny Rae	Health and Social Care Partnership	Health and Social Care Partnership	GD 8.1		

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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 and Lifelong Learning	Families and Communities	1.1.1		
26									
27	17 September 2024								
28	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
29	CSW Workforce Planning	To present an update		Ali McAlpine	Children's Social Work and Family Support	Families and Communities	2.1		
30	Inspection Reporting	A standing item (if required) to report on the outcome of inspections and any changes in the approach of inspection agencies		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		
31	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 (approval of Outline Business Case and consultation proposal) E&CS 20/02/24 - approval of revised School Estate timeline		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
32	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. E&CS 12/09/23 - A Strategic Outline Case, detailing plans for the feasibility study, was approved by the Council's Capital Board in June 2023. The Design Team has been appointed to undertake the Feasibility Study which will be carried out over Autumn/Winter 2023/24		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3	R	As per the report at the last meeting on the revised school estate timetable, the outline business case will now be presented to the Finance and Resources Committee for approval as there are no actions for the Education and Children's Services Committee. An update on this project will however be included in the annual School Estate Plan report in September
33	Performance Management Framework Report / National Improvement Framework – Education and Children's Services	To present the latest performance for the cycle and update on the progress made delivering the National Improvement Framework Plan EOD Committee 19/04/18 - to instruct the Chief Operating Officer to track progress against the proposed KPIs in order to report progress to the Education Operational Delivery Committee. Reporting will comprise (a) a yearly progress report based on validated data and (b) a six monthly update to provide an indication of progress to that point.		Alex Paterson	Data Insights	Corporate Services	1.1.3		

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2	Aberdeen City Council Out of School Care Policy	E&CS 20/02/24 - to instruct the Interim Chief Officer - Education to work with key stakeholders to review and refresh the Aberdeen City Council Out of School Care Policy, in line with national policy, and report back to Committee in September 2024		Louise Beaton	Education and Lifelong Learning	Families and Communities	1.1.1		
40									
41	26 November 2024								
42	Education and Children's Services reforms	A standing item if required - To provide Committee with an update		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1/2.1		
43	Grandhome / Oldmachar / Bridge of Don Secondary Provision - Outline Business Case (NA1) / Oldmachar ASG primary school provision	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. E&CS 12/09/23 - to instruct the Chief Officer - Corporate Landlord to carry out further work to identify potential future options for improving and consolidating primary school provision in the Oldmachar ASG, alongside the planned work to review secondary school provision in this area of the city, and to report back to the Committee with recommendations and next steps as appropriate. E&CS 20/02/24 - Approval of revised School Estate timeline		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
44	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. E&CS 20/02/24 - Approval of revised School Estate timeline		Andrew Jones	Corporate Landlord	Families and Communities	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. E&CS 20/02/24 - Approval of revised School Estate timeline		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
46	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
47	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. E&CS 20/02/24 - to request that the Chief Social Work Officer provides Members with an update on progress to deliver a Bairns Hoose within the Annual Child Protection Committee Report and within the annual update to Aberdeen City's Children's Services Plan.		Amy Anderson	Children's Social Work and Family Support	Families and Communities	2.1		

