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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	17 September 2024								
4	National Children with Disabilities Thematic Inspection	To present an update		Carol Davie	Children's Social Work and Family Support	Families and Communities	2.1	D	The Care Inspectorate have delayed publication of the report to ensure an accessible version of the report is published at the same time. The Care Inspectorate have indicated that the report will be published 'mid-August'. The report will be brought to the November Committee.
5	CSW Workforce Planning	To present an update		Ali McAlpine	Children's Social Work and Family Support	Families and Communities	2.1	D	The draft of the Audit Scotland best value audit into workforce is awaited, and officers are keen to consider its recommendations before submitting their workforce plan, to ensure alignment.
6	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		
7	Denominational Primary Schools Feasibility Study (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, 1.1.2 and 1.1.5		
8	Performance Management Framework Report	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		
9	Children's Social Work Statistics	ODC 31/08/22 - to instruct the Chief Officer – Integrated Children's and Family Services, to report annually to the relevant Committee, sharing the published Children's Social Work Statistics, Scotland and providing a comparison with performance in Aberdeen City.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.3		
10	Aberdeen City National Improvement Framework Plan	This report will cover the instruction from EODC 25/11/21 - to instruct the Chief Officer - Education to present an annual report on the progress of care experienced children and young people to the Committee, commencing in September 2022, and will also cover the yearly self evaluation.		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1		
11	Community Learning and Development Plan	E&CS 12/09/23 - to instruct the Chief Officer – Early Intervention and Community Empowerment to report to the Education and Children's Services Committee with an annual update on progress.		Margaret Stewart	Education and Lifelong Learning	Families and Communities	1.1.1		

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2	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.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
26	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		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
27	Inspection Reporting	A standing item (if required) to report on the outcome of inspections and any changes in the approach of inspection agencies To include an update on Northfield Academy		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		
28	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.4		
29	Chief Social Work Officer Annual Report	To present the Chief Social Work Officer annual report.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.5		
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31	18 February 2025								
32	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
33	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		
34	Autumn in the City Programme	E&CS 02/07/24 - to instruct the Chief Officer Education and Lifelong Learning to report to Committee on the impact of the Autumn 2024 programme following delivery	First meeting in 2025	Sharon Skene	Education and Lifelong Learning	Families and Communities	1.1.1		
35	29 April 2025								

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2	Children's Services Plan - Annual Update	<p>E&CS 21/03/23 - to instruct the 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.</p> <p>E&CS 04/07/23 - to instruct the 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.</p> <p>E&CS 20/02/24 - to note the current plans to provide appropriate accommodation, support and intervention to meet the needs of this vulnerable group of children and young people; and instruct the Chief Social Work Officer to provide an annual update through the Children's Services Plan Annual Report.</p> <p>E&CS 20/02/24 - to request that the Chief Social Work Officer provides Members with an update on progress to deliver a Bairs Hoose within the Annual Child Protection Committee Report and within the annual update to Aberdeen City's Children's Services Plan.</p> <p>E&CS 30/04/24 - to instruct the Director Families and Communities to consider the findings of the health & wellbeing annual report and plan next steps as part of work being taken forward through the Children's Services Plan and associated National Improvement Framework Plan</p>		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1		
36	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		
37	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
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39	24 June 2025								
40	ABZCampus	E&CS 30/04/2024 - (i) to instruct the Chief Officer - Education and Lifelong Learning to report back on progress including a full review of the impact of Pathways Advocates within one calendar year; and to note that officers would however investigate the possibility of bringing an interim evaluation of the impact of Pathways Advocates to Committee, or potentially bringing the full evaluation at an earlier stage than 2025; and (ii) to instruct the Chief Officer – Education and Lifelong Learning to report back with a method for providing an overview of participation and achievements in ABZCampus		Mark Jones	Education and Lifelong Learning	Families and Communities	1.1.1		
41	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		

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2	Free School Meals Annual Update	EOD Committee 19/04/18 - to instruct the Chief Officer - Early Intervention and Community Empowerment to bring a report to Committee prior to the close of each school year (a) detailing the numbers registered for and taking free school meals by school and (b) assessing the progress made by implementing the new workstreams and detailing any required adjustments for the following school year. E&CS 02/07/24 - to instruct the Chief Officer Corporate Landlord to report on the impact of the pre-order app in the next annual update report on Free School Meals		Andy Campbell	Corporate Landlord	Families and Communities	1.1.1		
42	Education Climate Change Annual Report	E&CS 30/04/2024 - (i) to instruct the Chief Officer - Education and Lifelong Learning to report back on progress via committee report within one calendar year and (ii) to instruct the Chief Officer - Education and Lifelong Learning to continue to support the Youth Climate Change Group and all environmental activities in school settings by developing the partnership work with the Hutton Institute, Keep Scotland Beautiful, Aberdeen for a Fairer World and others and report back on progress in the above-mentioned report		Stuart Craig	Education and Lifelong Learning	Families and Communities	1.1.1		
43	Approaches to Quality Improvement	EC&S 02/07/24 - to instruct the Chief Officer Education and Lifelong Learning to review the impact of arrangements on evaluations of core Quality Indicators over school session 2024/25, amending approaches as required, and report back to Committee with any proposed changes to arrangements in advance of the 2025/26 school session		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.1		
44	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
45	Healthy Weight	E&CS 02/07/24 - to instruct the Executive Director Families and Communities to report progress within one calendar year on the whole systems approach		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1 / 1.1.2		
46	Spring in the City Programme	E&CS 02/07/24 - to instruct the Chief Officer Education and Lifelong Learning to report to Committee on the impact of the Spring 2025 programme following delivery		Sharon Skene	Education and Lifelong Learning	Families and Communities	1.1.1		
47	Health and Wellbeing	E&CS 30/04/24 - to instruct the Chief Officer Education and Lifelong Learning to report the findings of the next Health and Wellbeing surveys to Committee within one calendar year; and to note with concern evidence that indicated that the current cohort of S4 girls were generally outliers in the improvement journey; and, therefore, instruct the Chief Officer Education and Lifelong Learning to give this issue special focus and undertake further targeted work on supportive solutions; with information on actions and outcomes reported back in the agreed report		Emma Powell	Education and Lifelong Learning	Families and Communities	1.1.1		
48									
49	16 September 2025								
50	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		

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2	Aberdeen City National Improvement Framework Plan	To present the plan		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1		
51	School Estate Plan Annual Update	EODC 08/09/22 - to instruct the Chief Officer - Corporate Landlord to present an annual update to the School Estate Plan to the Education and Children's Services Committee, commencing from September 2023, to report on progress with the agreed actions and to update these as appropriate, in light of the most recently available data.		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.2 and 1.1.5		
52	Community Learning and Development Plan	E&CS 12/09/23 - to instruct the Chief Officer - Education and Lifelong Learning to report to the Education and Children's Services Committee with an annual update on progress.		Margaret Stewart	Education and Lifelong Learning	Families and Communities	1.1.1		
53	Children's Social Work Statistics	ODC 31/08/22 - to instruct the Chief Officer - Integrated Children's and Family Services, to report annually to the relevant Committee, sharing the published Children's Social Work Statistics, Scotland and providing a comparison with performance in Aberdeen City.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.3		
54	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		
55									
56	25 November 2025								
57	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
58	Education and Children's Services Committee Annual Effectiveness Report	To present the annual effectiveness report		Steph Dunsmuir	Governance	Corporate Services	GD 8.5		
59	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		
60	Cluster Risk Register - Education / Integrated Children's & Family Services	To report on the cluster risk register		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.4		
61	Chief Social Work Officer Annual Report	To present the Chief Social Work Officer annual report.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.5		
62	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.		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
63	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		
64	2026								
65	Early Learning and Childcare Concession Agreements	E&CS 24/01/23 - to instruct the Chief Education Officer to continue to monitor the concession contracts and report back to Committee at the end of the first 3 full years of the current concession agreement.	January 2026	Louise Beaton / Fiona Lawrie	Education and Lifelong Learning	Families and Communities	1.1.1		

