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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		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	29 April 2025								
4	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 Bairns 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		
5	Corporate Parenting Annual Report / Keeping the Promise Delivery Plan	<p>To present the Corporate Parenting Annual Report for assurance</p> <p>E&CS 26/11/24 - (i) to instruct the Chief Officer - Children's Social Work & Family Support to provide a report to Committee on the delivery plan for Plan 24-30 when it was published and on the proposed reporting arrangements for delivery of the plan; and (ii) to instruct the Chief Officer - Children's Social Work and Family Support to provide a report to Committee updating the partnership's Corporate Parenting Plan to take account of the delivery plan for Plan 24-30 and for this to include the voice and views of Aberdeen City's care experienced children and young people</p>		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
6	International Travel – Music Service Trip to Regensburg	To seek approval for attendance		Beth Edwards	Education and Lifelong Learning	Families and Communities	2.1.1 and GD 5		
7	School Estate Plan: Victorian School Building Improvements - Outline Business Case	To seek approval in principle of an outline business case for making improvements to the condition and suitability of Victorian school buildings, as detailed in the School Estate Plan		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		

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2									
8	Early Intervention Provision - Riverbank School	E&CS 26/11/24 - (i) to instruct the Chief Officer - Education and Lifelong Learning to develop a proposed operating model for a cost neutral time limited Early Intervention provision, to be based at Riverbank School, for up to 10 primary children, and bring a firmer proposal to Committee for approval within two cycles; and (ii) to instruct the Chief Officer - Education and Lifelong Learning to append a summary of progress against the Additional Support for Learning Review recommendations and a summary of the Parliamentary Inquiry into ASL to the report being presented within two cycles		Emma Powell / Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.1		
9	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 update on Northfield Academy / Harlaw Academy		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		
10	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
11	24 June 2025								
12	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		
13	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 E&CS 17/09/24 - the Committee agreed a revised programme for implementing projects within the School Estate Plan. The revised programme includes an updated timescale for the submission of an outline business case for secondary school provision at Dyce and Bucksburn, which would be expected to be submitted to the Committee for approval on 24/06/25		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
14	Review of Spaces - Support for Pupils with Additional Support Needs	E&CS 17/09/24 - to instruct the Chief Officer – Corporate Landlord to carry out a review of spaces currently available within schools for supporting pupils with additional support needs, and in consultation with the Chief Officer – Education and Lifelong Learning, to report back to the Committee with recommendations for improving such spaces where this is required		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		
15	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	Children's Social Work Statistics	E&CS 17/09/24 - to instruct the Chief Social Work Officer to update the Committee on the 2023/24 Statistical Report following its publication in Spring 2025		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
16	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		
17									
18	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		Matt Reid	Education and Lifelong Learning	Families and Communities	1.1.1		
19	Approaches to Quality Improvement	E&CS 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 E&CS 26/11/24 - (re Harlaw Academy inspection) to instruct the Chief Officer Education and Lifelong Learning to review where opportunities were missed to identify the lack of progress, whether changes needed to be made to processes, procedures or the Quality Improvement framework and to report back to Committee as part of the reset of the QI Framework in June 2025		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.1		
20	Bairns Hoose updates / visit	E&CS 30/04/24 - (i) to instruct the Chief Officer, Children's Social Work and Family Support / Chief Social Work Officer to provide an update on progress as appropriate during 2024/25; and (ii) to instruct the Chief Officer, Children's Social Work and Family Support / Chief Social Work Officer to arrange a visit for Elected Members to view the Bairns Hoose upon completion of the build. E&CS 18/02/25 - in relation to the deep dive being undertaken in respect of the reasons for not bringing cases to the Child Protection Planning meeting within the expected timescales, to note that an update on this work could be provided in the Bairns Hoose report, due to Committee in June 2025		Graeme Simpson	Children's Social Work and Family Support	Families and Communities	2.1		
21	Education and Children's Services Performance Management Framework	To present the regular performance update		Alex Paterson	Data Insights	Corporate Services	1.1.3		
22	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		

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2	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		
23									
24	16 September 2025								
25	Education and Children's Services Performance Management Framework	To present the regular performance update 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		
26	Review of Adoption Allowance Scheme	To present the update of the Adoption Allowance Scheme for agreement		Isabel McDonnell	Children's Social Work and Family Support	Families and Communities	GD 8.1		
27	Learning outcomes from Care Inspectorate Thematic Review – Disabled Children and Young People's experiences of Social Work Services	E&CS 26/11/24 -to approve the action plan at appendix A of the report developed to address findings and to instruct the Chief Social Work Officer to report progress on delivering on the key findings in Autumn 2025		Carol Davie	Children's Social Work and Family Support	Families and Communities	2.1		
28	Northfield Asset Review	E&CS 17/09/24 - to instruct the Chief Officer – Corporate Landlord to proceed with a review of all public building assets in Northfield, which will include an assessment of options for the future of the primary schools. it is anticipated that the findings of this review will be presented to the Committee on 16 September 2025 E&CS 18/02/25 - to note that officers would ensure that the Community Council was included in the engagement		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.2 and 1.1.5		
29	Aberdeen City National Improvement Framework Plan (NIF)	To present the 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. E&CS 26/11/24 - to instruct the Chief Officer - Education & Lifelong Learning to report progress on the Parental Involvement and Engagement Plan through the regular updates on progress towards delivery of the NIF		Eleanor Sheppard	Families and Communities	Families and Communities	1.1.1		

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2	School Estate Plan Annual Update	<p>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.</p> <p>Council 02/10/24 - to instruct the Chief Officer – Corporate Landlord to continue to monitor forecast pupil numbers for the three denominational primary schools, and to include recommendations in next year's annual school estate plan update report, on any required actions to be taken to ensure that the city's denominational primary school provision continues to be appropriate to meet the expected demand for pupil places</p> <p>E&CS 26/11/24 - to instruct the Chief Officer - Corporate Landlord to continue to monitor pupil numbers at Riverbank and the adjacent primary schools Sunnybank and St Peter's, the use of space at the new Riverbank building, and to provide updates on any further action required in the future through the annual School Estate Plan update report</p>		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.2 and 1.1.5		
30									
31	Northfield Academy, Northfield Primary Schools and Wider Asset Review - approval of Outline Business Case and consultation proposal	E&CS 17/09/24 - (i) to agree the intended scope of the proposed asset review in Northfield to include all public assets, and to instruct the Chief Officer - Corporate Landlord to proceed with the review and to commence engagement with all partners working in the wider Northfield area; (ii) to instruct the Chief Officer Education and Lifelong Learning to work closely with the Northfield Community throughout this process to ensure community empowerment and resilience was prioritised in all stages of planning; to instruct the Chief Officer to work with the Northfield Advisory Group to invite and support their guidance in shaping improvements and outcomes		Andrew Jones/Shona Milne	Corporate Landlord / Education and Lifelong Learning	Families and Communities	1.1.1		
32	Music Service Update	E&CS 17/09/24 - (i) to note that officers would include data about tuition at primary school level broken down by school in the next report; and (ii) to instruct the Chief Officer - Education and Lifelong Learning to report back on progress in one calendar year		Beth Edwards / Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.1		
33	Community Learning and Development Plan	E&CS 17/09/24 - to instruct the Chief Officer - Education and Lifelong Learning to present an updated 2 year CLD Plan to Committee in September 2025		Margaret Stewart	Education and Lifelong Learning	Families and Communities	1.1.1		
34	School Age Childcare Policy	E&CS 17/09/24 - to approve the School Age Childcare Policy. Policy to be reviewed on an annual basis - report may not be required, show no changes be needed to policy		Louise Beaton	Education and Lifelong Learning	Families and Communities	1.1.1 and 1.1.5		
35	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		
36	Inspection Reporting	<p>A standing item (if required) to report on the outcome of inspections and any changes in the approach of inspection agencies</p> <p>To include update on Northfield Academy / Harlaw Academy</p>		Shona Milne	Education and Lifelong Learning	Families and Communities	1.1.6		

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56	Grandhome / Oldmachar / Bridge of Don Secondary Provision - Outline Business Case (NA1) / Oldmachar ASG primary school provision	<p>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.</p> <p>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.</p> <p>E&CS 20/02/24 - Approval of revised School Estate timeline</p> <p>E&CS 19/09/24 - Annual School Estate Plan update advised project had not yet commenced. Reporting dates to be confirmed</p>		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		Not yet commenced, as per decision at E&CS on 17/09/24 (School Estate Plan Annual Update)
57	Consultation on proposed new school at Bucksburn / Newhills	<p>EC&S 04/07/23 - to instruct the Chief Officer - Corporate Landlord to carry out a statutory public consultation on the proposal to establish a new primary school at Bucksburn / Newhills, and on proposed changes to the existing school catchment area for Brimmond School, to create a new catchment areas which would be served by the proposed new school; to provide Members with a firm date for the statutory consultation and to report the date to the next Committee meeting; and to report back to the Committee on the outcomes of the consultation at the first available meeting following conclusion of the consultation process.</p> <p>E&CS 12/09/23 - in relation to the proposal to establish a new primary school at Bucksburn / Newhills, and on proposed changes to the catchment area for Brimmond School, to note that the statutory consultation for the proposed new school at Bucksburn / Newhills will be carried out from 5 February 2024 to 22 March 2024. To note in the School Estate Plan that the Committee would consider consultation feedback & confirm decision on implementing proposals in July 2024</p> <p>E&CS 20/02/24 - approval of revised School Estate timeline - dates for carrying out the consultation to be confirmed</p> <p>E&CS 17/09/24 - approval of School Estate Plan</p>		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.5, 1.3		It remains officers' assessment that there is no immediate requirement to undertake a consultation on a proposed new school at Newhills, and so no specific dates for this have been included in the latest approved update to the School Estate Plan implementation timeline. Officers will continue to monitor pupil numbers and the likely requirement for a new school, and will bring forward recommendations to the Committee as and when required
58	Loirston Loch Additional Primary Provision - Outline Business Case (L1)	<p>E&CS 12/09/23 - Instructs the Chief Officer – Corporate Landlord to make arrangements to carry out a feasibility study and stakeholder engagement to identify options for creating the required additional school capacity to serve the planned Loirston Loch development, and report back to the Education and Children's Services Committee with recommendations as appropriate.(Recommendation L1)</p> <p>E&CS 20/02/24 - Revised school estate timeline approved. No immediate requirement for this, revisit post 2024</p> <p>E&CS 17/09/24 - Project currently on hold (as per annual School Estate Plan update)</p>		Andrew Jones	Corporate Landlord	Families and Communities	1.1.1, 1.1.3, 1.5		On hold as per decision at E&CS on 17/09/24 (School Estate Plan Annual Update)