

**ELC Expansion Programme Board
DECISION / ACTIONS LOG (last updated 06/01/2020)**

No.	Date Raised	Minute Ref	Summary / Description	Action By	Original Target Date	Revised Target Date	Status / History	Status Open / Closed
1	05/02/19		Item 4 – retraining proposal. Board are supportive of the direction of travel. A further report to be brought to Board if there are any material changes to the proposal.	■			Not progressing at the moment. Unable to link in with Transform. Focus upskilling existing Early Years staff	Open
2	04/12/19		Item 4 - Completion of new build Keith nursery delayed from August until December 2020. Temporary accommodation for the nursery will be required from August to December. Discussions held with Stagemars (in old Keith primary). Agreed to discuss possible accommodation at Longmore Hall (via CSU) unit	■	Jan 2020		Longmore Hall committee are able to offer accommodation. Request sent to Care Inspectorate to agree temporary registration.	Open
3	04/12/19		Item 4 - Refurbishment works due to take place in Aberlour, Mortlach and Mosstodloch nurseries over summer period (2020). Contingency arrangements need to be agreed if works overrun into August 2020	■	Jan 2020	Feb 2020		Open
4	04/12/19		Item 6 – New outdoor nursery to open in Cooper Park (Earthtime). Nursery looking for assurances that excessive charges won't be applied over the next 5 years as part of income maximisation proposals. Agreed to investigate how council could engage with Earthtime to provide assurances/certainty regarding charging that doesn't conflict with council policy.	■	Jan 2020		Discussions held with Legal/Property/Estates and licence option agreed. Earthtime contacted and invited to apply for a licence to guard against any future park usage charges. No application received to date.	Closed
5	04/12/19		AOCB – Programme Board agreed to proceed with the proposal to engage IPSOS Mori to complete a sustainable rate survey of partner providers (Moray and Aberdeenshire). ■ to confirm Committee approval requirements. ■ to proceed with proposal following appropriate approvals.	■			IPSOS Mori survey will run during February, with data received back in March	Closed