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	<b>INTEGRATION JOINT BOARD BUSINESS PLANNER -</b>									
	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.									
1										
2	<b>Date Created</b>	<b>Report Title</b>	<b>Minute Reference/Committee Decision or Purpose of Report</b>	<b>Report Number</b>	<b>Report Author</b>	<b>Lead Officer / Business Area</b>	<b>ORGANISATION ACHSCP/ACC/NHSG</b>	<b>Update/ Status (RAG)</b>	<b>Delayed/ Deferred or Recommended for removal or transfer, enter either D, R, or T</b>	<b>Explanation if delayed, removed or transferred</b>
3	<b>11 August 2020</b>									
4	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP	No Report		Weekly Updates continue to be provided to IJB Members.
5	24.03.2020	IJB Standing Orders Amendment	The Board resolved :- (i) to approve the recommendations; and (ii) to cancel meetings of the Risk Audit and Performance Committee and the Clinical Care Governance Committee until further notice.		Jess Anderson	ACC Legal	ACHSCP	Candidate for December	R	IJB 09.06.2020: Advised all meetings to return to normal Moved to 1st December IJB (AR) Verbal confirmation on 11.08.20
6	24.03.2020	Grampian-wide Strategic Framework for Mental Health and Learning Disability Service 2020-2025	The report recommended :- that the Board – a) approve the Grampian-wide Strategic Framework for Mental Health and Learning Disability (MHLSD) 2020-2025 [appendix a]; b) note Aberdeen City Health and Social Care Partnership (ACHSCP), Aberdeenshire HSCP (ASHSCP) and Moray HSCP (MHSCP) plan to refresh their respective Mental Health and Learning Disability Strategy/(ies) for community-based services in 2022; c) instruct the Chief Officer to report back on the Performance Framework and Programme Transformation Plan to Aberdeen City IJB on the 25 June 2020, Aberdeenshire IJB on 24 June and Moray IJB on 26 June to provide assurance of detailed plans for service redesign, timelines and measures to monitor progress and sustainability.		Kay Dunn	Planning Manager Lead	ACHSCP	Candidate for December	D	Delayed due to CoVid-19 responses.
7	04.09.2019	Market Facilitation Update	Co-Vid-19 measures delay from 24/03/20		Anne McKenzie	Commissioning Lead	ACHSCP	Candidate for December	D	Delayed due to CoVid-19 responses.
8	13.01.2020	Carers Expense Policy	Co-Vid-19 measures delay from 24/03/20	HSCP20.016	Alison MacLeod	Performance Lead	ACHSCP			
9	22.01.20	Strategic Risk Register	On 21.01.2020, from the report Strategic Risk - HSCP 19.086The Board resolved :- (i) to approve recommendations (a) and (c) (ii) to note recommendation (b) and instruct the Chief Officer to obtain legal direction to revisit Risk 1 specifically in regards to 'Provider of Last Resort' and to report to the Board on 11 February 2020. IJB on 11.02 deferred until 24.03.20 - ALSO Bi-Annual - January and June	HSCP.20.012	Martin Allan	Business Lead	ACHSCP			
10	19.11.2019	Review of commissioned Day Care Services - an update	On 19.11.2019, The Board resolved:- (i) to note progress made with the review, and that a final recommendation will be made to the IJB in March 2020.	HSCP20.018	Anne McKenzie	Commissioning Lead	ACHSCP			
11	25.02.2020	Scottish Public Services Ombudsman - Revised Model Complaints Handling Procedure	To provide an update on the the updated Model Complaints Handling Procedure (MCHP) for Scottish Government, Scottish Parliament and Associated Public Authorities.	HSCP19117	Martin Allan	Business Lead	ACHSCP	Candidate for September	D	CoVid-19 measures: consider Service Update or report to RAPC. MA advised that this will be delayed until September IJB.
12	11.08.2020	Operation Home First: Update on Recovery Plan	IJB 09.06.2020 - Note that a further report will come to future Risk, Audit and Performance Committees and Integration Joint Board meetings providing progress on Operation Home First and information about our next stage priorities in our recovery progress.	HSCP.20.015	Gail Woodcock	Transformation Lead	ACHSCP			
13	09.06.2020	Quarter 1 Financial Monitoring and Mobilisation Update	IJB 09.06.2020 -c) Instructs the Chief Officer and Chief Finance Officer, if required, to develop options to close any financial shortfall as per the Integration Scheme and report these to an IJB meeting to be held by the end of the second week in August, once the quarter one financial position is finalised and there is more certainty on Scottish Government funding levels.	HSCP20.024	Alex Stephen	Chief Finance Officer	ACHSCP			
14	12.06.2020	Grant Funded Counselling Services	The purpose of this report is to advise the Board of grant funding requirements for the financial year 2020/2021 to several counselling services, and to inform the Board of our intention to review the service activity and ensure it is aligned to the whole system provision of mental health services across Aberdeen City.	HSCP20.017	Anne McKenzie	Commissioning Lead	ACHSCP			
15	01.07.2020	Referral from Urgent Business Committee: Financial Resilience Recovery Plan - RES/20/101	ACC Urgent Business Committee ; (xxii) to agree that through the surplus noted at paragraph 3.53 of the report and the saving achieved from 2.20, above, £141,000 is set aside to support implementation of the actions within the Socio-Economic Rescue Plan; and (xxiii) to agree in light of (xi) above there is a requirement for substantial extra investment by the Scottish Government in social care as a matter of urgency, notes Bon Accord Care's successes are being undermined by lack of Scottish Government grant and calls upon the Scottish Government to properly finance social care in order that Council can invest in their workforce whilst targeting levels of current unmet need; and agrees this recommendation be referred to the Integration Joint Board for them to consider further action	HSCP20.023	Derek Jamieson	Governance	ACC			
16	15.06.2020	Standards Officer-Nomination	To update the IJB on a replacement Standards Officer	HSCP.20.013	Martin Allan	Business Lead	ACHSCP			
17	<b>08 September 2020</b>									
18	Standing Item	Chief Officer Report	A regular update from the Chief Officer	HSCP20.014	Martin Allan	Business Lead	ACHSCP			Weekly Updates continue to be provided to IJB Members.
19	19.11.19	Training and Development Plan for IJB			Martin Allan	Business Lead	ACHSCP		D	
20	Standing Item	Annual Update Autism & Learning Disabilities	IJB 20200128 - move to June 2020		Kevin Dawson	Learning Disabilities Lead	ACHSCP		D	

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26.03.2019	Diet, Activity and Healthy Weight	IJB 26.03.19 Article 17 - The Board instructed the Chief Officer that an annual update on ACHSCP GCGF is presented to the IJB, and (v) Instruct the Chief Officer that the Grampian consultation strategies for Tobacco and Diet, Activity and Healthy Weight are presented to the Board. To be reported to 23.06.20 meeting from PreAgenda on 29.01.20, then IJB on 11.02.20		Gail Woodcock	Transformation Lead	ACHSCP		D	
04.09.2019	Immunisations	Following comment at IJB on 03.09.2019, future reporting requested		Gail Woodcock	Transformation Lead	ACHSCP		D	
Standing Item	Review of Scheme of Integration	Annual review. IJB 20200128 move to June 2020		Jess Anderson	Chief Officer - Governance	ACC	Candidate for December	D	
19.11.2019	Review of Governance (ACC)	On 19.11.2019, the IJB resolved to note that Aberdeen City Council is currently reviewing its Scheme of Governance. A report on this will be submitted to Council on 2 March 2020. Council Officers will evaluate these changes and inform the IJB of any changes that will impact the business of the ACHSCP or the IJB and its sub-committees. This update will be brought to the IJB meeting immediately following the March 2020 Council meeting. IJB 28.01.20 - can be heard in June 2020		Fraser Bell	Chief Officer - Governance	ACC	Candidate for December	D	Jess Anderson: Review of Governance paper be provisionally moved to the September meeting? It may have to go to the December meeting depending on other deadlines tying in.
19.11.2019	Local Survey	On 19.11.2019, the IJB resolved to instruct the Chief Officer to bring forward a further report following publication of the results of the current national survey which are expected in April 2020 along with details of actions undertaken to address those areas of the survey which would benefit from improvement. This report will come to the June meeting of the IJB.		Alison MacLeod	Performance Lead	ACHSCP		D	
11.11.2019	Livingwell with Dementia			Alison MacLeod	Performance Lead	ACHSCP	Candidate for December	D	
Standing Item	Annual Report on Alcohol and Drug Partnership	IJB 20200128 - moved to June 2020		Simon Rayner	Alcohol & Drug Lead	ACHSCP			CoVid-19 measures : Report to next CCG then to IJB in September
30.09.2019	Social Care – Self-directed support: Transformational Funding 2019-21 and Reporting on Impact and Learning	To be reported to 23.06.20 meeting from PreAgenda on 29.01.20, then IJB on 11.02.20		Alison MacLeod	Performance Lead	ACHSCP		T	Going as Service Update March 2020
11.12.2018	Autism Strategy and Action Plan	IJB 11.12.18 Article 13 - The Board noted that progress reports on the implementation of the above would be provided annually, with updates to the Clinical Care and Governance Committee in the interim. Suggested April 2020, then To be reported to 23.06.20 meeting and combined with Annual Update (from PreAgenda on 29.01.20 and IJB on 11.02.20).		Kevin Dawson	Learning Disabilities Lead	ACHSCP		T	To be reported to 23.06.20 meeting and combined with Annual Update (from PreAgenda on 29.01.20) ; CoVid-19 measures : Report to CCG then Service Update to IJB
11.06.2019	MSG Self Evaluation for the Review of progress with Integration of Health and Social Care	IJB 11.06.2019 - Instructed the Chief Officer to provide an update on progress on delivery of the actions in March 2020. IJB 20200128 Move to June 2020		Alison MacLeod	Performance Lead	ACHSCP			CoVid-19 measures : Service Update to RAPC
Standing Item	Annual Report	The purpose of this report is to obtain IJB approval of the partnership's annual performance report for 2019-20 and its agreement that the approved report should be published and also presented to Aberdeen City Council and NHS Grampian for their information.		Alison MacLeod	Performance Lead	ACHSCP			
Standing Item	MSG & National Performance Report	Included within Annual Report	Included within Annual Report	Alison MacLeod	Performance Lead	ACHSCP			
Standing Item	Winter Plan	The Aberdeen City Health and Social Care Partnership is required to develop a "Winter Plan" each year to reflect arrangements to support activity over the winter period. The draft Winter Plan before the IJB for period 2019/20 is contained in Appendix One to this report.		Jason Nicol	SOARs Lead	ACHSCP			
22.01.2020	Update on Tasking & Coordinating Group Activity within ADP	On 21.01.2020, from the Update on the Alcohol and Drug Partnership Delivery Plan and Investment - HSCP.19.087, the Board resolved :- (i)to approve the recommendations, (ii)to note the creation of a Tasking and Coordinating Group (TCG) to expedite the required spending, and (iii)to instruct the Chief Officer to report on the status of the TCG activities to IJB on 8 September 2020.		Simon Rayner	Alcohol & Drug Lead	ACHSCP			
12.07.2020	ADP Funding Report	report seeks support for Alcohol and Drugs Partnership (ADP) investment plans that have been developed as a result of budget slippage and the impact and emergent issues from COVID 19	HSCP.20.019	Simon Rayner	Alcohol & Drug Lead	ACHSCP		D	Moved to September
25.02.2020	Scottish Public Services Ombudsman - Revised Model Complaints Handling Procedure	To provide an update on the the updated Model Complaints Handling Procedure (MCHP) for Scottish Government, Scottish Parliament and Associated Public Authorities.	HSCP19117	Martin Allan	Business Lead	ACHSCP		T	CoVid-19 measures: consider Service Update or report to RAPC. MA advised that this will be delayed until September IJB. Transferred from August IJB
<b>28/10/2020 (PROVISIONAL)</b>									
Standing Item	Chief Officer Report	A regular update from the Chief Officer	HSCP20.014	Martin Allan	Business Lead	ACHSCP			Weekly Updates continue to be provided to IJB Members.
<b>01 December 2020</b>									
Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
19.11.2019	Localities - Reshaping Community Services	On 19.11.2019, the IJB resolved (vi) to instruct the Chief Officer, to report back on the progress towards integrated locality working, on 1 December 2020.		Gail Woodcock	Transformation Lead	ACHSCP			

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24.03.2020	Grampian-wide Strategic Framework for Mental Health and Learning Disability Service 2020-2025	The report recommended :- that the Board – a) approve the Grampian-wide Strategic Framework for Mental Health and Learning Disability (MHL) 2020-2025 [appendix a]; b) note Aberdeen City Health and Social Care Partnership (ACHSCP), Aberdeenshire HSCP (ASHSCP) and Moray HSCP (MHSCP) plan to refresh their respective Mental Health and Learning Disability Strategy/(ies) for community-based services in 2022; c) instruct the Chief Officer to report back on the Performance Framework and Programme Transformation Plan to Aberdeen City IJB on the 25 June 2020, Aberdeenshire IJB on 24 June and Moray IJB on 26 June to provide assurance of detailed plans for service redesign, timelines and measures to monitor progress and sustainability.		Kay Dunn	Planning Manager Lead	ACHSCP		T	Transferred from 11th August IJB as per email from Alison MacLeod 24.06.20 (AR)
29.01.2020	Mental Health Delivery Plan	CoVid-19 measures : moved from 24/03/20 to 01/12/20	HSCP19113	Kevin D / Jenny Rae	Mental Health Lead	ACHSCP		T	
Standing Item	Review of Scheme of Integration	Annual review. IJB 20200128 move to June 2020		Jess Anderson	Chief Officer - Governance	ACC	Candidate for December	T	Transferred from 11th August IJB as per email from Alison MacLeod 24.06.20 (AR)
09.06.2020	Service User Representative on IJB	IJB 09.06.2020: Position extended until 31.03.2021, Report before then on update		Alison MacLeod	Performance Lead	ACHSCP			
11.11.2019	Livingwell with Dementia			Alison MacLeod	Performance Lead	ACHSCP	Candidate for December	T	Transferred from 11th August IJB as per email from Alison MacLeod 24.06.20 (AR)
24.03.2020	IJB Standing Orders Amendment	The Board resolved :- (i) to approve the recommendations; and (ii) to cancel meetings of the Risk Audit and Performance Committee and the Clinical Care Governance Committee until further notice.		Jess Anderson	ACC Legal	ACHSCP		R	
<b>23 February 2021</b>									
Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
02.06.2020	Covid-19 Response - Lessons Learned	From an IJB Workshop		Sandra MacLeod	Chief Officer	ACHSCP			