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| | | DINT BOARD BUSINESS PLANNER - Oner details the reports which have been in | structed by the Committee as well as reports which the Functions expect to be submitting | for the calendar year | | | | | | |
| 2 | Date Created | Report Title | Minute Reference/Committee Decision or Purpose of Report | Report Number | Report Author | Lead Officer / Business Area | ORGANISATION ACHSCP/ACC/NHSG | Update/ Status (RAG) | Delayed/ Deferred or Recommended for removal or transfer, enter either D, R, or T | Explanation if delayed, removed or transferred |
| 3 | | | | 08 Septembe | r 2020 | | | | | |
| 4 | Standing Item | Chief Oficer Report | A regular update from the Chief Officer; on 11.08.20 IJB noted that members had received regular written updates from the Chief Officer, ACHSCP during the period of the pandemic which enabled appropriate understanding and scrutiny and that written reports from the Chief Officer would resume. | HSCP.20.031 | Martin Allan | Business Lead | ACHSCP | | | Weekly Updates continue to be provided to IJB Members. |
| 5 | 19.11.19 | Training and Development Plan for IJB | | HSCP.20.032 | Martin Allan | Business Lead | ACHSCP | | | |
| 6 | Standing Item | Annual Update Autism & Learning Disabilities | IJB 20200128 - move to June 2020, then to September 2020 | | Kevin Dawson | Learning Disabilities Lead | ACHSCP | Candidate for February | D | Delayed due to CoVid-19 responses; will be reported on 23.02.2020 |
| 7 | 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 | Candidate for December | D | Delayed due to CoVid-19 responeses; will be reported on 01.12.2020 |
| 8 | 04.09.2019 | Immunisations | Following comment at IJB on 03.09.2019, future reporting requested | HSCP.20.037 | Gail Woodcock | Transformation Lead | ACHSCP | | | |
| 9 | 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 | Candidate for October | D | Delayed due to CoVid-19 responeses; will be reported on 28.10.2020 |
| 10 | Standing Item | Annual Report on Alcohol and Drug Partnership | IJB 20200128 - moved to June 2020 | HSCP.20.038 | Simon Rayner | Alcohol & Drug Lead | ACHSCP | | | CoVid-19 measures : Report to next CCG then to IJB in September |
| 11 | 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 | | R | Contained within Op Home First Reports |
| 12 | 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 | Candidate for February | Т | To be reported to 23.02.20 meeting (delayed by CoVid) and combined with Annual Update (from PreAgenda on 29.01.20); CoVid-19 measures: Report to CCG then Service Update to IJB |
| 13 | 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, then deferred to September | HSCP.20.039 | Alison MacLeod | Performance Lead | ACHSCP | | | |
| 14 | 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. | HSCP.20.034 | Alison MacLeod | Performance Lead | ACHSCP | | | |
| 15 | Standing Item | MSG & National Performance Report | Included within Annual Report | Included within Annual Report | Alison MacLeod | Performance Lead | ACHSCP | | D | Included within Annual Report |
| 16 | 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. | Annual Report | Jason Nicol | SOARs Lead | ACHSCP | | R | AHSCP Operation is part of Op Home First and NHSG Winter Plan to be circulated as a Service Update |
| 17 | 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 | | R | Included within Annual Report. |
| 18 | 18.08.2020 | IJB Records Management Plan | To present the IJB with a draft Records Management Plan and associated documents for approval and onward submission to the National Records of Scotland. | HSCP20.033 | Martin Allan | Business Lead | ACHSCP | | | |
| 19 | | • | | Early October 2020 | (if required) | • | • | | | • |
| 20 | 11.08.2020 | Finance Report | (ii) to agree to the Chair calling a special meeting of the IJB, in accordance with Standing Order 9, should the funding position confirmed by the Scottish Government in October not cover the requirements of the Integration Joint Board; | 28/10/2020 (PRO) | Alex Stephen | Chief Finance Officer | ACHSCP | | | |
| 22 | Standing Item | Chief Oficer Report | A regular update from the Chief Officer | 20/10/2020 (FRO | Martin Allan | Business Lead | ACHSCP | | | Weekly Updates continue to be provided to IJB Members. |
| 32 | 05.08.2020 | Supplementary Procurement Plan | | | Jean Stewart- Coxton | Strategic Procurement | ACC | | | |
| 24 | 13.08.2020 | 2C ReDesign | A report on 2C Redesign following Workshop input | | Lorraine McKenna | Manager Primary Care Lead | ACHSCP | | | |
| 25 | 11.08.2020 | Commisioned Day Services and Day Activities | On 11.08.20, the IJB agreed (viii) to notes that final recommendations for future delivery will be made to the IJB in October 2020. | | Anne McKenzie | Commisioning Lead | | | | |
| 26 | 13.08.2020 | Lessons Learned from Pandemic Response | | | Sandra Macleod | Chief Officer | ACHSCP | | | |

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| 2 | Date Created | Report Title | Minute Reference/Committee Decision or Purpose of Report | Report Number | Report Author | Lead Officer / Business Area | ORGANISATION ACHSCP/ACC/NHSG | Update/ Status (RAG) | Delayed/ Deferred or Recommended for removal or transfer, enter either D, R, or T | Explanation if delayed, removed or transferred |
| 29 | Ctanding Itam | Chief Oficer Report | A regular undata from the Chief Officer | 01 December | | Dusings Load | ACHSCP | | | T |
| 30 | | | A regular update from the Chief Officer Annual review. IJB 20200128 move to June 2020, then to September then December | | Martin Allan | Business Lead Chief Officer - | | | | |
| 31 | Standing Item | Review of Scheme of Integration | 2020 | | Jess Anderson | Governance | ACC | | | |
| 32 | 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 subcommittees. 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; then deferred to December | | Fraser Bell | Chief Officer - Governance | ACC | | | |
| | 11.11.2019 | Livingwell with Dementia | On 11.08.2020, IJB moved from September 2020 to December | | Alison | Performance Lead | ACHSCP | | | |
| 33 | 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. CoVid-19 measures: consider Service Update or report to RAPC. MA advised that this will be delayed until September IJB. Transferred from August IJB | | MacLeod Martin Allan | Business Lead | ACHSCP | | | |
| 34 35 | 19.11.2019 | Localities - Reshaping Community | On 19.11.2019, the IJB resolved (vi) to instruct the Chief Officer, to report back on the | | Gail Woodcock | Transformation | ACHSCP | | | |
| 36 | 24.03.2020 | 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 (MHLD) 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 | | Т | Transferred from 11th August IJB as per email from Alison MacLeod 24.06.20 (AR) |
| 36 37 | 29.01.2020 | Mental Health Delivery Plan | CoVid-19 measures : moved from 24/03/20 to 01/12/20 | HSCP19113 | Kevin Dawson | Mental Health Lead | ACHSCP | | Т | |
| 20 | Standing Item | Review of Scheme of Integration | Annual review. IJB 20200128 move to June 2020 | 11001 10110 | Jess Anderson | Chief Officer - Governance | ACC | | T | Transferred from 11th August IJB as per email from Alison MacLeod 24.06.20 (AR) |
| 39 | 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 | | | IMACLEOU 24.06.20 (AR) |
| 40 | | | | | 1 | | | | | l e e e e e e e e e e e e e e e e e e e |
| 70 | 11.11.2019 | Livingwell with Dementia | | | Alison MacLeod | Performance Lead | ACHSCP | | Т | Transferred from 11th August IJB as per email from Alison |
| 41 | 24.03.2020 | Livingwell with Dementia 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. | | Alison MacLeod Jess Anderson | Performance Lead ACC Legal | ACHSCP ACHSCP | | T R | Transferred from 11th August IJB as per email from Alison MacLeod 24.06.20 (AR) IJB 09.06.2020: Advised all meetings to return to normal Moved to 1st December IJB (AR) Verbal confirmation on 11.08.20 |
| 41 | | Livingwell with Dementia IJB Standing Orders Amendment Grampian-wide Strategic Framework for Mental Health and Learning Disability Service 2020-2025 | (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. | | MacLeod | | | | | MacLeod 24.06.20 (AR) IJB 09.06.2020: Advised all meetings to return to normal Moved to 1st December IJB (AR) Verbal confirmation on |
| 42 43 | 24.03.2020 | Livingwell with Dementia IJB Standing Orders Amendment Grampian-wide Strategic Framework for Mental Health and Learning Disability Service 2020-2025 | (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. The report recommended:- that the Board — a) approve the Grampian-wide Strategic Framework for Mental Health and Learning Disability (MHLD) 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. Co-Vid-19 measures delay from 24/03/20 | | MacLeod Jess Anderson | ACC Legal Planning Manager | ACHSCP | | | MacLeod 24.06.20 (AR) IJB 09.06.2020: Advised all meetings to return to normal Moved to 1st December IJB (AR) Verbal confirmation on 11.08.20 |
| 42 43 | 24.03.2020 24.03.2020 | Livingwell with Dementia IJB Standing Orders Amendment Grampian-wide Strategic Framework for Mental Health and Learning Disability Service 2020-2025 Market Facilitation Update | (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. The report recommended:- that the Board — a) approve the Grampian-wide Strategic Framework for Mental Health and Learning Disability (MHLD) 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. Co-Vid-19 measures delay from 24/03/20 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. | | MacLeod Jess Anderson Kay Dunn Anne | ACC Legal Planning Manager Lead Commissioning | ACHSCP | | R | MacLeod 24.06.20 (AR) IJB 09.06.2020: Advised all meetings to return to normal Moved to 1st December IJB (AR) Verbal confirmation on 11.08.20 Delayed from 11.08.20 due to CoVid-19 responses. |
| 42 43 44 | 24.03.2020 24.03.2020 04.09.2019 | Livingwell with Dementia IJB Standing Orders Amendment Grampian-wide Strategic Framework for Mental Health and Learning Disability Service 2020-2025 Market Facilitation Update IJB Standing Orders Amendment Strategic Risk Report | (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. The report recommended:- that the Board — a) approve the Grampian-wide Strategic Framework for Mental Health and Learning Disability (MHLD) 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. Co-Vid-19 measures delay from 24/03/20 The Board resolved:- (i) to approve the recommendations; and (ii) to cancel meetings of the Risk Audit and Performance Committee and the Clinical | | MacLeod Jess Anderson Kay Dunn Anne McKenzie | ACC Legal Planning Manager Lead Commissioning Lead | ACHSCP ACHSCP | | R | MacLeod 24.06.20 (AR) IJB 09.06.2020: Advised all meetings to return to normal Moved to 1st December IJB (AR) Verbal confirmation on 11.08.20 Delayed from 11.08.20 due to CoVid-19 responses. Delayed from 11.08.20 due to CoVid-19 responses. |
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