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INTEGRATION JOINT BOARD BUSINESS PLANNER - The Business Planner details the reports which have been instructed by the Board as well as reports which the Functions expect to be submitting for the calendar year.									
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
25 May 2021									
4	Standing Item	Chief Officer Report	A regular update from the Chief Officer	HSCP.21.055	Martin Allan	Business Lead	ACHSCP		
5	Standing Item	Audited Accounts			Alex Stephen	Chief Finance Officer	ACHSCP	D	Special meeting of RAPC to be held in June
6	Standing Item	External Auditor Report			Michael Wilkie	External Auditor	KPMG	D	Special meeting of RAPC to be held in June
7	Standing Item	6 monthly Strategic Risk Register Review	Bi-annual Reporting (May and November 2021)	HSCP.21.054	Martin Allan	Business Lead	ACHSCP		
8	09.06.2020	Supplementary Procurement Plan 2020/2021	09.06.2020 IJB : e) Agrees to accept a further report once the review of training and skills development services has been carried out; the target date for this being June 2021	HSCP.21.045	Neil Stephenson	Strategic Procurement Manager	CPSS		
9	01.12.2020	Commissioned Day Services and Day Activities - Stay Well, Stay Connected	Focusing on short break opportunities in Aberdeen. A report to discuss and develop opportunities and ideas for H&SC colleagues, providers, communities.	HSCP.21.048	Anne McKenzie	Commissioning Lead	ACHSCP		
10	01.12.2020	2C Progress Update	IJB re HSCP.20.049 ; (iv) to request that an update on the outcomes of the procurement process is brought back to the IJB in March 2021.		Sandra MacLeod	Chief Officer	ACHSCP	T	Report will follow on 6 July 2021
11	10.03.2021	Adult Protection Committee Biennial Report	To update IJB on this Biennial Report	HSCP.21.051	Claire Wilson	Lead for Social Work	ACHSCP		
12	13.01.2021	Equalities and Equalities Outcomes	Aon 13.01.2021 at IJB Pre-Agenda, intimation of report to be submitted	HSCP.21.058	Alison Macleod	Performance Lead	ACHSCP		
13	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).	HSCP.21.050	Kevin Dawson/Jenny Rae	Learning Disabilities Lead	ACHSCP		
14	21.01.2020	Fast Track Cities	On 21.01.20 from ; Fast Track Cities - HSCP.19.081 ; and instruct the Chief Officer to provide an update on progress in January 2021.	HSCP.21.047	Elaine McConnachie	Public Health Coordinator	ACHSCP	Delay around pandemic activities, to be presented when full year update.	Delayed from 23.03.21 to 25.05.21
15	02.06.2020	Covid-19 Response - Lessons Learned	From an IJB Workshop	HSCP.21.059	Sandra MacLeod	Chief Officer	ACHSCP		Delayed from 23.03.21 to 25.05.21
16	09.03.2021	Reduction in Notional Rent	Outcome of Notional Rent Reviews during 2019/20 on 5 GP Practices.		Alex Stephen	Chief Finance Officer	ACHSCP	Deferred from 23.03.21	D No longer required as alternative governance route found for approval.
17	06.04.2021	Covid Vaccinations	On 06.04.2021, when considering any matter to be raised to IJB, the CCGC decided - The Committee resolved:-to instruct the Chief Officer – ACH&SCP to write to Susan Webb, Director of Public Health (NHSG), requesting that she submit a response to the next meeting of the IJB on the following:- (1) Why are the vaccination rates in Aberdeen City lower compared to apparent higher delivery levels in other areas, including Aberdeenshire and Moray?; (2) Where are the 'cold spots'?; (3) What is being done to support communication/messaging to address the above	HSCP.21.061	Sandra MacLeod	Chief Officer	ACHSCP		
18	26.04.2021	Guidance for Public Engagement -	To present to the Integration Joint Board (IJB) Our Guidance for Public Engagement (OGPE) for approval	HSCP.21.060	Alison Macleod	Performance Lead	ACHSCP		Delayed Due to staff engagement and association with Locality Empowerment Group's.
06 July 2021									
20	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP		
21	Standing Item	Financial Monitoring - Quarter 1			Alex Stephen	Chief Finance Officer	ACHSCP	Delayed	This will be reported to 24 August 2021 to allow preparation of Final Accounts
22	10.03.2021	IJB Whistleblowing policy	IJB Whistleblowing policy		Martin Allan	Business Lead	ACHSCP	Delayed	At pre-agenda on 04.05.2021, to IJB on 24.08.2021
23	10.03.2021	Social Work Justice Delivery Plan	To present the Delivery Plan following the recent JSW Inspection Report		Kevin Toshney	Lead Social Worker	ACHSCP		
24	04.09.2019	Market Facilitation Update	Co-Vid-19 measures delay from 24/03/20; On 23.03.21, IJB(ii) to amend Line 18 to show intended reporting in July 2021;		Anne McKenzie	Commissioning Lead	ACHSCP	On 01.12.2020 delayed to June 2021	
25	03.02.2021	Independent Review of Adult Social Care in Scotland (Feeley Report)	Following publication of SG Report , update to be reported to IJB, on 23.02.2021, delayed until 23.02.2021; on 23.03.21, deferred to 06.07.2021 after Scottish Parliamentary Elections to allow SG update on intentions		Sandra Macleod	Chief Officer	ACHSCP		
26	23.03.2021	Inclusion of Additional Risk/ Update on the Hosted Service Risk 3	Inclusion of Integration Joint Boards as Category 1 Responders under Civil Contingency Act 2004 - HSCP.21.028, On 23.03.21, IJB resolved :- (iv) to agree to include a risk on the Strategic Risk Register relating to the IJB's requirements under the 2004 Act; (v) to delegate development of the new risk to the Chair of the Risk Audit and Performance Committee; (vi) to instruct the Chief Officer, ACHSCP to report back to a future IJB.	HSCP.21.054	Martin Allan	Business Manager	ACHSCP		T RAPC meeting 27 April 21 - Outcome will be included in the strategic risk register report to may IJB.

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2										
	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, then on 28.10.2020 transferred to 01.12.20, then on 23.02.2021 delayed to May 2021		Alison MacLeod	Performance Lead	ACHSCP	deferred from 23.03.21 to 06.07.21		
27		Carers Strategy	Strategy was due to be refreshed March 2021 but due to Covid we were unable to bring that on time. Report will present plans for this going forward.		Alison MacLeod	Performance Lead	ACHSCP			
28										
29	23.03.2021	Vaccinations Blueprint	An update to IJB for all Vaccination programmes - including Covid.		Alison Chapman		ACHSCP			
30	24 August 2021									
31	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
32	Standing Item	Strategic Risk Register			Martin Allan	Business Lead	ACHSCP			
33	Standing Item	IJB / ACHSCP Annual Report			Alison MacLeod	Performance Lead	ACHSCP			
34	Standing Item	Code of Conduct			Jennifer Lawson	Legal Manager	ACC			
	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		Alison MacLeod	Public Health Coordinator	ACHSCP	Initially delayed due to CoVid-19 responses;		Due to operational response to pandemic, this report was delayed and will be issued as a Service Update (Target - August 2021)
35										
36	11.11.2019	Living well with Dementia	On 23.02.2021, IJB moved this report to 24 August 2021		Alison MacLeod	Performance Lead	ACHSCP			
	23.03.2021	Update re Inspection of justice social work services - HSCP.21.024	On 23.03.21, IJB resolved :- (iv)to agree that the justice social work delivery plan should be presented to a future meeting of the IJB for approval following consultation in respect of the draft plan.		Lesley Simpson	Lead Social Worker	ACHSCP			
37										
38	02 November 2021									
39	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
40	Standing Item	Financial Monitoring - Quarter 2			Alex Stephen	Chief Finance Officer	ACHSCP			
41	Standing Item	Strategic Risk Register	Bi-annual Reporting (May and November 2021)		Martin Allan	Business Lead	ACHSCP			
	Standing Item	Review of Scheme of Integration to incorporate Review of ACC Governance (delayed from June 2020)	Annual review. IJB 20200128 move to June 2020, then to September then December 2020. On 02.10.20 The Board resolved :- to amalgamate the intended 'Review of Governance (ACC)' report referenced at Line 21 on the Planner with the intended 'Review of Scheme of Integration' referenced at Line 20 on the Planner. On 28.10.20 the Board agreed to defer this report until 23.02.2021 to allow consultation with the Constituent Authorities		Jess Anderson	Chief Officer - Governance	ACC	23.03.21 defer to 02.11.2021		
42										
	Standing Item	Chief Social Work Officers Annual Report	To present the Chief Social Work Officer annual report.		Graham Simpson	Integrated Children's and Family Services	ACC			
43										
44	Standing Item	Winter Plan	An update to IJB on winter planning arrangements		Martin Allan	Business Lead	ACHSCP			
45										
46	15 December 2021									
47	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
48	Standing Item	Annual Procurement Workplan 2022/2023			Neil Stephenson	Procurement Lead	ACC			
49	26.04.2021	Strategic Plan	Revised strategic plan after workshops and relevant engagement.		Alison MacLeod	Performance Lead	ACHSCP			
50	26.04.2021	Workforce Strategy	Strategy to support the Strategic Plan		Sandy Reid		ACHSCP			
51										
52	2022 Meetings									