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<b>INTEGRATION JOINT BOARD BUSINESS PLANNER -</b> 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.										
	<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>
<b>15 December 2021</b>										
34	Standing Item	Chief Officer Report	A regular update from the Chief Officer; from IJB on 25 May 2021 - (iv)to instruct the Chief Officer to include a brief update on staff wellbeing at every IJB during 2021 whether within the CO's or separate report	HSCP.21.126	Martin Allan	Business Lead	ACHSCP			
35	Standing Item	Annual Procurement Workplan 2022/2023		n/a	Neil Stephenson	Procurement Lead	ACC		D	Propose present on 25 January 2022, to allow the Strategic Commissioning and Procurement Board (SCPB) a little more time to ensure the items on the workplan are aligned to the strategic direction of the services and the needs of our local communities
36	26.04.2021	Strategic Plan 2022 -2025	Revised / draft strategic plan after workshops and relevant engagement for further review / consultation. Final Strategic Plan to be presented to March 2022 IJB.	HSCP.21.123	Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
37	26.04.2021	Workforce Strategy	Strategy to support the Strategic Plan	n/a	Sandy Reid		ACHSCP		D	The FINAL Strategic Plan will be presented to March 2022 IJB; the Workforce Plan is a Leadership Objective for completion March 2022. This aligns with NHS Grampian's Workforce Plan (April 2022) which will include the HSCPs plans. In order to support operational pressures, it is recommended this be deferred to 11 October 2022
38	25.05.2021	Commissioned Day Services and Day Activities - Stay Well, Stay Connected	Decision from report HSCP.21.048 - to instruct the Chief Officer, ACHSCP to present a further update report on 15 December 2021	HSCP.21.121	Anne McKenzie	Lead Commissioner	ACHSCP			
39	06.07.2021	Market facilitation Update	Decision from report HSCP.21.076 - (ii)to instruct the Chief Officer, ACHSCP to present a further update on 15 December 2021.	HSCP.21.122	Anne McKenzie	Lead Commissioner	ACHSCP			
40	15.06.2021	Hybrid Meetings	A report on how IJB can ensure inclusivity for all attendees by offering physical and/or digital participation at meetings. Due to the Covid guidance from NHSG to continue working from home where possible - to be reviewed for 2022. Key recommendation is test of change to hold hybrid session in Council Chamber before a final decision.	HSCP.21.097	Sandra Macleod	Chief Officer	ACHSCP		D	Chair asked at August IJB that this report be deferred to December IJB due to the advice of partner organisations for staff to work from home where possible until revised instructions at end of year. Given the NHS extension to March 2022 to work from home - deferred but to remain on planner .
41	10.11.21	Revised Strategic Risk Register (SRR) & revised risk appetite statement (RAS).	To present revised SRR & RAS to IJB due to the rescheduling of the December RAPC.	HSCP.21.120	Martin Allan	Business Manager	ACHSCP			
42	02.11.21	Briefing on NHS G Winter Plan	Chief Officer's Report - HSCP.21.114 - (iii) agree that a briefing on the NHS Winter Plan be circulated either via email or presented to the next meeting of the IJB		Alex Stephen	Chief Finance Officer	ACHSCP			Verbal update on Operation Iris from NHSG Execs will be provided at 15 December 2021 meeting of IJB.
43	02.11.21	Allocation of additional Scottish Government funding for Winter Plan	Within Report HSCP.2.116 - Financial Monitoring - Quarter 2 - IJB approved - (v) instruct the Chief Finance Officer to provide to the IJB at its 15 December 2021 meeting a report on the exact funding received from SG and how it was allocated.	HSCP.21.124	Alex Stephen/Anne McKenzie	Chief Finance Officer	ACHSCP			
44	15.10.2021	Mental Welfare Commission-ARBD report	Email from Alex Stephen / Sandra Macleod - The Mental Welfare Commission – 'Care and treatment for people with alcohol related brain damage (ARBD) in Scotland A report on visits to people and services across Scotland in 2021'		Kevin Dawson	Chief Officer	ACHSCP	D		To include summary in Chief Officer report this cycle. Discuss future reporting on MWC reports given number received / inclusion in MH Action Plan.
45	03.09.21	ADP Investment work	Email from Jenny Rae: ADP Investment work and associated business	HSCP.21.119	Simon Rayner	Chief Officer	ACHSCP			
<b>2022 Meetings</b>										
<b>25 January 2022</b>										
48	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
49	Standing Item	Inclusion of Integration Joint Boards as Category 1 Responders under Civil Contingency Act 2004 - HSCP.21.028	On 23.03.21, IJB resolved :- (iii)to instruct the Chief Officer to bring a report, annually, providing assurance on the resilience arrangements in place to discharge the duties on the IJB under the 2004 Act		Martin Allan	Business Lead	ACHSCP			

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1	Standing Item	Annual / Biennial Report on Adult Social Care	At IJB on 25 May 2021 - agreed annual reporting . APC propose report annually to each committee							
2	2.11.2021	COVID-19 Mental Health Service for patients hospitalised with COVID-19 - update	At IJB on 2 November 2021 (HSCP.21.110) - request update report from the Director of Public Health at the 25 January 2022 IJB meeting via Dr Emma Davies, registrar in public health, NHSG lead for long-COVID and chair of NHS G long-COVID SLWG;		Emma Davies	Registrar / Lead for Long Covid	NHSG			
50	01/12/2021	Carden Medical Group Update	Provide further update on the report to Special IJB on 1 December 2021		Alex Stephen	Chief Finance Officer	ACHSCP			
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53	<b>10/03/2022 Budget Meeting</b>									
54	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
55	26.04.2021	Strategic Plan 2022 -2025	Final version of Strategic Plan.		Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
56		IJB Membership	to instruct the Chief Officer, ACHSCP to reconsider these arrangements by report to the IJB prior to 31 March 2023		Sandra Macleod	Chief Officer	ACHSCP			
57	25.05.2021	Fast Track Cities	At IJB on 25 May 2021 - (ii)to endorse the proposed actions for 2021/22, noting that the action plan is a live document, and to instruct the Chief Officer to provide an update on progress to the IJB on 29 March 2022		Sandra Macleod	Chief Officer	ACHSCP			
58	25.05.2021	Community Nursing Digitalisation	(iii)to instruct the Chief Officer, ACHSCP to present an evaluation report on implementation of the project to include outcomes within 1 year		Sandra Macleod	Chief Officer	ACHSCP			
59		Financial Monitoring 2021/22 and Budget 2022/23			Alex Stephen	Chief Finance Officer	ACHSCP			
60	06.07.2021	Carers Strategy	At IJB on 06.07.108/07/2021 (iii)to instruct the Chief Officer, ACHSCP to bring back the revised Aberdeen City Carers Strategy for approval to the March 2022 IJB meeting; and (iv)to instruct the Chief Officer, ACHSCP to consider how to provide assurance to the IJB on current delivery of the Carers Strategy.		Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
61	24.08.21	Rosewell House - progress report	Rosewell House - Options Appraisal and Recommendations - HSCP.21.088 (IJB 24/08/21) to instruct the Chief Officer ACHSCP to bring a report to the March 2022 IJB meeting which outlines the progress against developing the step-up elements of care at Rosewell House;		Sarah Gibbon	Project Manager				
62	<b>07 June 2022</b>									
63	Standing Item	Equalities and Equalities Outcomes	At IJB on 25 May 2021 - (v)to instruct the Chief Officer, ACHSCP to submit 6-monthly reports alternately to the RAPC (starting ....December 2021 and then IJB - June 2022).		Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
64	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
65	Standing Item	Audited Accounts			Alex Stephen	Chief Finance Officer	ACHSCP			
66		ACHSCP Annual Report			Sandra Macleod	Chief Officer	ACHSCP			
67		Financial Monitoring 2021/22			Alex Stephen	Chief Finance Officer	ACHSCP			
68		Integration Joint Board Membership - Post Local Elections	Following local election results on 5 May 2022, ACC will require to nominate its membership of IJB		Clerk	Chief Officer - Governance	ACC			
69	24.08.21	Rosewell House - IJB/BAC Joint Evaluation	Rosewell House - Options Appraisal and Recommendations - HSCP.21.088 (IJB 24/08/21)to instruct the Chief Officer ACHSCP, to bring a joint evaluation report to the IJB/BAC board in summer 2022, summarising ongoing progress delivering the intended outcomes (identified in the benefits in the business case) and actions for continuous improvement;		Sarah Gibbon	Project Manager				
70	01/12/2021	2C Update	To provide an update on 2C tendering exercise.		Alex Stephen	Chief Finance Officer	ACHSCP			
71	<b>30 August 2022</b>									
72	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
73	06.07.2021	HACE Survey Report	On 06.07.21 at IJB: (ii)to instruct the Chief Officer to bring a report on the 2021/22 HACE Survey in July 2022 comparing these with the 2019/20 results i.e., pre-Covid and post-Covid;		Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
74	Standing Item	Winter Plan	An update to IJB on winter planning arrangements		Martin Allan	Business Lead	ACHSCP			
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76	<b>11 October 2022</b>									
77	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			

