

	A	B	C	D	E	F	G	H	I	J
1	RISK and AUDIT PERFORMANCE COMMITTEE BUSINESS PLANNER 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.									
2	Date Created	Report Title	Minute Reference/Committee Decision or Purpose of Report	Report Number	Report Author	Lead Officer / Business Area	Directorate	Update/ Status (RAG)	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
19	18 January 2022 - CANCELLED - relevant business to March 2022									
20	1 March 2022									
21	Standing Item	Strategic Risk Register	Bi-Annual - last report June 2021	HSCP.22.008	Martin Allan	Business Manager	ACHSCP			
22	Standing Item	Directions Tracker	On 23.09.2020, RAPC : (iii) to direct the Chief Finance Officer to report on the Directions Tracker every 6 months - see 27 April 2021	HSCP.22.006	Alex Stephen	Chief Finance Officer	ACHSCP			
23	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	HSCP.22.010	Claire Wilson	Lead Social Worker	ACHSCP			
24	Standing Item	Whistleblowing Updates	At IJB on 06.07.21: (ii)to instruct the Chief Officer to report on a quarterly basis on any whistleblowing incidents raised under the Standards to the Risk, Audit and Performance Committee and NHS Grampian Board;	As per note.	Martin Allan	Business Manager	ACHSCP			If no incidents then a verbal update at pre-agenda; and update the Business Planner to show a verbal update / NIL....no need for a NIL return report, 07/02/22 - No incidents. No report required.
25	Standing Item	Internal Audit Report AC2112: Mental Health and Substance Misuse	Assurance that services are operating effectively	HSCP.21.127	Jamie Dale	Chief Internal Auditor	Governance			Carried forward from cancelled January 22 meeting
26	Standing Item	Internal Audit Annual Plan (IJB) 2022-25		HSCP.22.003	Jamie Dale	Chief Internal Auditor				
27	22.06.2021	Public Awareness Risk	On 22.06.21, from Strategic Risk Register - HSCP.21.074; (ii)to instruct the Chief Officer, ACHSCP, to consider the appropriateness of inclusion of a risk around public awareness of ACHSCP services.	As per note.	Martin Allan	Business Manager	ACHSCP			Carried forward from cancelled January 22 meeting, incorporated into HSCP.22.008
28	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 (startingDecember 2021 and then IJB - June 2022).	HSCP.22.011	Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			Carried forward from cancelled January 22 meeting

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29	22.06.2021	LT Objectives - Updates on Delivery	On 22.06.21, from Delivery of Leadership Team Objectives - HSCP.21.072; (ii)to instruct the Deputy Chief Officer to submit progress reports to the 23 September 2021, 21 December 2021 and 1 March 2022 meetings of the RAPC.	HSCP.22.012	Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
30	23.09.21	PCIP - progress to date	Further update report (last reported at 23 September 21 RAPC - HSCP.21.105)	As per note.	Emma King / Sarah Gibbon		ACHSCP		D	Due to system and workload pressures defer to April 22 committee
31	27.01.22	Audit Scotland Briefing on Social Care	Social Care Briefing Report January 2022 prepared by Audit Scotland	HSCP.22.009 As per note.	Alex Stephen/Claire Wilson/Anne McKenzie	Chief Finance Officer	ACHSCP		D	Email from Alex Stephen requesting addition to Planner, 07/02/2022 Alex Stephen requested that this is withheld from the preagenda pack following consultation feedback, listed as postponed.
32	26 April 2022									
33	Standing Item	Internal Audit Reports	Assurance that services are operating effectively		Jamie Dale	Interim Chief Internal Auditor	Governance			
34	Standing Item	Review of relevant Audit Scotland reports	Good practice to see national position		Alex Stephen	Chief Finance Officer	ACHSCP			
35	Standing Item	Review of Local Code of Governance	To provide assurance on Governance Environment	preparing	Alex Stephen	Chief Finance Officer	ACHSCP			
36	Standing Item	Review of Financial Governance	To provide assurance on Governance Environment	preparing	Alex Stephen	Chief Finance Officer	ACHSCP			
37	Standing Item	Approval of unaudited Accounts	Per RAPC Terms of Reference		Alex Stephen	Chief Finance Officer	ACHSCP			
38	Standing Item	Annual Governance Statement	To provide assurance on Governance Environment	preparing	Alex Stephen	Chief Finance Officer	ACHSCP			
39	Standing Item	Whistleblowing Updates	At IJB on 06.07.21: (ii)to instruct the Chief Officer to report on a quarterly basis on any whistleblowing incidents raised under the Standards to the Risk, Audit and Performance Committee and NHS Grampian Board;	verbal update if none	Martin Allan	Business Manager	ACHSCP			
40	22.06.2021	Justice Social Work Performance	On 22.06.21, from Justice Social Work Performance Management Framework - HSCP.21.053; (i)to approve the Justice Social Work Performance Management Framework as a first iteration of work in progress and agree to its implementation by the justice service; and (ii)to instruct the Chief Officer (ACHSCP) to use this framework as the basis for a report outlining the performance of the justice service and present this report to RAPC no later than the end of Q1 2022-2023 and then similarly on an annual basis thereafter.		Claire Wilson	Lead for Social Work	ACHSCP			

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41	06.12.2021	Sign posting to external services	Sign posting to external services		Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
42	Standing Item	Justice Social Work Annual Report	On 06.07.21 at IJB 08/07/2021 (ii)to instruct the Chief Officer, ACHSCP to present an annual update to the Risk, Audit and Performance Committee on the progress being made with the implementation of this delivery plan.		Claire Wilson	Lead for Social Work	ACHSCP			to amalgamate within above entry
43	23 June 2022									
44	Standing Item	Internal Audit Reports	Assurance that services are operating effectively		Jamie Dale	Chief Internal Auditor	Governance			
45	Standing Item	External Audit Strategy 202/22			Michael Wilkie	KPMG	KPMG			
46	Standing Item	Review of relevant Audit Scotland reports	Good practice to see national position		Alex Stephen	Chief Finance Officer	ACHSCP			
47	Standing Item	Strategic Risk Register	Bi-Annual - last report December 2021		Martin Allan	Business Manager	ACHSCP			
48	Standing Item	OHF Report	Quarterly Reporting		Calum Leask	Lead Strategy and Performance Manager	ACHSCP		R	Approved within in report HSCP.21.075 at June RAPC recommendation ii) to note that learning outcomes from OHF reporting would feature within future reporting on Leadership Team Objectives and Strategic Planning.
49	Standing Item	Directions Tracker	On 23.09.2020, RAPC : (iii) to direct the Chief Finance Officer to report on the Directions Tracker every 6 months - see 21 December 2021		Alex Stephen	Chief Finance Officer	ACHSCP			
50	Standing Item	Whistleblowing Updates	At IJB on 06.07.21: (ii)to instruct the Chief Officer to report on a quarterly basis on any whistleblowing incidents raised under the Standards to the Risk, Audit and Performance Committee and NHS Grampian Board;		Martin Allan	Business Manager	ACHSCP			
51										
52	9 August 2022									
53	Standing Item	Internal Audit Reports	Assurance that services are operating effectively		Jamie Dale	Chief Internal Auditor	Governance			
54	Standing Item	Review of relevant Audit Scotland reports	Good practice to see national position		Alex Stephen	Chief Finance Officer	ACHSCP			
55	Standing Item	Board Assurance and Escalation Framework (BAEF)	26.08.2020; The Committee resolved :- (iv) to note that the Framework will be reviewed by the Committee on an annual basis.		Martin Allan	Business Manager	ACHSCP			
56	Standing Item	Financial Regs Review	Annual Review		Alex Stephen	Chief Finance Officer	ACHSCP			

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58	06.07.21		At IJB on 06.07.21: (iii)to instruct the Chief Officer, ACHSCP to report to the Risk, Audit and Performance Committee in 12 months with an update on locality planning including implementation of the locality plans.		Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
59	1 November 2022									
60	Standing Item	Internal Audit Reports	Assurance that services are operating effectively		Jamie Dale	Chief Internal Auditor	Governance			
61	Standing Item	Review of relevant Audit Scotland reports	Good practice to see national position		Alex Stephen	Chief Finance Officer	ACHSCP			
62	Standing Item	Strategic Risk Register	Bi-Annual - last report December 2021		Martin Allan	Business Manager	ACHSCP			
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