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<p style="text-align: center;"><b>INTEGRATION JOINT BOARD BUSINESS PLANNER -</b> The Business Planner details the reports which have been instructed by the Board as well as rA1:J66eports which the Functions expect to be submitting for the calendar year.</p>										
	<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>2022 Meetings</b>										
<b>10/03/2022 Budget Meeting</b>										
5	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
6	26.04.2021	Strategic Plan 2022 -2025	Final version of Strategic Plan.	HSCP.22.013	Alison Macleod	Lead Strategy and Performance Manager	ACHSCP		D	Delayed until June for further consultation
10	Standing Item	Annual Procurement Workplan 2022/2023	Agreed January reporting - 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.	HSCP.21.128	Neil Stephenson	Procurement Lead	ACC			Due to cancellation of January 22 committee as the result of system and workload pressures - deferred to 10 March 22 as agreed with Legal.
11	Standing Item	Medium Term Financial Framework - 22/23			Alex Stephen	Chief Finance Officer	ACHSCP			
12	Standing Item	Financial Monitoring Q3 2021/22	Financial Monitoring Q3 2021/22		Alex Stephen	Chief Finance Officer	ACHSCP			
13		Grant Funding to Counselling Servies		HSCP.22.007	Anne McKenzie	Commissioning Lead	ACHSCP			
14		Members Code of Conduct Training	Workshop (1 to 2) after the IJB formal meeting.	n/a	John Forsyth	Solicitor	ACC			Code of Conduct Training for IJB Members to be delivered by ACC Legal.
<b>07 June 2022</b>										
19	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
20	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		D	Went to RAPC on 01/03/22. Propose delay to IJB August 2022.
21	Standing Item	Audited Accounts			Alex Stephen	Chief Finance Officer	ACHSCP		D	Possible delay as may go to RAPC instead.
22		ACHSCP Annual Report			Sandra Macleod	Chief Officer	ACHSCP		D	Proposed to defer to August 2022 due to volume of business on June Planner.
23		Financial Monitoring 2021/22			Alex Stephen	Chief Finance Officer	ACHSCP		R	Not required as financial information reported to RAPC in April
24		Integration Joint Board Membership - Post Local Elections	Following local election results on 5 May 2022, ACC will require to nominate its membership of IJB to reflect any new membership and possibly change sub committee chairs depending new elected members.		Jess Anderson/John Forsyth/Clerk	Chief Officer - Governance	ACC			
25	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			D	Proposed to defer to August 2022 due to volume of business on June Planner.
26	01/12/2021	2C Update	To provide an update on 2C tendering exercise.		Alex Stephen	Chief Finance Officer	ACHSCP		R	Separate seminar to be planned.
27	10.11.21	Revised Strategic Risk Register SRR) & revised risk appetite statement (RAS).	Full review of Strategic Risks once Strategic Plan is approved at IJB on 10 March 2022	HSCP.21.120	Martin Allan	Business Manager	ACHSCP			Full review of Strategic Risks to be undertaken once the new Strategic Plan approved at 10 March 2022 IJB. Chief Officer to provide a further update on the SRR to the Risk, Audit and Performance Committee on 26 April 2022 / IJB on 7 June 2022
28	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			Carried forward due to cancellation of January 2022 committee due to system and workload pressures.
29	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		Claire Wilson	Social Care- Lead	ACHSCP		D	Carried forward due to cancellation of January 2022 committee due to system and workload pressures. Report has already been considered by ACEGPP (COG), PPC, CCGC AND RAPC .
30	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		T	Carried forward due to cancellation of January 2022 committee due to system and workload pressures. Proposed move to Clinical Care Governance Committee 2 August 2022.

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31	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		D	Deferred to 7 June due to system and workload pressures. Proposed delay to August IJB to allow alignment with Scottish Government Document expected June 2022.
32	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			R	Duplicated. Already on planner as Rosewell House - IJB/BAC Joint Evaluation.
33	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 2021 that this report be deferred to December 2021 IJB due to the advice of partner organisations for staff to work from home where possible until revised instructions at end of 2021 . Given the NHS extension to March 2022 to work from home - deferred but to remain on planner . Deferred to 7 June due to system and workload pressures. Update 02/0222 from Legal - The IJB will continue to hold entirely remote meetings until the report goes and the recommendation to try a hybrid meeting is accepted
34		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		R	Deferred to 7 June due to system and workload pressures. Propose to remove as duplicated at: Integration Joint Board Membership - Post Local Elections
35	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		D	Deferred to 7 June due to system and workload pressures. Proposed to defer to August 2022 due to volume of business on June Planner.
36	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		D	Deferred to 7 June due to system and workload pressures. Proposed to defer to August 2022 due to volume of business on June Planner.
37	21.02.2022	Link Worker service Re-tender							T	To be included in CO update report.
38	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. Deferred from IJB December 2021, to remain on planner. Proposed to defer to August 2022 due to the volume of business on June Planner. Kevin Dawson advises of aim to pull together a consolidated regular update report on all current MWC Reports to go to Clinical Care & Governance Committee that should remove requirement for specific reports to go to IJB
39	<b>30 August 2022</b>									
40	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
41	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			
42	Standing Item	Winter Plan	An update to IJB on winter planning arrangements		Martin Allan	Business Lead	ACHSCP			
43	<b>11 October 2022</b>									
44	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
45	Standing Item	IJB, APS and CCG Meeting dates - 2023 - 2024	To propose Meeting dates from 1 April 2022 to 31 March 2023		Emma Robertson	Clerk	ACC			
46	26.04.2021	Workforce Strategy	Strategy to support the Strategic Plan	n/a	Sandy Reid		ACHSCP	Move to August 2022.		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 was agreed at IJB on 15/12/21 this be deferred to 11 October 2022 at the latest, but to be brought sooner where possible. At 02/02/22 CFO advised move to IJB August 2022.
47	<b>29 November 2022</b>									
48	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
49	06.07.2021	Local Survey 2022	On 06.0721 at IJB : (iii)to instruct the Chief Officer to bring a report on the results of the Local Survey 2022 to the December 2022 meeting of the IJB;		Alison Macleod	Lead Strategy and Performance Manager	ACHSCP			
50	02.11.2021	Rosewell House Travel Plan - update	The impact of the travel plan and report back to IJB in 12 months on the outcomes and any measures that might be required.		Sarah Gibbon	Project Manager	ACHSCP			
51	<b>31 January 2023</b>									
52	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
53	23.03.2021	Integration Joint Board Membership - HSCP.21.022	(iii)to instruct the Chief Officer, ACHSCP to reconsider these arrangements by report to the IJB prior to 31 March 2023.		Clerk	Chief Officer	ACHSCP			
54	<b>28 March 2023</b>									

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55	Standing Item	Chief Officer Report	A regular update from the Chief Officer		Martin Allan	Business Lead	ACHSCP			
56	24.08.21	Rosewell House - evaluation report	Rosewell House - Options Appraisal and Recommendations - HSCP.21.088 (IJB 24/08/21) instruct the Chief Officer, to bring a full evaluation report of the service being delivered at Rosewell House to the IJB board in March 2023;		Sarah Gibbon	Project Manager	ACHSCP			