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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
11 October 2022									
9	Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations						
10	Standing Item	Chief Officer Report	To note the regular update from the Chief Officer	HSCP22.088	Kay Diack	Chief of Staff	ACHSCP		
11	Standing Item	Health & Social Care Partnership Meeting dates - 2023/2024	To seek approval of meeting dates from 1 April 2022 to 31 March 2023.	HSCP22.085	Emma Robertson	Clerk	ACC		
12	Standing Item	Audited Accounts	To seek approval of the Audited Final Accounts for 2021/22.	HSCP22.081	Paul Mitchell	Chief Finance Officer	ACHSCP	Members noted at IJB on 7 June 2022 that the Audited Accounts would be ready at the end of September 2022 and would be considered by the appropriate Committee thereafter.	
13	09.09.2022	Strategic Risk Register & Revised Risk Appetite Statement	To approve the updated versions of its Risk Appetite Statement and Strategic Risk Register (SRR).	HSCP22.083	Martin Allan	Business Lead	ACHSCP		
14	09.09.2022	Surge Plan	To note the overview of the ACHSCP Surge Plan focusing on prevention and anticipating demand; operational resilience; increase capacity; staff health and wellbeing and communication.	HSCP22.084	Martin Allan	Business Lead	ACHSCP		
15	07.06.22	Carers' Strategy	To note the draft Carers' Strategy , ahead of the final version being presented on 29 November 2022.	HSCP22.080	Alison MacLeod / Amy Richert	Strategy and Transformation Team	ACHSCP		
16	26.07.2022	Complex Care Market Position Statement	To seek approval of the Complex Care Market Position Statement - This is a new piece of work to bring together information on needs around Complex Care services and is one of the delivery plan priorities; the development of the Market Position Statement is linked to this.	HSCP22.082	Jenny Rae / Kevin Dawson	Strategy and Transformation Team	ACHSCP		
17	07.06.2022	Rubislaw Park Evaluation	To note the findings from the evaluation of the Rubislaw Park End of Life Care Beds Test of Change.	HSCP22.087	James Maitland / Michelle Grant	Strategy and Transformation Team	ACHSCP	Deferred to October will allow further data to be captured from the newer pathways into the EoL beds at Rubislaw.	
18	26.04.2021	Workforce Strategy	To seek approval from members following the consultation at IJB in August 2022. This strategy supports the Strategic Plan.	n/a	Sandy Reid / Stuart Lamberton		ACHSCP	D	feedback. Scottish Government feedback was expected during first week of September but this has not been received yet meaning it will not be ready in time for the IJB on 11 October. An SLT & OLT development session is planned for the workforce plan on 5 October, request to defer to IJB on 31st January 2023. The purpose of the report was amended to include funding approval. More time is required to confirm funding requirements. For the meantime, update to be provided via Chief Officer report.
19	28.04.22	Analogue to Digital telecare	To seek approval from the IJB for funding, and update on the progress of the project	n/a	Pete McAndrew /Nadir Freigoun / Valerie Taylor	Strategy and Transformation Team	ACHSCP	D	
29 November 2022									
21	Standing Item	Chief Officer Report	To note the regular update from the Chief Officer		Kay Diack	Chief of Staff	ACHSCP		
22	Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations						
23	06.07.2021	Local Survey 2022	To note the results of the Local Survey 2022.		Alison Macleod	Lead Strategy and Performance Manager	ACHSCP		
24	02.11.2021	Rosewell House Travel Plan - update	To note the impact of the travel plan and report back after 12 months on the outcomes and any measures that might be required.		Sarah Gibbon	Project Manager	ACHSCP		
25	18.07.22	PCIP Update	To provide an update on PCIP.		Susie Downie / Emma King	Primary care Leads	ACHSCP		
26	12.07.2022	Marywell Service Redesign	To note the findings of the review following Marywell Medical Practice not being awarded a contract following the 2c tendering process. A multi-agency review is being conducted. This report will show the outcomes of the review and the options for the service moving forward with a recommendation to seek IJBs approval.		Susie Downie / Emma King	Primary Care Leads	ACHSCP		
27	17.08.22	Carers' Strategy	To seek approval of the final version of the Carers' Strategy.						
28	26.07.2022	MHLD Commissioning Review	To seek approval to fund and issue Mental Health Residential Care Home contracts aligned to the development and implementation of the MHLD Residential and Supported Living Accommodation Market Position Statement.		Jenny Rae / Kevin Dawson	Strategy and Transformation Team	ACHSCP		Provisional date at present. May move to January 2023.
29	16.09.2022	Change of Contract	To seek approval of a business case for the changing of a contract of a contract from existing to another provider from 9 January 2023 for 15 months.		Shona Omand-Smith / Neil Stephenson	Commissioning Lead	ACHSCP		
30	27.09.22	Public Bodies' Statutory Climate Change Duties	To seek approval to submit the work that has been undertaken in relation to identifying emission reduction targets; and to seek approval for the proposed resource alignment and progress reporting approach. This is in respect of the Scottish Government's expectation for Public Bodies to show leadership on the global climate emergency - new requirements have been included in the mandatory annual reporting.		Sophie Beier	Strategy and Transformation Lead	ACHSCP		

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16.09.2022	Interim and Respite Bed Provision	To seek approval to increase expenditure around the capacity of interim and respite beds.		Shona Omand-Smith	Commissioning Lead	ACHSCP			
31 January 2023									
Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations							
Standing Item	Chief Officer Report	To note the regular update from the Chief Officer		Kay Diack	Chief of Staff	ACHSCP			
23.03.2021	Integration Joint Board Membership - HSCP.21.022	To reconsider any changes to arrangements by report to the IJB prior to 31 March 2023.		Clerk	Chief Officer	ACHSCP			
10.03.22	Mental Health and Learning Disabilities	To provide the Board with updates on any variation to the hosting of MHL D services by the city.		Paul Mitchell	Chief Finance Officer		At Budget on 10 March 2022, Board agreed to note that in respect of article 3.14 on page 64 of the report (specialist Mental Health and Learning Disabilities (MHL D) Services) it was recommended that the transitional period be extended to March 2023 and if anything were to vary with this matter, the Chief Finance Officer would bring a specific report back to the Board		
28 March 2023									
Standing Item	Chief Officer Report	To provide a regular update from the Chief Officer		Kay Diack	Chief of Staff	ACHSCP			
Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations							
24.08.21	Rosewell House - evaluation report	Chief Officer to bring a full evaluation report of the service being delivered at Rosewell House to the IJB in March 2023;		Sarah Gibbon	Project Manager	ACHSCP	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;		
Standing Item	Annual Procurement Workplan 2023/2024	To present the Annual Procurement Work Plan for 2023/24 for expenditure on social care services, together with the associated procurement Business Cases, for approval.		Neil Stephenson	Procurement Lead	ACC			
Standing Item	Medium Term Financial Framework - 2023/24	To provide an update on the final levels of funding delegated by Aberdeen City Council and NHS Grampian for health and social care activities in 2023/24 and to seek final approval of the medium-term financial framework.		Alex Stephen	Chief Finance Officer	ACHSCP			
	Grant Funding to Counselling Services	To advise the Board of grant funding requirements for the financial year 2023/2024 to grant funded organisations - and to inform the Board of preliminary and proposed work to review the service activity and ensure it is aligned to the whole system service provision across Aberdeen City.		Shona Omand-Smith	Commissioning Lead	ACHSCP			
Standing Item	Annual Resilience report - Inclusion of Integration Joint Boards as Category 1 Responders under Civil Contingency Act 2004	To provide information of the inclusion of IJB's as Category 1 Responders, in terms of the Civil Contingencies Act 2004 and an outline of the requirements that this inclusion involves.		Martin Allan	Business Lead	ACHSCP	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		This is an annual report and was last considered at IJB on 7 June 2022.
25.05.2021	Community Nursing Digitalisation	On 25 May 2021 IJB agreed - to instruct the Chief Officer, ACHSCP to present an evaluation report on implementation of the project to include outcomes within 1 year		Michelle Grant / Craig Farquhar	Chief Officer	ACHSCP	June 2022 - Strategic Plan Delivery Plan outline timeline for development and evaluation of this project to Spring 2023. Report deferred to 28 March 2023.		
TBC Future Meetings									
16.08.22	Fast Track Cities	To provide an annual update on the actions against the action plan submitted to the Integration Joint Board (IJB) on 21 January 2020.		Daniela Brawley / Lisa Allerton					Last presented to IJB on 30 August 2022. This is an annual report.
16.08.22	Neuro Rehabilitation Pathway	Following the Special meeting on 1 March 2022, to report back with an Options Appraisal on how service needs can be met, including a full assessment on the impact of any change for existing service users and how that can be mitigated.		Jason Nicol	Head of Service Specialist Older Adults and Rehabilitation Services				Outline draft expected end of March 2023, to come to next IJB after that.
	ACHSCP Annual Report	To seek approval of the ACHSCP Annual Report - 22 August 2023 meeting		Aliosn MacLeod	Lead Strategy and Performance Manager				
Standing Item	Equalities and Equalities Outcomes	To note the progress towards evidencing compliance with the Human Rights Act 1998, the Equality Act 2010, the Scottish Specific Public Sector Equality Duties 2012 and the Fairer Scotland Duty 2018, outlining how person-centered equality and human rights culture is being delivered across all services. At IJB on 25 May 2021 Members resolved 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	Went to RAPC on 01/03/22 and to IJB on 30 August 2022.		
	IJB Scheme of Governance Annual Review	Considered at IJB on 7 June 2022 - this is an annual review so date to be established for approx June 2023 review		John Forsyth	Solicitor ACC	ACHSCP			