

	A	B	C	D	E	F	G	H	I	J
1	RISK and AUDIT PERFORMANCE COMMITTEE BUSINESS PLANNER									
2	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.									
3	Date Created	Report Title	Minute Reference/Committee Decision or Purpose of Report	Report Number	Report Author	Lead Officer / Business Area	Directorate	Update/Status	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
4	28 February 2023									
5	Standing Item	Board Assurance and Escalation Framework (BAEF)	To note the Framework (reviewed by the Committee on an annual basis as per resolution on 26.08.2020)	HSCP.23.009	Martin Allan	Business Manager	ACHSCP			
6		Internal Audit Plan 2023-26	To seek approval of the Internal Audit Plan for the Aberdeen City Integration Joint Board for 2023-26	HSCP.23.016	Jamie Dale	Chief Internal Auditor	Governance			
7		Internal Audit Update Report	To provide an update on Internal Audit's work since the last update. Details are provided of the progress against the approved Internal Audit plans, audit recommendations follow up, and other relevant matters.	HSCP.23.012	Jamie Dale	Chief Internal Auditor	Governance			
8	01.11.22	IJB Audit - Transformational Programme	To note the outcome of Internal Audit report of IJB Transformational Programme. Going to ACC Audit Risk & Scrutiny Committee first in December 2022.	HSCP.23.013	Jamie Dale	Chief Internal Auditor	Governance			
9		Internal Audit Data Sharing	To present the outcome from the planned audit of IJB Data Sharing that was included in the Internal Audit Plan for Aberdeen City Integration Joint Board.	HSCP.23.014	Jamie Dale	Chief Internal Auditor	Governance			
10		Quarter 3 Financial Monitoring Report	To note 2022/2023 revenue budget performance for the services within the remit of the IJB for quarter 3 (end 31 Dec. 2022) / To note any areas of risk and management action relating to the revenue budget performance of the IJB services / To approve the budget virements so that budgets are more closely aligned to anticipated income and expenditure.	HSCP.23.017	Paul Mitchell	Chief Finance Officer	ACHSCP			
11	30.11.22	Strategic Plan 2022-2025: Delivery Plan Quarter 3 Update	To note the position and to provide assurance to the Committee relating to progress of the Delivery Plan as set out within the Aberdeen City Health and Social Care Partnership (ACHSCP) Strategy Plan 2022-2025	HSCP.23.015	Alison Macleod	Strategy and Transformation Team	ACHSCP			
12	24.08.21	Navigator project evaluation	IJB 24.08.21 - NAVIGATOR REPORT - HSCP.21.086 - to instruct the Chief Officer, ACHSCP to present an evaluation and update report to the RAPC prior to conclusion of Year 2 funding. (First two years October 21 to October 23)		Simon Rayner	ADP Strategic Lead	ACHSCP		D	Due to capacity issues, unable to submit for February 2023; asked for it to be deferred until May 2023 meeting.

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3										
	Standing Item	Whistleblowing Updates	To note the position regarding incidents of whistleblowing - At IJB on 06.07.21: 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		R	There are no incidents to report at this time.
13										
	01.03.22	CAMHS Update report - Young People Monitoring Report 2020-21, Mental Welfare Commission	To provide updates (1) following the publication of the 2021-22 Mental Welfare Commission Young People's Monitoring Report, due in October 2022; and (2) to update with specifics regarding gaps in services, actions and target timescales		Jane Fletcher / Amanda Farquharson				D	Amanda Farquharson advises there is no update to the report approved in June 2022 as they are awaiting the Children and Young Person Mental Welfare Commission report to be published. Deferred from November 2022. Update February 2023 - data further delayed.
14										
	01.03.22	Self Directed Support	RAPC members agreed 01/02/22 that Self Directed Support would be considered at the meeting of RAPC on 23 June 2022		Claire Wilson	Lead for Social Work	ACHSCP		R	A specific report is not required. SDS high level information to be included on the performance dashboards
15										
	27.01.22	Annual Review of RAPC			Paul Mitchell / Amy Richert	Chief Finance Officer	ACHSCP		T	Several links and references to the full financial year & the MTFF. Move this report to post year-end and take it to the RAPC on 2 May 2023
16										
	Standing Item	Review of Financial Governance	To provide assurance on Governance Environment - annual report. Last RAPC was 26 April 2022.		Paul Mitchell	Chief Finance Officer	ACHSCP		T	Several links and references to the full financial year & the MTFF. Move this report to post year-end and take it to the RAPC on 2 May 2023
17										
18	2 May 2023									
19	Standing Item	Whistleblowing Updates	Quarterly update							
20	Standing Item	Directions Tracker	6 monthly reporting							
21		Strategic Risk Register	To seek approval of the Bi-Annual report							
22		Approval of Unaudited Accounts			Paul Mitchell	Chief Finance Officer	ACHSCP			
23	Standing Item	External Audit Strategy 2022/23				Audit Scotland	Audit Scotland	2021/22 Strategy considered at April 2022 RAPC; spring 2023 date TBC for next consideration.		
24	23.09.21	Primary Care Improvement Plan Update	Further update report (last reported at 23 September 21 RAPC - HSCP.21.105)		Emma King / Sarah Gibbon		ACHSCP	Presented to RAPC on 23 June 2022. Members agreed the recommendation: that a further PCIP performance update is presented to the committee in Spring 2023 (unless required by exception)		
25	13 June 2023									
26	Standing Item	Internal Audit Reports - Annual Report & IJB Performance Management Reporting	Assurance that services are operating effectively		Jamie Dale	Chief Internal Auditor	Governance	Reports presented to RAPC on 23 June 2022 - this is an annual requirement so a date in June 2023 should be identified.		

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39	Standing Item	Financial Regulations Review	To approve the revised Financial Regulations. Last reviewed 17 November 2022.		Paul Mitchell	Chief Finance Officer	ACHSCP			
40		Workforce Plan	Members agreed at IJB in November 2022 to instruct the Chief Officer to report progress annually to the Risk, Audit, and Performance Committee.		Sandra MacLeod	Chief Officer	ACHSCP			
41	23 January 2024									
42	Standing Item	Whistleblowing Updates	Quarterly update		Martin Allan	Business Manager	ACHSCP			
43	30.11.22	Quarterly Performance Reports against the Delivery Plan (TBC November 2023 or March 2024)	To note the position.		Alison Macleod	Strategy and Transformation Team				
44	26 March 2024									
45	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.		
46		Annual Review of RAPC			Paul Mitchell / Amy Richert	Chief Finance Officer	ACHSCP		T	As 2023
47		Approval of Unaudited Accounts			Paul Mitchell	Chief Finance Officer	ACHSCP		T	As 2023