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				RISK and AL	JDIT PERFORMAN	ICE COMMITTEE BUS	INESS PLANNE			
1		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		Minute Reference/Committee Decision or Purpose of Report	Report Number		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					2	May 2023			, , ,	
5	Standing Item	Directions Tracker	To present the six-monthly update on the status of Directions made by the Integration Joint Board (IJB) to Aberdeen City Council (ACC) and NHS Grampian.	HSCP.23.032	Alison Macleod	Strategy and Transformation Team				
6	Standing Item	External Audit Strategy 2022/23	To provide a summary of the work plan for Audit Scotland's 2022/23 external audit of Aberdeen City Integration Joint Board (IJB).	HSCP.23.034	Anne MacDonald	Audit Scotland	Audit Scotland	2021/22 Strategy considered at April 2022 RAPC.		
7		Approval of Unaudited Accounts	To review and comment on the unaudited final accounts for 2022/23.	HSCP.23.037	Paul Mitchell	Chief Finance Officer	ACHSCP			
8		Strategic Plan 2022-2025: Delivery Plan Quarter 4 Update	To provide assurance 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.23.028	Alison Macleod	Strategy and Transformation Team	ACHSCP			
9	23.09.21	Primary Care Improvement Plan Update	To provide a further update report (last reported at 23 September 21 RAPC - HSCP.21.105).	HSCP.23.033	Emma King / Sarah Gibbon/Alison Penman		ACHSCP	Presented to RAPC on 23 June 2022. Members agreed the recomendation:that a further PCIP performance update is presented to the committee in Spring 2023 (unless required by exception)		
10	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	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	D	Defer to June 2023 due to absence.
11		Review of Duties and Year End Report - Annual Review of RAPC	To present a review of reporting for 2022/23 and an early draft intended schedule of reporting for 2023/24 to provide assurance that the Committee is fulfilling all the duties as set out in its terms of reference.	HSCP.23.031	Alison Macleod	Strategy and Transformation Team			D	Defer to June 2023 as this report should be considered in conjunction with the Review of Financial Governance.
12	Standing Item	Whistleblowing Updates	Quarterly update		Martin Allan				R	No incidents to report this quarter.
13		Strategic Risk Register	To seek approval of the Bi-Annual report		Martin Allan				D	Request to defer report to June as author still meeting with the risk owners ahead of the report going to UB in June, so the same information will go to the RAP Cttee and IJ Board.
14	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. April 2023 - Still awaiting data from the provider, timescale to be advised.
15					13	June 2023				

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16	Standing Item	Internal Audit Reports - Annual Report & IJB Performance Manangement 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 shoud be identified.		
17	22.06.2021	Justice Social Work Performance report and Justice Social Work Annual Report	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.	HSCP.22.042	Kevin Toshney/ Claire Wilson / Lesley Simpson / Liz Cameron	Lead for Social Work	ACHSCP	Annual Report. Approved by RAPC on 23 June 2022, therefore meetign date in JUne 2023 to be decided for next consideration.		
18	30.11.2022	Quarterly Performance Reports against the Delivery Plan	To note the position.		Alison Macleod	Strategy and Transformation Team	ACHSCP		Т	Moved to May 2023 RAPC
19	01.03.22		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					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.
20					19 S€	eptember 2023				
21	Standing Item	Whistleblowing Updates	Quarterly update		Martin Allan	Business Manager				
22		Locality Plans	To note the update - At IJB on 30 August 2022, members instructed the Chief Officer to report to the Risk, Audit and Performance committee in 12 months with an update on locality planning		Alison Macleod / Chris Smilie	Lead Strategy and Performance Manager	ACHSCP			
23		ASP Inspection Report	To note the progress update regarding Next Stepfollowign the ASP Inspection published in April 2022.		Claire Wilson	Lead for Social Work				
24		Quarterly Performance Reports against the Delivery Plan	To note the position.		Alison Macleod	Strategy and Transformation Team	ACHSCP			
25					28 N	ovember 2023				
26	Standing Item	Directions Tracker	6 monthly reporting							
27		IJB Annual Performance Report				Strategy and Transformation Team				

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28	Standing Item	Internal Audit Update Report	To provide assurance that services are operating effectively and to note the update on the work of Internal Audit.		Jamie Dale	Chief Internal Auditor	Governance			
29		Quarterly Performance Reports against the Delivery Plan (TBC November 2023 or March 2024)	To note the position.		Alison Macleod	Strategy and Transformation Team				
30	Standing Item	Financial Regulations Review	To approve the revised Financial Regulations. Last reviewed 17 November 2022.		Paul Mitchell	Chief Finance Officer	ACHSCP			
31		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			
32	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	Expected to IJB in April 2024.		
22					23 .1	anuary 2024				
33	Standing Item	Whistleblowing Updates	Quarterly update			Business Manager	ACHSCP			
35		Quarterly Performance Reports against the Delivery Plan (TBC November 2023 or March 2024)	To note the position.		Alison Macleod	Strategy and Transformation Team	ACTION			
36	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)		Martin Allan	Business Manager	ACHSCP			
37		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			
38					2	April 2024				
39	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.		

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40		Annual Review of RAPC			Paul Mitchell / Amy Richert	Chief Finance Officer	ACHSCP		T	As 2023
41		Approval of Unaudited Accounts			Paul Mitchell	Chief Finance Officer	ACHSCP		Т	As 2023
42			·					·		