

A	B	C	D	E	F	G	H	I	J
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	Delayed/ Deferred or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2023 Meetings									
10 October 2023									
5	Standing Item	Chief Officer Report	To provide a regular update from the Chief Officer	HSCP23.067	Roz Harper	Sandra Macleod	ACHSCP	On the agenda	
6	Standing Item	Video Presentation	Getting on with HIV: Positive Voices				On the agenda		
7	23.09.21	Primary Care Improvement Plan Update	Annual update report	HSCP.23.070	Emma King / Alison Penman		ACHSCP	Update presented to RAPC on 2 May 2023. Members note that the annual PCIP Update report would be presented to the meeting of the Integration Joint Board at its meeting on 10 October 2023.	
8	05.09.23	Integration Joint Board Membership - New Appointee to IJB	To advise the IJB of a recent change to its voting membership.	HSCP.23.071	Emma Robertson/ John Forsyth	ACC Governance	ACC	On the agenda	
9	06.09.23	Health and Social Care Partnership Meeting Dates 2024-25	To seek approval of the Integration Joint Board (IJB), Risk Audit and Performance Committee (RAPC) and Clinical and Care Governance Committee (CCGC) meeting dates for 2024-25.	HSCP.23.072	Emma Robertson	ACC Governance	ACC	On the agenda	
10	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.	HSCP.23.053	Daniela Brawley / Lisa Allerton	Sandy Reid	ACHSCP	On the agenda	
11	29.11.22	Climate Change Project and Reporting	To seek approval for the submission of the attached climate change report to the Scottish Government by 30 November 2023.	HSCP23.069	Sophie Beier	Strategy and Transformation Team	ACHSCP	On the agenda	
12		Strategic Review of Neuro Rehabilitation Pathway	To seek approval of the Strategic Review work and draft Implementation Plan. Outline draft expected end of March 2023, to come to next IJB after that.	HSCP.23.047	Tracey MacMillan/ Lynn Morrison/ Jason Nicol	Lynn Morrison	ACHSCP	On the agenda	
13	12.09.23	General Practice: Proposed Tender to Support Asylum Seekers	To present the outcomes and recommendations of an options appraisal commissioned to identify the most appropriate delivery mechanism for providing primary care health services, including General Medical Services (GMS) provision (provision of essential GP medical services), to Asylum Seeker arrivals within the Grampian area.	HSCP.23.073	Susie Downie	Fraser Bell	ACHSCP	On the agenda; Exempt report	
14	Standing Item	Audited Accounts	To seek approval of the Audited Final Accounts for 2022/23.	HSCP23.068	Paul Mitchell	Chief Finance Officer	ACHSCP	D	External Auditor advised 12 September 2023 that the accounts have not yet been audited; therefore request to defer to 5 December 2023.
15	26.07.2022	Complex Care Market Position Statement	To seek approval of the Complex Care Market Position Statement. IJB agreed on 11 October 2022 to note that progress on delivery of the Complex Care Market Position Statement would be reported to the Integration Joint Board annually.		Jenny Rae / Kevin Dawson	Strategy and Transformation Team	ACHSCP	D	Request on 1 September 2023 to defer this paper to meeting on 5 December 2023. This will enable an update to be provided on the proposal for the development of a new complex care facility in Aberdeen. The business case for the facility will be considered at ACC Finance and Resources Committee in November 2023. This item will be subject to a Topic Specific Seminar.
5 December 2023									
17	Standing Item	Chief Officer Report	To provide a regular update from the Chief Officer		Roz Harper	Sandra Macleod	ACHSCP		
18	Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations						
19	28.09.23	Aberdeen City Vaccination Centre - Priority Intervention Hub	To seek approval for ongoing Lease of Bon Accord Unit for the Priority Intervention Hub		Caroline Anderson	Sandy Reid	ACHSCP/ ACVC		
6 February 2024									
21	Standing Item	Chief Officer Report	To provide a regular update from the Chief Officer		Roz Harper	Sandra Macleod	ACHSCP		
22	Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations						

A	B	C	D	E	F	G	H	I	J
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	Delayed/ Deferred or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
18.09.23	General Practice Update	To update members on the development of a vision for Primary Care in Grampian.		Fraser Bell	Sandra Macleod	ACHSCP			
17.01.2023	Grant Funding	Annual report on to seek approval to direct Aberdeen City Council (ACC) to extend grant funding arrangements.		Shona Omand-Smith	Commissioning Lead	ACHSCP			
31.01.2023	Carers' Strategy	To provide an update and annual review of the strategy approved by IJB on 31 January 2023. Members agreed on 31.01.23 to instruct the Chief Officer of the IJB to report back on progress with the Carer Strategy and Action Plan annually.		Stuart Lamberton	Strategy and Transformation Team	ACHSCP			
Standing Item	Annual Procurement Workplan 2024/2025	To present the Annual Procurement Work Plan for 2024/25 for expenditure on social care services, together with the associated procurement Business Cases, for approval.		Neil Stephenson	Procurement Lead	ACC			
07.02.2023	Annual Grants Workplan 2024/25	To seek approval of the grant funding for 2024/25.		Shona Omand-Smith	Commissioning	ACHSCP			
31.01.2023	Report on test of change at Sport Aberdeen's new facility in Northfield	On 31.01.2023 members heard that ACHSCP was looking to work with Sport Aberdeen with a test of change at Sport Aberdeen's new facility in Northfield, where the initiative created a health and social care community hub called Get Active @Northfield which included access to community space it was hoped to support local people to continue to improve their health through sustained physical activity. Members would receive an update on the project and its outcomes towards the end of 2023.		Alison McLeod	Strategy and Transformation Team	ACHSCP			
26 March 2024 (Budget)									
	IJB Budget - Medium Term Financial Framework	To approve the Budget.		Paul Mitchell	Chief Finance Officer	ACHSCP			
TBC Future Meetings									
29.11.2022	Marywell Service Redesign Business case	Members agreed on 29 November 2022 to instruct the Chief Officer to report to the Integrated Joint Board on the next phase of the redesign of the Marywell Service, with a Business Case to outline the future provision of services within 18 months		Susie Downie / Emma King / Teresa Waugh / Clair Ross / Simon Rayner	Primary Care Leads	ACHSCP	Expected April/May/June 2024		
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 April 2024		
04.11.2022	IJB Scheme of Governance Annual Review	To seek approval of the revised Scheme of Governance. Considered at IJB on 7 June 2022 and 25 April 2023- this is an annual review. On 22 August 2023 members agreed to instruct the Chief Officer to ensure the IJB Carers and Service Users Representatives Expenses Policy was reviewed annually as part of the review of the Scheme of Governance		Jess Anderson/John Forsyth/Vicki Johnstone Alison MacLeod (Carers' expenses)	Legal ACC	ACHSCP	Expected Spring 2024		
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. Annual report, last considered at IJB on 25 April 2023..		Martin Allan	Business Lead	ACHSCP	Expected Spring 2024		
25.04.2023	Supplementary Procurement Work Plan (Social Care) for 2024/25	To seek approval for the Supplementary Procurement Work Plan for 2024/25 for expenditure on social care services, together with the associated procurement Business Case.		Neil Stephenson	Strategic Procurement	ACHSCP	Expected Spring 2024		
25.04.2023	Creating Hope Together: Scotland's Suicide Prevention Strategy and Action Plan	To note the annual update on the national Suicide Prevention Strategy & Action Plan presented to IJB on 25 April 2023. Members instructed the Chief Officer to provide an update on progress annually to the Integration Joint Board		Kevin Dawson / Jennifer Campbell	Strategy and Transformation Team	ACHSCP			
25.05.2021	Community Nursing Digitalisation	On 25 April 2023 IJB agreed - to instruct the Chief Officer, ACHSCP to present a one-year update report on the progress of the project (HSCP.23.022)		Michelle Grant	Chief Officer	ACHSCP	Expected Spring 2024		
30.11.22	Biennial Progress report on delivery of our Equality Outcomes and Mainstreaming Framework	To approve publication and submission of the report to the Equality and Human Rights Commission This is a statutory obligation to report on progress every two years after approval; reported in May 2021 and April 2023 (HSCP.23.024)		Alison Macleod	Strategy and Transformation Team	ACHSCP	Expected Spring 2025		

A	B	C	D	E	F	G	H	I	J	
<p style="text-align: center;">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.</p>										
1										
2	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	Delayed/ Deferred or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
40	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. This is an annual report. Presented to IJB on 30 August 2022 and at time of writing planned for 10 October 2023.		Daniela Brawley / Lisa Allerton			Expected October 2024		
41		ACHSCP Annual Report	To seek approval of the ACHSCP Annual Report		Alison MacLeod / Amy Richert	Alison MacLeod	ACHSCP	Last presented August 2023		
42	07.09.23	Strategic Risk Register			Martin Allan	Business and Resilience Manager	ACHSCP	Expected approx. August 2024		
43	22.08.23	Rosewell House - Evaluation	On 22 August 2023 IJB agreed: (1) to approve an extension of the integrated facility at Rosewell House to 31 December 2025; and (2) Request a further report to be brought in Summer 2025 to determine the future direction of Rosewell House with consideration given to the next iteration of the Partnership's Strategic Plan.		Calum Leask / Fiona Mitchelhill	Alison MacLeod, Strategy and Transformation	ACHSCP	Summer 2025		
44	22.08.2023	Memorandum of Understanding with Public Health Scotland	To instruct the Chief Officer to provide a progress report on the strategic partnership agreement at a meeting of the Integration Joint Board in 2024 (agreed on 22 August 2023).		Fraser Bell	Sandra Macleod	ACHSCP	Summer 2024		