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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	Delayed/ Deferred or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2024 Meetings									
9 July 2024									
5	Standing Item	Video Presentation: TLC Aberdeen	To note the regular video presentation from a choice of partner organisations.						
6	Standing Item	Chief Officer Report	To provide a regular update from the Chief Officer.	HSCP.24.046	Roz Harper	Fiona Mitchelhill	ACHSCP		
7	07.05.2024	New Patient Representative members	To seek approval of the appointment of three new Service User Representatives for a three-year term from July 2024 to July 2027.	HSCP.24.052	Grace Milne	Alison MacLeod, Strategy and Transformation	ACHSCP		
8	04.11.2022	IJB Scheme of Governance Annual Review	To present the revised Scheme of Governance and seek approval of the revised Standing Orders and Terms of Reference. This is an annual review, previously presented on 7 June 2022 and 25 April 2023.	HSCP.24.048	Jess Anderson/John Forsyth/Vicki Johnstone	Jenni Lawson	ACHSCP		
9	05.04.2024	Refreshed LOIP and Locality Plans	To seek endorsement of the refreshed LOIP and Locality Plans.	HSCP.24.043	Iain Robertson	Alison MacLeod	ACHSCP		
10	25.04.2023	Creating Hope Together: Scotland's Suicide Prevention Strategy and Action Plan	To note the published national Suicide Prevention Strategy and Action Plan and to provide assurance on activities locally. This was last presented to the IJB on 25 April 2023, when Members instructed the Chief Officer to provide an update on progress annually.	HSCP.24.049	Kevin Dawson / Jennifer Campbell	Alison MacLeod and Kevin Dawson	ACHSCP		
11	03.04.2024	Evaluation of Aberdeen City Vaccination and Wellbeing Hub	To provide an evaluation of the first year of the Aberdeen City Vaccination and Wellbeing Hub and to seek approval for its ongoing provision.	HSCP.24.047	Caroline Anderson	Fiona Mitchelhill	ACHSCP		
12	04.01.2024	Market Position Statement 2024-2034 on Independent Living and Specialist Housing Provision	To seek approval of the document, outline accommodation requirements for the City and to provide strategic direction.	HSCP.24.050	James Maitland	Alison MacLeod, Strategy and Transformation	ACHSCP	D	This report will be presented to the September meeting of the IJB. This will enable further dialogue with partners to maximise alignment across partners' strategic plans.
24 September 2024									
14	Standing Item	Chief Officer Report	To provide a regular update from the Chief Officer		Roz Harper	Fiona Mitchelhill	ACHSCP		
15	Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations						
16		ACHSCP Annual Report	To seek approval of the ACHSCP Annual Report		Alison MacLeod / Calum Leask	Alison MacLeod	ACHSCP		
17	07.09.23	Strategic Risk Register	To present an updated version of the Integrated Joint Board's (IJB) Strategic Risk register.		Martin Allan	Martin Allan	ACHSCP		
18	28.06.2024	ACHSCP Budget Protocol	To present the IJB Budget Protocol for approval		Sarah Gibbon	Alison MacLeod	ACHSCP		
19	10.10.23	Strategic Review of Neuro Rehabilitation Pathway - Phase 1 Evaluation	On 10 October 2023 IJB agreed to instruct the Chief Officer to report an evaluation of Phase 1 to the Integration Joint Board in August 2024 before Phase 2 commences.		Tracey MacMillan/ Lynn Morrison/ Jason Nicol	Lynn Morrison	ACHSCP		
20	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	Fiona Mitchelhill	ACHSCP		
21	27.05.2024	North East Population Alliance	At its meeting of 23 August 2023, the Council agreed that Aberdeen City Council be a signatory to the strategic partnership agreement and requested the Chief Executive to provide Council with an annual progress report on the strategic partnership agreement.		Martin Murchie	Data Insights	ACC Corporate Services		
19 November 2024									
23	Standing Item	Chief Officer Report	To provide a regular update from the Chief Officer		Roz Harper	Fiona Mitchelhill	ACHSCP		
24	Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations						
25	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 10 October 2023.		Daniela Brawley / Lisa Allerton	Sandy Reid			
26	23.09.21	Primary Care Improvement Plan Update	Annual update report. HSCP.23.070 reported to IJB on 10 October 2023.		Emma King / Alison Penman	Emma King	ACHSCP		
27		Health and Social Care Partnership Meeting Dates 2025-26	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 2025-26.		Emma Robertson	Jenni Lawson	ACC		

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29.11.22	Climate Change Project and Reporting	To seek approval for the submission of the climate change report to the Scottish Government on 30 November 2024.		Sophie Beier	Alison MacLeod	ACHSCP			
01.11.2023	Chief Social Work Officer's Annual Report	To inform Members of the role and responsibilities exercised by the Chief Social Work Officer; to provide information on the delivery of statutory social work services and decision making in the period; and to give a progress report on key areas of social work provision within Aberdeen City. Last presented to IJB on 5 December 2023.		Graeme Simpson	Eleanor Sheppard	ACC			
Standing Item	Audited Accounts	To seek approval of the Audited Final Accounts for 2023/24.		Kenny Low	Chief Finance Officer	ACHSCP	Date TBC		
07.05.2024	Draft Strategic Plan	At the IJB on 7 May 2024, Members agreed to add the following reports to the Planner: (1) Draft Strategic Plan on 19 November 2024 and (2) Final Strategic Plan on 18 March 2025.		Alison MacLeod	Alison MacLeod	ACHSCP			
4 February 2025									
Standing Item	Chief Officer Report	To provide a regular update from the Chief Officer		Roz Harper	Fiona Mitchelhill	ACHSCP			
Standing Item	Video Presentation	To note the regular video presentation from a choice of partner organisations							
28.09.23	Aberdeen City Vaccination Centre - Priority Intervention Hub - extension of lease	On 5 December 2023 the IJB agreed to approve the extension of the current lease of the Aberdeen City Vaccination Centre at Unit 19 Bon Accord Aberdeen for a further year from 10 May 2024 until 9 May 2025.		Caroline Anderson	Sandy Reid	ACHSCP/ ACVC			
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. Reported to IJB on 6 February 2024.		Stuart Lambertson/ Grace Milne	Alison MacLeod	ACHSCP			
Standing Item	Annual Procurement Workplan 2025/202	To present the Annual Procurement Work Plan for 2025/26 for expenditure on social care services, together with the associated procurement Business Cases and Grant funding arrangements, for approval.		Neil Stephenson / Shona Omand-Smith	Fiona Mitchelhill	ACC			
26.03.2024	GP Vision Update	On 26 March 2024, the IJB resolved to instruct the Chief Officer to report back to the Integration Joint Board by end of March 2025 with a progress update on the implementation of the vision and objectives.		Alison Chapman/ Emma King	Fraser Bell	ACHSCP			
07.05.2024	Marywell and Timmermarket Integrated Service Review	At the IJB on 7 May 2024, members resolved to instruct the Chief Officer to proceed with an options appraisal and report back to the meeting of the IJB scheduled for 4 February 2025, outlining the future trajectory of the Marywell Practice.		Susie Downie / Emma King / Teresa Waugh / Clair Ross / Simon Rayner	Emma King and Kevin Dawson	ACHSCP			
18 March 2025 (Budget)									
Standing Item	IJB Budget - Medium Term Financial Framework	To approve the Budget.		Kenny Low	Chief Finance Officer	ACHSCP			
07.05.2024	Final Strategic Plan	At the IJB on 7 May 2024, Members agreed to add the following reports to the Planner: (1) Draft Strategic Plan on 19 November 2024 and (2) Final Strategic Plan on 18 March 2025.		Alison MacLeod	Alison MacLeod	ACHSCP			
2025 and dates TBC									
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	Alison MacLeod	ACHSCP	Expected Spring 2025		
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 and Fiona Mitchelhill	ACHSCP	Summer 2025		
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 7 May 2024		Martin Allan	Martin Allan	ACHSCP	May-25		
22 March 2024	Outcome of IJB Culture Research Project	Presented to the IJB on 7 May 2024 - suggestion to recommission in 12-18 months.		Alison MacLeod	Alison MacLeod	ACHSCP			

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48	Standing Item	Progress on EOMF and Review of Equality Outcomes			Alison Macleod	Alison MacLeod	ACHSCP	May-25		
49	01.05.2024	Vaccine Uptake	Annual paper on Vaccine Uptake across all programmes and particularly the Childhood Immunisations Improvement Action Plan.		Caroline Anderson/ Jo Hall	Sandy Reid	ACHSCP/ ACVC	TBC April/May 2025		
50	07.05.2024	Morse Community Electronic Patient Record Evaluation and Contract Renewal	On 7 May 2024, Members agreed : (i) to note the Morse Evaluation appended at Appendix B of the report; and (ii) to approve a further three year contract with Cambric, running from October 2024, to supply Morse as an Electronic Patient Record for Community Nursing, Hospital at Home, Macmillan Nursing, Health Visiting and School Nursing Services		Michelle Grant	Alison MacLeod, Strategy and Transformation	ACHSCP	TBC May 2027		