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1				RISK and AUE	DIT PERFORMANC	E COMMITTEE BUSIN	ESS PLANNER	1		
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
_	10 September 2024									
5	10.07.24	Quarter 1 Financial Monitoring Report to June 2024	To present an update on the financial position.	HSCP24.063	Kenny Low	Chief Finance Officer	ACHSCP	On the agenda		
6	Standing Item	Internal Audit Update Report	To provide an update on Internal Audit's work since the last update: progress against the approved Internal Audit plans, audit recommendations follow up, and other relevant matters.	HSCP24.065	Jamie Dale	Chief Internal Auditor	Internal Audit	On the agenda		
7	21.05.2024	Quarterly Performance Report against the Delivery Plan	To provide assurance and update on the progress of the Delivery Plan as set out within the ACHSCP Strategy Plan 2022-2025.	HSCP24.064	Calum Leask/ Alison Macleod	Strategy and Transformation Team	ACHSCP	On the agenda		
8	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)	HSCP.24.016	Simon Rayner	ADP Strategic Lead	ACHSCP	On the agenda		
9	20.08.2024	Accounts Commission: IJB Finance and Performance Report 2024	To provide a summary of the Accounts Commission's Finance and Performance Report for IJBs in 2024 and to provide assurance across the Accounts Commission's recommendations.	HSCP.24.072	Sarah Gibbon	Chief Finance Officer	ACHSCP	On the agenda		
10	Standing Item	Review of Financial Governance	To provide assurance on Governance Environment annual report. Last RAPC was 13 June 2023.	HSCP.24.037	Kenny Low	Chief Finance Officer	ACHSCP			Due to staff absence, this report will be deferred to the meeting of 3 December 2024
11	3 December 2024									
12	07.09.23	Strategic Risk Register	To present an updated version of the Integrated Joint Board's (IJB) Strategic Risk register.		Martin Allan	Business Manager	ACHSCP	As agreed at Risk Workshop in Jan 24, the report will also present the IJB's Risk Appetite Statement for mid year review.		
13		Workforce Plan Annual Update Report	To provide an overview of the current workforce and the progress made against the Workforce Plan Priorities - Members agreed at UB in November 2022 to instruct the Chief Officer to report progress annually to the Risk, Audit, and Performance Committee. Last reported on 28 November 2023.		Stuart Lamberton / Grace Milne	Chief Officer	ACHSCP			

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14	19.09.2023	Justice Social Work Delivery Plan update 2023-24 and Performance 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. Plan reported on 19.09.2023, Performance Report on 28.11.2023.		Kevin Toshney/ Claire Wilson / Lesley Simpson / Liz Cameron	Chief Social Work Officer	ACHSCP			
15	10.07.24	Quarterly Financial Monitoring Report to September 2024	To present an update on the financial position.		Kenny Low	Chief Finance Officer	ACHSCP			
16	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 (NHSG).		Alison MacLeod	Strategy and Transformation Team	ACHSCP			
17	12.06.2024	Adult Support and Protection - Biennial Report	To present the Biennial report to Committee following submission to Scottish Government.		Val Vertigans/Claire Wilson	Val Vertigans/Claire Wilson	Fiona Mitchelhill	Chief Officer		
18	02.05.23	Primary Care Improvement Plan (Update)	Six monthly update regarding progress implementing the Primary Care Improvement Plan . Last reported 4 June 2024.		Alison Penman	Susie Downie	ACHSCP			
10					25 Feb	oruary 2025				
20	10.07.24	Quarterly Financial Monitoring Report to December 2024	To present an update on the financial position.		Kenny Low	Chief Finance Officer	ACHSCP			
24					2025	and TBC				
22	19.09.2023	Locality Planning Annual Reports	To note the update - At IJB on 19 September 2023, members instructed the Lead Officer to submit the 2023-24 Locality Planning Annual Reports to the Committee in September 2024.		Alison Macleod / lain Robertson	Lead Strategy and Performance Manager	ACHSCP	May/June 2025 - as the refreshed LOIP and Locality Plans come into effect on 29 April 2024 , the Locality Planning Team representing both Community Planning and ACHSCP requested to move the annual reporting from August/September 2024 to June 2025 as the three annual performance reports on the new plans would have only been in place for a couple of months if taken in June 2024.		
23	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	Last presented 2 April 2024		
24	Standing Item	External Audit Strategy 2024/25	To provide a summary of the work plan for Audit Scotland's 2024/25 external audit of Aberdeen City Integration Joint Board (IJB).		Anne MacDonald	Audit Scotland	Audit Scotland	Last considered at RAPC 2 April 2024		
25	Standing Item	Whistleblowing Updates	Quarterly update		Martin Allan	Business Manager	ACHSCP			

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3	Date Created		Minute Reference/Committee Decision or Purpose of Report	Report Number	Report Author	Lead Officer / Business Area	Directorate	Update/Status		Explanation if delayed, removed or transferred
26		Quarterly Performance Reports against the Delivery Plan	To note the position.		Alison Macleod	Strategy and Transformation Team				
27	07.09.23	Strategic Risk Register	To present an updated version of the Integrated Joint Board's (IJB) Strategic Risk register.		Martin Allan	Business and Resilience Manager	ACHSCP	Last presented to RAPC on 2 April 2024		
28		Internal Audit Plan	To seek approval of the Internal Audit Plan for the Aberdeen City Integration Joint Board for 2024-27		Jamie Dale	Chief Internal Auditor	Governance	Last presented to RAPC on 2 April 2024		
29		Approval of Unaudited Accounts			Chief Finance Officer	Chief Finance Officer	ACHSCP	Last presented to RAPC on 4 June 2024		
30			To present a review of reporting for 2025/26 and an early draft intended schedule of reporting for 2024/25 to provide assurance that the Committee is fulfilling all the duties as set out in its terms of reference.		Alison Macleod	Chief Finance Officer	ACHSCP	Last presented to RAPC on 4 June 2024		
31		Internal Audit Annual Report	To provide the Committee with Internal Audit's Annual Report for 2023/24.		Jamie Dale	Chief Internal Auditor	Governance	Last presented to RAPC on 4 June 2024 - this is an annual requirement.		
32		Quarterly Financial Monitoring Report to March 2025	To present an update on the financial position.		Kenny Low	Chief Finance Officer	ACHSCP	Expected April/May 2025		