

	A	B	C	D	E	F	G	H	I	J
2	RISK and AUDIT PERFORMANCE COMMITTEE BUSINESS PLANNER									
3	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.									
4	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
5	30 April 2025									
6	30.11.22	Quarterly Performance Reports against the Delivery Plan - Q4 Update	to provide assurance and update on progress of the Delivery Plan as set out within the ACHSCP Strategy Plan 2022-2025	HSCP.25.026	Calum Leask	Alison Macleod	Strategy and Transformation Team			
7	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).	HSCP.25.027	Anne MacDonald	Audit Scotland	Audit Scotland	Last considered at RAPC 2 April 2024		
8	07.09.23	Strategic Risk Register and Risk Appetite Statement	To present an updated version of the Integrated Joint Board's (IJB) Strategic Risk register.	HSCP.25.025	Martin Allan	Business and Resilience Manager	ACHSCP	Last presented to RAPC on 2 April 2024	T	Proposing to take the 2 documents to the IJB on 1 July 2025 to allow the IJB to consider the documents alongside the refreshed Strategic Plan (and Delivery Plan) and Medium Term Financial Framework.
9	19.11.24	Financial Position Update	On 19 November 2024 at the IJB, Members agreed that a finance update would be presented to every IJB and RAPC meeting going forward.		Amy McDonald	Amy McDonald	ACHSCP		R	CFO - proposing removal as reporting regularly to IJB
10	17 June 2025									
11	19.09.2023	Locality Planning Annual Reports	On 9 July 2024, Members agreed to instruct the Strategy and Transformation Lead to present Locality Planning annual performance reports to the Risk, Audit, and Performance Committee beginning in June 2025.	HSCP.25.037	Alison Macleod / Iain 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.		
12		Approval of Unaudited Accounts			Amy McDonald	Amy McDonald	ACHSCP	Last presented to RAPC on 4 June 2024		
13		Review of Duties and Year End Report - Annual Review of RAPC	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	Amy McDonald	ACHSCP	Last presented to RAPC on 4 June 2024		
14		Internal Audit Annual Report	To provide the Committee with Internal Audit's Annual Report for 2024/25.		Jamie Dale	Chief Internal Auditor	Governance	Last presented to RAPC on 4 June 2024 - this is an annual requirement.		
15		HSCP Commissioning - Internal Audit			Jamie Dale	Chief Internal Auditor	Governance			
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	Alison MacLeod	ACHSCP			
17	02.05.23	Primary Care Improvement Plan (Update)	On 3 December 2024 Members agreed that the Primary Care Improvement Plan would be reported to the IJB annually and also to RAPC annually as an interim report mid-cycle. (Went to IJB 19.11.24)		Alison Penman	Emma King	ACHSCP			
18	24.03.2025	Justice Social Work Service Delivery Plan 2025-29			Val Vertigans	Claire Wilson	ACHSCP			

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4										
19	19.11.24	Financial Position Update	On 19 November 2024 at the IJB, Members agreed that a finance update would be presented to every IJB and RAPC meeting going forward.		Amy McDonald	CFO Amy McDonald	ACHSCP		R	CFO - proposing removal as reporting regularly to IJB
20	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		D	Request to move to 27 August 2025 as this can only be updated once the Strategic Plan is approved at IJB in July.
21	27 August 2025									
22	19.11.24	Financial Position Update	On 19 November 2024 at the IJB, Members agreed that a finance update would be presented to every IJB and RAPC meeting going forward.		Amy McDonald	CFO Amy McDonald	ACHSCP		R	CFO - proposing removal as reporting regularly to IJB
23	19 November 2025									
24	19.09.2023	Justice Social Work Delivery Plan update 2024-25 and Performance Report	To present the Risk, Audit and Performance Committee with the updated Justice Social Work Service (JSWS) Annual Performance Report 2024/25. Last reported on 3 December 2024.		Val Vertigans	Chief Social Work Officer	ACHSCP			
25	08.01.2025	Strategic Risk Register			Martin Allan	Business and Resilience Manager	ACHSCP			
26	19.11.24	Financial Position Update	On 19 November 2024 at the IJB, Members agreed that a finance update would be presented to every IJB and RAPC meeting going forward.		Amy McDonald	CFO Amy McDonald	ACHSCP		R	CFO - proposing removal as reporting regularly to IJB
27	24 February 2026									
28	19.11.24	Financial Position Update	On 19 November 2024 at the IJB, Members agreed that a finance update would be presented to every IJB and RAPC meeting going forward.		Amy McDonald	CFO Amy McDonald	ACHSCP		R	CFO - proposing removal as reporting regularly to IJB
29	2026 and TBC									
30	20.08.2024	Accounts Commission: IJB Finance and Performance Report 2025? (TBC Sarah Gibbon)	To provide a summary of the Accounts Commission's Finance and Performance Report for IJBs in 2025 and to provide assurance across the Accounts Commission's recommendations.		Sarah Gibbon	Amy McDonald	ACHSCP	HSCP.24.072 report reported to RAPC on 10 September 2024.		
31		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 IJB 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	Sandy Reid	ACHSCP	Members agreed on 3 December 2024 to defer to a date (TBC) in 2025 in order to allow the officers involved to complete time limited work on ACHSCP strategic plan, premises review and budget saving proposals.		
32	12.06.2024	Adult Support and Protection - Biennial Report	To share the Adult Protection Committee (APC) Independent Convener's Biennial Report for 2024-26 for assurance purposes, in terms of the delivery and impact of 'adult support and protection' in the City.		Val Vertigans/ Claire Wilson	Claire Wilson	ACHSCP	Last reported 3 December 2024 - due late 2026		
33	Standing Item	Annual Review of Financial Regulations and Reserves Policy	To present the findings of a financial governance review, a revised version of the IJB's Financial Regulations and an updated Reserves Policy for approval - RAPC agreed on 250225 but needs IJB approval.		Sarah Gibbon	Amy McDonald	ACHSCP			