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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	19 November 2025									
6	29-Sep-25	Community Nursing Role Test of Change Evaluation	To provide assurance that the necessary efforts to transform service delivery are being undertaken as set out within the ACHSCP Strategic Plan 2025-2029. An example of one such innovation from within the Health Visiting Service is detailed within this report.	HSCP.25.094	Calum Leask	Alison MacLeod	ACHSCP	On the agenda		
7	Standing Item	Quarter 2 Delivery Plan Update	To provide assurance and relates to the progress of the Delivery Plan as set out within the ACHSCP Strategy Plan 2022-2025.	HSCP.25.092	Calum Leask	Alison MacLeod	ACHSCP	On the agenda		
8	19.09.2023	Justice Social Work Service Annual Performance Report 2024-25	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.	HSCP.25.087	Val Vertigans	Chief Social Work Officer	ACHSCP	On the agenda		
9	Standing Item	Budget Savings Update (incorporated into one report HSCP.25.090)	To summarise the financial performance, in reference to the budget approved for 2025-2026 fiscal year.	HSCP.25.089	Bernadette Bularan	CFO	ACHSCP	Incorporated into HSCP.25.090 below		
10	27-Aug-25	Quarter 2 - 2025/2026 Budget and Savings Monitoring Update including per Service Line	On 27 August 2025, RAPC resolved to instruct the Chief Officer to provide detailed information to the next Committee meeting in November 2025 in respect of savings progress and mitigations against specific services.	HSCP.25.090	Fiona Mitchellhill/ Bernadette Bularan	CFO	ACHSCP	On the agenda		
11	Standing Item	Directions and Data Protection Impact Assessments Update Report	To present the six-monthly update on the status of Directions and Data Protection Impact Assessments made by the IJB to Aberdeen City Council and NHS Grampian.	HSCP.25.091	Alison MacLeod	Alison MacLeod	ACHSCP	On the agenda		
12	08.01.2025	Strategic Risk Register	To present an updated version of the Strategic Risk Register	HSCP.25.088	Martin Allan	Business and Resilience Manager	ACHSCP	On the agenda		
13	27-Aug-25	Aberdeen City HSCP: Prescribing Efficiencies Update Report	To advise members of the programme of prescribing efficiencies work within Grampian and Aberdeen City noting areas of obligations, ongoing risk and management of mitigating actions for 2025/26.	HSCP.25.093	Susie Downie/ Clair Ross	Emma King	ACHSCP	On the agenda		
14	Standing Item	Internal Audit Update report	To provide an update on Internal Audit's work since the last update. Details are provided of the progress against the approved Internal Audit plans, audit recommendations follow up, and other relevant matters for the RAPC to be aware of.	HSCP.25.095	Jamie Dale	Chief Internal Auditor	Governance	On the agenda		
15	24 February 2026									
16	Standing Item	Budget Savings Update	To summarise the financial performance, in reference to the budget approved for 2025-2026 fiscal year.		Bernadette Bularan	Jonathan Belford	ACHSCP			
17	Standing Item	Delivery Plan Update and Quarterly Report	To provide assurance and relates to the progress of the Delivery Plan as set out within the ACHSCP Strategy Plan.		Calum Leask	Alison MacLeod	ACHSCP			
18	04.11.25	Audit Scotland Section 22 Report on NHS Grampian	Added at the RAPC pre agenda meeting on 4 November 2025.		Bernadette Bularan	Jonathan Belford	ACHSCP			
19	2026 and TBC - Proposed dates to be agreed at the IJB on 2 December 2025:									
20	26 May 2026									
21	25 August 2026									
22	24 November 2026									
23	23 February 2027									
24	Standing Item	Budget Savings Update	To summarise the financial performance, in reference to the budget approved for 2025-2026 fiscal year.		Bernadette Bularan	CFO	ACHSCP			
25	Standing Item	Delivery Plan Update and Quarterly Report	To provide assurance and relates to the progress of the Delivery Plan as set out within the ACHSCP Strategy Plan. Report to every RAPC meeting.		Calum Leask	Alison MacLeod	ACHSCP			

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26	Standing Item	External Audit Strategy 2025/26	To provide a summary of the work plan for Audit Scotland's 2025/26 external audit of Aberdeen City Integration Joint Board (IJB).		Anne MacDonald	Audit Scotland	Audit Scotland	Last considered at RAPC 30 April 2025		
27	23.09.21	Primary Care Improvement Plan Update	IJB agreed on 30 September 2025 to transfer bi-annual reporting to RAPC in May and September, commencing May 2026 with data driven reports focussing on outcomes and the effects of the plan. All RAPC papers are available to IJB members on Aberdeen City Councils website. Any issue which impacts on the delivery of PCIP will be notified to the IJB through a report where a decision is required, or updates provided in CO report /Service Update.		Emma King / Alison Penman	Emma King	ACHSCP	May 2026		Agreed by the IJB on 30 September 2025 to transfer to RAPC.
28		Internal Audit Annual Report	To provide the Committee with Internal Audit's Annual Report for 2025/26.		Jamie Dale	Chief Internal Auditor	Governance	Last presented to RAPC on 17 June 2025 - this is an annual requirement.		
29		Approval of Unaudited Accounts	To present the draft annual accounts.		CFO	CFO	ACHSCP	Last presented to RAPC on17 June 2025		
30		Review of Duties and Year End Report - Annual Review of RAPC	To present a review of reporting for 2026/27 and an early draft intended schedule of reporting for 2025/26 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 17 June 2025 - this is an annual requirement.		
31	01.05.2025	Health Improvement Fund Annual Report	To present the Health Improvement fund annual report for approval.		Calum Leask	Alison MacLeod	ACHSCP	Last presented to RAPC on 17 June 2025		
32	19.09.2023	Locality Planning Annual Reports	To present the locality plan annual reports 2025-26 for approval.		Alison Macleod / Iain Robertson	Lead Strategy and Performance Manager	ACHSCP	Last presented to RAPC on 17 June 2025 - this is an annual requirement.		
33	08.01.2025	Strategic Risk Register	To present an updated version of the Strategic Risk Register.		Martin Allan	Business and Resilience Manager	ACHSCP	Six-monthly reporting to RAPC, annually to IJB. Last reported to RAPC on 19 November 2025 - due May/June 2026.		
34	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 to RAPC on 27 August 2025 - this is an annual requirement.		
35	Standing Item	Workforce Plan Annual Progress 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 27 August 2025.		Stuart Lamberton / Grace Milne	Sandy Reid	ACHSCP	Last presented to RAPC on 27 August 2025 - this is an annual requirement.		
36	30.09.2025	External Audit Action Plan - monitoring	At the IJB on 30 September 2025, Audited Final Accounts and EA Annual Report: Members resolved to note the draft action plan created by officers in response to the External Auditor's report, attached at Appendix D of the report. Progress would be monitored through the Risk, Audit and Performance Committee.		Bernadette Bularan	Jonathan Belford	ACC			
37	20.08.2024	Accounts Commission: IJB Finance and Performance Report 2025.	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	Jonathan Belford	ACHSCP	HSCP.24.072 report reported to RAPC on 10 September 2024.		
38	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		

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39	30-Sep-25	Unscheduled Care Improvement Plan - Financial Oversight	Report presented to the IJB on 30 September 2025: Unscheduled Care Improvement - Aberdeen City Health & Social Care Partnership's Plan and Impact - HSCP.25.074. Members resolved to note that financial oversight of spend against this additional money would be monitored through the Risk, Audit and Performance Committee.		Julie Warrender, Bernadette Bularan	Fiona Mitchelhill	ACHSCP	As required		
40	Service Updates									
41	27-Aug-25	Digital Inclusion	On 27 August 2025, Members resolved to instruct the Transformation Programme Manager to issue a Service Update in respect of the digital inclusion plan.		James Maitland	Alison MacLeod	ACHSCP		R	Remove from Planner as this topic will be covered over two IJB Insights Sessions. Digital Inclusion will be covered off in the upcoming Digital Strategy.