



**Scottish
Ambulance
Service**

University National NHS Board



NOT PROTECTIVELY MARKED

Public Board Meeting		26 July 2023 Item 04
THIS PAPER IS FOR APPROVAL		
MATTERS ARISING/PENDING FROM PREVIOUS MEETINGS		
Lead Director Author	Tom Steele, Chair Lindsey Ralph, Board Secretary	
Action required	The Board is asked to <ol style="list-style-type: none"> 1. Note the update provided against each of the matters arising or pending from previous meetings. 2. Approve the removal of each of those actions annotated as complete. 	
Background	A log is maintained for all matters arising or pending from each of the previous meetings. No action is deleted from the listing until reported as complete and approved for removal.	
Status	<p>The attached appendix contains a status update against each of the matters arising or pending.</p> <p>Actions are annotated in the RAG status update as follows:</p> <ul style="list-style-type: none"> ● Task completed – to be removed from listing ● No identified risk to action target completion date ● Target completion date extended and rationale provided for movement ● Target completion date exceeded with further explanation required and/or to be provided at meeting <p>There are 2 matters arising recommended for closure.</p>	

MEETING: Scottish Ambulance Service Board – July 2023						
REF Mtg/Pg/ Item	SUBJECT	ORINATION DATE	ACTION/RECOMMENDATION	RAG	TARGET DATE	COMMENTS
200/065/06	Developing our 2030 Strategy – Portfolio updates	January 2023	<p>Director of Finance, Logistics & Strategy – Associate Director, Strategy, Planning and Programmes to reflect the feedback from Board members in future reports.</p> <ul style="list-style-type: none"> • 6 – 12 month timeline was being developed and would be included in the March Board paper. • For those timelines that were marked 'to be advised' it should be more explicit to separate out those that were still at the planning stage (e.g., National Care Programme). • Updates should be more explicit about the collaborative work with partners required/being progressed to achieve the strategic aims and the inter dependencies, risks and mitigations associated with the delivery of this. • More information to be included in the cover/summary paper about the overall strategic impact and benefits realisation. • To consider whether the inclusion of the risks adds any value as these were already reflected in the Service's Corporate Risk Register. • The presentation of information in pie chart format should be reviewed as this did not add value. 		<p>March 2023 July 2023</p>	Complete

			<ul style="list-style-type: none"> The 2 month forward look could be reviewed and presented in a different way as it was not considered to be user friendly in this format. 			
200/08/10i	Person Centred Care Update	January 2023	Director of Care Quality and Professional Development – to consider how the Service could better reflect patient safety learning in the Board level report.		July 2023 September 2023	new Patient Safety Manager is now in post and working to progress SAER review process. Process for refresh of Learning from Events group is making good progress.
200/08/10ii	Person Centred Care Update	January 2023	Director of Care Quality & Professional Development and Head of Communications and Engagement – to consider options for the Board to hear directly from people the Service was engaging with and how this would be captured in the report to the Board.		July 2023 September 2023	further work is required to explore how this will be delivered within the report. Learning from Events group is reviewing all sources of feedback to the Service so a solution may be found within that work.
202/06/09	Children's Report (UNCRC) 2017-2020	May 2023	Director of Care Quality and Professional Development – <ul style="list-style-type: none"> to include reference to children with lived care experience and the innovative work of the Promise if the timelines were relevant to the reporting timescale and to renumber the heading on page 13 to read 6. 		July 2023	
202/06/12	HAI update	May 2023	Director of Care Quality and Professional Development – to include a section on the IPC team's work related healthcare built environment in future HAI reports.		September 2023	