



**NOT PROTECTIVELY MARKED**

<b>Public Board Meeting</b>		<b>26 May 2021</b> <b>Item 04</b>
<b>THIS PAPER IS FOR APPROVAL</b>		
<b>MATTERS ARISING/PENDING FROM PREVIOUS MEETINGS</b>		
<b>Lead Director Author</b>	Pauline Howie, Chief Executive Lindsey Ralph, Board Secretary	
<b>Action required</b>	The Board is asked to  1. <b>Note</b> the update provided against each of the matters arising or pending from previous meetings. 2. <b>Approve</b> the removal of each of those actions annotated as complete.	
<b>Background</b>	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.	
<b>Status</b>	The attached appendix contains a status update against each of the matters arising or pending.  Actions are annotated in the RAG status update as follows:  <ul style="list-style-type: none"><li>● Task completed – to be removed from listing</li><li>● No identified risk to action target completion date</li><li>● Target completion date extended and rationale provided for movement</li><li>● Target completion date exceeded with further explanation required and/or to be provided at meeting</li></ul> There is 1 matters arising recommended for removal.	

**MEETING: Scottish Ambulance Service Board – May 2021**

REF Mtg/Pg/Item	SUBJECT	ORIGINATION DATE	ACTION/RECOMMENDATION	RAG	TARGET DATE	COMMENTS
184/7/6iii	Corporate Risk Register	November 2020	<b>Director of Finance, Logistics &amp; Strategy</b> - Risk Manager - to consider the inclusion of a risk dashboard for Board reporting.		<del>March 2021</del> May 2021	This work is complete and will be tested at the Performance and Planning Steering Group meeting in June, ahead of the July Board meeting.  Request to extend target date to <b>July 2021</b> .
187/7/10	Person Centred Care Update	March 2021	<b>Director of Care Quality and Professional Development –</b> <ol style="list-style-type: none"> <li>1. to review the SPSO tracker for future reports and provide further assurance on any actions that had an extended time period from the date the SPSO had completed their review</li> <li>2. remove closed actions from the tracker.</li> </ol>		May 2021	Complete.