



NOT PROTECTIVELY MARKED

PUBLIC BOARD MEETING

25 March 2026

Item 04

THIS PAPER IS FOR APPROVAL

MATTERS ARISING/PENDING FROM PREVIOUS MEETINGS

Lead Director Author	Tom Steele, Chair Pippa Hamilton, 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 is 2 matter arising items are recommended for closure.</p>

MEETING: Scottish Ambulance Service Board						
REF Mtg/Pg/Item	SUBJECT	ORIGINATION DATE	ACTION/RECOMMENDATION	RAG	TARGET DATE	COMMENTS
220/08/15	SAS/NHS24 Collaboration	November 2025	Chief Executive to submit a formal paper on the SAS/NHS24 collaboration progress to the May 2026 Board meeting.		May 2026	
220/09/17	Non-Ministerial Annual Review Feedback Letter	November 2025	Board Secretary to circulate Non-Ministerial Annual Review feedback letter to Board Members virtually once received. It was further agreed at the January 2026 Board meeting that the Annual Review Action Tracker would be presented to the February 2026 Board Development Session.		December 2025	Complete – propose to close.
221/06/11	Staff Experience and Performance Report	January 2026	1. Acting Director of Workforce/Chair of Staff Governance Committee to discuss consideration of statutory/mandatory training compliance risk escalation from Staff Governance Risk Register to Corporate Risk Register.		March 2026	Complete – propose to close. Risk discussed at Staff Governance Committee and it is recommended to the Board that this be managed at Staff Governance Committee level and not escalated to the Corporate Risk Register.
			2. Acting Director of Workforce/Chief Operating Officer to develop trajectories and accompanying narrative on plans to improve appraisal rates and statutory mandatory training compliance, including risk assessment and balancing operational pressures and the need for realistic, achievable		May 2026	

			progress to be included within future Board reporting.			
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