



**Scottish
Ambulance
Service**

Working in Partnership with Universities



NOT PROTECTIVELY MARKED

PUBLIC BOARD MEETING

26 November 2025

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 are 2 matters arising recommended for closure.</p>

MEETING: Scottish Ambulance Service Board						
REF Mtg/Pg/ Item	SUBJECT	ORIGINATION DATE	ACTION/RECOMMENDATION	RAG	TARGET DATE	COMMENTS
218/07/01	Patient Story	July 2025	Chief Operating Officer to coordinate the child friendly community communications and engagement workstream, consolidating suggestions from Board members and liaising with the Communications Team to take this work forward.		November 2025	Propose to close - this action will be incorporated into Young Minds Save Lives (YMSL) Programme to ensure consistency with other outreach programmes for children and resilience of approach.
218/07/04	Matters Arising – Board Paper Review	July 2025	Chief Operating Officer to present an update on the Board paper review work to the November Board.		November 2025	Propose to close. Meeting to discuss the data or the Performance Board paper review took place on 17 November 2025 with work now continuing to develop the reviewed and refreshed performance paper to the Board in the new financial year.
218/07/13	Staff Experience and Performance Report	July 2025	(1) Acting Director of Workforce to provide an update on the evaluation of Trickle within a future Board report, including comparison with current approaches of staff engagement.		November 2025 January 2026	Propose to extend target date to January 2026 - Evaluation of Trickle remains outstanding, however this will be undertaken prior to the Board meeting in January, with an update to be provided within the January Board report.