



**Scottish  
Ambulance  
Service**  
*Taking Care to the Patient*



## **NOT PROTECTIVELY MARKED**

### **169<sup>th</sup> MEETING OF THE SCOTTISH AMBULANCE SERVICE BOARD**

**10.30 A.M. ON WEDNESDAY 28 NOVEMBER 2018**

**MEETING ROOM G2.12, 1 SOUTH GYLE CRESCENT, EDINBURGH, EH12 9EB**

### **AGENDA**

- |   |          |  |
|---|----------|--|
| 1. Patient Story  | M Hannan | Head of Corporate Affairs & Engagement |
| 2. Approval of Minutes of meeting held on 26 September 2018 | T Steele | Chair                                  |
| 3. Approval of Matters Arising                              | T Steele | Chair                                  |
| 4. Note of Declaration of Interests                         | L Ralph  | Board Secretary                        |

### **Strategic Direction**

- |   |         |                 |
|---|---------|-----------------|
| 5. Towards 2020: Taking Care to the Patient and Quality Improvement | P Howie | Chief Executive |
| 6. Carter review  | P Howie | Chief Executive |
| 7. Board Quality Indicators Performance Report                      | P Howie | Chief Executive |

### **For Approval**

- |  |          |                 |
|--|----------|-----------------|
| 8. Corporate Risk Register 2018-2019   | P Howie  | Chief Executive |
| 9. 2019 Schedule of Board & Committee Meetings                                   | T Steele | Chair           |
| 10. Code of Corporate Governance – revised<br>Audit Committee Terms of Reference | T Steele | Chair           |

### **For Discussion**

- |   |          |   |
|---|----------|---|
| 11. Financial Performance & Forecast Outturn  | J Carter | Interim Director of Finance & Logistics |
| 12. Auditor General's report, NHS in Scotland | J Carter | Interim Director of Finance & Logistics |

Doc: 2018-11-28 Public Board Agenda	Page 1	Author: Board Secretary
Date 2018-11-28	Version 1.0	Review Date: N/A

- |     |   |           |  |
|-----|---|-----------|--|
| 13. | Person Centred Care Update  | C Pearce  | Director of Care Quality & Strategic Development |
| 14. | Patient and Staff Safety – Healthcare Associated Infection update | C Pearce  | Director of Care Quality & Strategic Development |
| 15. | Winter Planning Update  | P Bassett | Director – National Operations                   |

**For Noting**

- |     |   |            |                                      |
|-----|---|------------|--------------------------------------|
| 16. | Chair’s verbal report   | T Steele   | Chair                                |
| 17. | Chief Executive’s verbal report   | P Howie    | Chief Executive                      |
| 18. | Board Development report – October 2018   | T Steele   | Chair                                |
| 19. | Clinical Governance Committee minutes of 13 September and verbal report of 15 November 2018                       | M Togneri  | Chair, Clinical Governance Committee |
| 20. | Audit Committee minutes of 14 June 2018 and verbal report of 25 October 2018                                      | E Frizzell | Chair, Audit Committee               |
| 21. | Staff Governance Committee – minutes of 6 June 2018 and verbal report of 20 September 2018                        | N Bakshi   | Chair, Staff Governance Committee    |
| 22. | Any Other Business <ul style="list-style-type: none"> <li>• National and Regional discussion documents</li> </ul> | P Howie    | Chief Executive                      |
| 23. | Date of Next meeting <ul style="list-style-type: none"> <li>• 30 January 2018</li> </ul>                          |            |                                      |

**Private session**

**For Approval**

- |     |   |          |                 |
|-----|---|----------|-----------------|
| 24. | Minutes of meeting held on 26 September 2018    | T Steele | Chair           |
| 25. | Matters Arising                                 | T Steele | Chair           |
| 26. | Corporate Risk Register 2018-19 Restricted Risk | P Howie  | Chief Executive |

**For Discussion**

- |     |                                       |          |   |
|-----|---------------------------------------|----------|---|
| 27. | Financial Planning 2019/20 and beyond | J Carter | Interim Director of Finance & Logistics |
|-----|---------------------------------------|----------|---|

**For Noting**

- |     |                                    |          |   |
|-----|------------------------------------|----------|---|
| 28. | Emergency Service Network – update | J Carter | Interim Director of Finance & Logistics |
|-----|------------------------------------|----------|---|