

DRAFT

WELSH AMBULANCE SERVICES NHS TRUST

**MINUTES OF THE CLOSED MEETING OF THE STRATEGIC PLANNING
COMMITTEE OF THE WELSH AMBULANCE SERVICES NHS TRUST HELD
ON 15 DECEMBER 2011 AT VANTAGE POINT HOUSE, CWMBRAN.**

PRESENT :

Mr P Price	Non Executive Director (in the Chair)
Mr S Castledine	Non Executive Director
Mr C James	Director of Service Development
Mr D Jones-Morris	Interim Director of Emergency Medical Services (Minute 43/11)

IN ATTENDANCE :

Mr G Bryce	Programme Manager
Mr S Fletcher	Trust Board Chairman
Mrs J Hardisty	Director of Workforce and OD
Mr N Heal	Staff Side Representative (RCN)
Mr J Huxley	Assistant Corporate Secretary
Mr D Johns	National Estates Manager
Mrs D Sharp	Corporate Secretary
Mrs J Winspear	PCS Head of Service (North) (Minute 41/11)

APOLOGIES:

Mr M Cassidy	Deputy Chief Executive and Director of PCS
Mr D Evans	Non Executive Director and Chairman
Mr D Jackland	Director of ICT
Mr M Jose	Staff Side Representative (UNISON)
Ms S Jones	Clinical Director
Miss N Park	Non Executive Director

39/11 PROCEDURAL MATTERS

In the absence of the Chairman, owing to illness, Mr Peter Price took the Chair.

RESOLVED: That it be noted that there were no declarations made under the Code of Conduct.

40/11 TRUST PERFORMANCE SCORECARD FOR OCTOBER 2011

RESOLVED:

That the contents of the report be noted.

41/11 PATIENT CARE SERVICES (PCS) – ABORTED JOURNEYS

RESOLVED: That

(1) the report be received; and

(2) a further report be presented to the meeting of the Committee on 3 May 2012 providing detailed information and analysis to explain the rate of aborted journeys in relation to the mobility categories of patients.

42/11 (a) HAZARDOUS AREA RESPONSE TEAM (HART) : UPDATE

RESOLVED:

That the progress made in implementing the HART project be noted.

(b) APPOINTMENT OF CONTRACTOR TO UNDERTAKE THE WORKS ON THE HAZARDOUS AREA RESPONSE TEAM (HART) BASE

In considering the report from the Director of Service Development for approval to appoint the contractor to undertake the required works on the HART base, the Committee focussed on what warranties the Trust had secured on contracts of this nature and what level of risk was the Trust prepared to take in situations where the contractor might go into voluntary administration.

RESOLVED: That

(1) the Chairman and Chief Executive be recommended to approve, using the urgency procedure contained in Standing Order No 2.1, the signing and sealing of the contract to Andrew Scott Ltd to undertake the works on the HART base; and

(2) when entering into contracts, the Trust ensure that robust safeguards, in the form of insurance warranties or bank guarantee's, are included in the contract terms.

43/11 AMWLCH AMBULANCE STATION – RELOCATION

The Committee was asked to recommend to the Board approval of the immediate and permanent relocation of Amlwch Ambulance Station, as a result of the termination of the Trust's tenancy of the existing ambulance station in Amlwch Medical Centre. The proposal had no adverse effect on ambulance operations in the Amlwch area.

RESOLVED: That

(1) the following action be recommended for approval by the Trust Board on 26 January 2012:-

(a) the Trust enters into an immediate lease of Unit 2, Amlwch Business Park, which is owned by Isle of Anglesey County Council, at a cost of £3,600 pa (ex VAT) for an initial term of 5 years, or alternatively a 10 year lease with a five year break clause which ever offers the most preferential term; and

(b) Unit 2, Amlwch Business Park is improved for use as an ambulance station at a budget cost as described in the report.

44/11 RENEWAL OF LEASE FOR HAVERFORDWEST AMBULANCE STATION

RESOLVED

That the renewal of the lease on Haverfordwest Ambulance Station be recommended for approval by the Chairman of the Board and the Chief Executive, using the urgency procedure contained in Standing Order No 2.1, subject to clarification as to the preferred duration of the lease eg 10 year lease with a 5 year break clause or a straight 5 year lease.