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WELSH AMBULANCE SERVICES NHS TRUST

**MINUTES OF THE CLOSED MEETING OF THE TRUST BOARD HELD ON 13
DECEMBER 2012 AT TRUST HEADQUARTERS, ST ASAPH**

PRESENT :

Mr S Fletcher	Non Executive Director and Chairman of the Board
Mr S Castledine	Non Executive Director
Mr D Evans	Non Executive Director
Dr K Fitzpatrick	Non Executive Director (via videolink)
Mrs J Hardisty	Director of Workforce and Organisational Development (OD)
Dr P Hughes	Medical Director
Mr C James	Director of Strategy, Planning and Performance
Mr P James	Non Executive Director
Mr J Morgan	Non Executive Director
Mr P Price	Non Executive Director
Mr E Price-Morris	Chief Executive
Mrs P Roseblade	Director of Finance and ICT

**ASSOCIATE
MEMBERS:**

Mrs S Jenkins	Director of Service Delivery
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IN ATTENDANCE :

Miss S Bruce	Communications Manager
Mr N Heal	Staff Side Representative (RCN)
Mr N Holman	Staff Side Representative (GMB)
Mr J Huxley	Assistant Corporate Secretary
Mr M Jose	Staff Side Representative (UNISON)
Mr B Roberts	Staff Side Representative (UNITE)
Mrs D Sharp	Corporate Secretary

APOLOGIES:

Ms S Jones	Nurse Director
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32/12 PROCEDURAL MATTERS

RESOLVED: That

(1) it be noted that there were no declarations made under the Code of Conduct at this stage in the meeting; and

(2) the In-Committee session minutes of the Joint Committee of the

Welsh Health Specialised Services Committee held on 25 September 2012 be noted.

33/12 FINANCE UPDATE

RESOLVED:

That the report by the Director of Finance and ICT confirming that a financial settlement with Local Health Boards for the current financial year had been achieved, subject to written confirmation being received, be noted,

34/12 TRUST REDESIGN AND MANAGEMENT RESTRUCTURE

The Chief Executive confirmed that the implementation of the management structure had largely been completed and the position in relation to each strand was outlined for the Board.

The Chief Executive also referred to the review of the Trust announced by the Minister and to the preparations that had already been made within the Trust to support the review. Meetings would be taking place in the near future with a number of participants and it was envisaged that a clearer view as to how the review was to be conducted would emerge following these meetings. It was suggested that the Board meeting/Development session on 24 January 2013 would provide an opportunity to discuss how the Trust should proceed as the review progresses.

RESOLVED: That

(1) the position with regard to the Trust redesign and management restructure, be noted; and

(2) the update by the Chief Executive on the arrangements to meet the requirements of the Trust Review be noted and the Board designate the scheduled meeting of the Board/Development session on 24 January 2013 as an opportunity to consider the detailed arrangements for the Review.

35/12 UPDATE ON CAPACITY AND CONTROL REVIEW

The Director of Service Delivery updated the Board on reviews that were currently being undertaken covering the practices, policies and processes in control rooms and a review of capacity to assess staffing levels within the Trust and whether there was sufficient staff to deliver operational services. The control room review had been completed whilst the second was ongoing although was expected to be finalised shortly.

Both reviews would be assessed in due course and the recommendations arising from them would form an action plan listing ongoing work. The

recommendations would be considered by the Strategic Planning Committee followed by the Board.

RESOLVED: That

(1) the report be received; and

(2) it be noted that the findings and recommendations following the reviews will be presented to the meeting of the Strategic Planning Committee in February 2013 followed by the Board meeting on 14 March.

36/12 RECAST ESTATES STRATEGIC OUTLINE CASE (SOC) 2012

The Strategic Planning Committee had held preliminary discussions about this subject at its meeting on 15 November 2012 followed by a more detailed discussion at a special meeting of the Committee on 10 December 2012. The outcome of the discussions had resulted in a recommendation from the Committee to the Board to approve the recast Estates SOC for submission to the Welsh Government (WG) for consideration.

RESOLVED:

That the recommendation of the Strategic Planning Committee to approve the recast Estates SOC be endorsed for submission to the WG for approval.

37/12 CARDIFF AMBULANCE RESOURCE CENTRE – BUSINESS JUSTIFICATION CASE (BJC)

As described in Minute 36/12 above, the Strategic Planning Committee also discussed, at meetings on 15 November and 10 December 2012, a proposal to build an Ambulance Resource Centre in Cardiff . Again, the outcome of the discussions had resulted in a recommendation from the Committee to the Board to approve the submission of a BJC to the Welsh Government (WG) for consideration.

RESOLVED:

That the recommendation of the Strategic Planning Committee to approve the Cardiff Ambulance Resource Centre (ARC) Business Justification Case (BJC) be endorsed for submission to the WG for approval.