

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 TUESDAY 6 SEPTEMBER 2011 AT VANTAGE POINT HOUSE,
CWMBRAN.**

PRESENT :

Mr D Evans	Non Executive Director and Chairman
Mr S Castledine	Non Executive Director
Mr P Price	Non Executive Director

IN ATTENDANCE :

Miss S Bruce	Communication Manager
Mr M Cassidy	Deputy Chief Executive (present for Minute 28/11 and 29/11 only)
Mr T Cowley	Fleet Manager (present for Minute 28/11 only)
Mrs J Hardisty	Director of Workforce and Organisational Development (OD)
Mr N Heal	Staff Side Representative (RCN)
Mr C James	Director of Service Development
Mr A Jenkins	Consultant Paramedic
Mr J Jones	Corporate Accountant
Mr D Jones-Morris	Interim Director of Emergency Medical Services
Mr M Jose	Staff Side Representative (UNISON)
Mrs D Sharp	Corporate Secretary
Mr T Woodhead	Director of Finance

APOLOGIES:

Mr J Huxley	Assistant Corporate Secretary
Mr D Jackland	Director of ICT
Ms S Jones	Clinical Director
Miss N Park	Non Executive Director

27/11 PROCEDURAL MATTERS

RESOLVED:

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

28/11 VEHICLE REPLACEMENT BUSINESS JUSTIFICATION CASE

The Committee were content to recommend to the Board the Business Justification Case (subject to minor revision) based on estimated costs on the basis that there was not a significant increase in cost once the figures were confirmed following the procurement exercise.

RESOLVED:

That the Trust Board be recommended to approve the Business Justification Case for Vehicle Replacement for 2011/12 subject to minor revisions.

29/11 SERVICE LEVEL AGREEMENT(SLA) – CONTRACTS FOR PATIENT CARE SERVICES (PCS)

The Chairman requested that the Deputy Chief Executive provide the Committee with an oral update with regard to the revised SLA arrangements for PCS.

The Deputy Chief Executive informed the Committee of the on-going discussions with local Health Boards. The Trust was working on a common currency which had an indicative price list including patient weightings. All Health Boards had been contacted and had been asked to nominate two representatives each to work collectively with members of the Trust's finance team to develop the commissioning arrangements/framework at a forthcoming workshop which it was planned to hold within the next four weeks. Following on from this the individual SLAs with each Health Board would be agreed with the intention of having those revised SLA's in place for the commencement of the 2012/13 financial year. The Deputy Chief Executive assured the Committee that he was confident of the timeline for the implementation of the revised SLAs being adhered to.

RESOLVED:

That the position be noted.

30/11 DEVELOPMENT OF THE NORTH EAST WALES ESTATE

(a) Progress Update

The Committee were updated on the development of the North East Wales Estate by the Director of Service Development in respect of the progress made in relation to the project to deliver the Make Ready Depot (MRD) at Dobshill and the Ambulance Resource Centre (ARC) in Wrexham which was a bipartite project with the North Wales Fire and Rescue Service. Since the Board had considered the full business case for the MRD in Dobshill at the request of the Welsh Health Estates a detailed review of the scheme including the proposed building design and also the additional abnormal costs that were specific to the Dobshill site such as drainage, road access and external landscaping had been undertaken. Consideration was given as to whether to proceed via Chairman's action once the

Trust were in receipt of the revised full business case however it was felt more appropriate for the Trust Board to consider the revised full business case either at the September development session or at the Trust Board depending on the timeline. The Committee acknowledged the need for a comprehensive public engagement plan to accompany the developments at both Dobshill and Wrexham. The Committee also expressed the need to ensure that there was sufficient internal expertise within the Trust to satisfactorily progress such major projects and the Director of Service Development confirmed that arrangements were in hand to address this matter.

RESOLVED:

That the revised full business case in relation to the MRD in Dobshill be submitted to the Trust Board for consideration.

(b) Wrexham ARC Update

The Committee considered a report from the Director of Finance regarding the developments in respect of the site for the North East Wales ARC in Wrexham. It was noted that on-going discussion with Wrexham County Borough Council were continuing, and the District Valuer's report had been received in respect of the proposed site. The Committee requested a detailed report be prepared for the Trust Board at the end of September in the light of consideration of the District Valuer's evaluation by Wrexham County Borough Council at their meeting on 20 September.

RESOLVED:

That a detailed report with regard to the Wrexham ARC site be prepared for consideration by the Trust Board on 29 September.

31/11 TRUST DRAFT EXECUTIVE PERFORMANCE SCORECARD JULY 2011

RESOLVED: That

(1) the contents of the report be noted;

(2) the draft performance dashboard be circulated to members of the Committee on a monthly basis, irrespective of whether there is a scheduled Committee meeting; and

(3) the Director of Service Development progress the issues with regard to data quality verification as soon as possible in order to enable consideration of the performance scorecard within the open session of future meetings including the full Trust Board.

32/11 TEMPORARY RELOCATION FROM MONMOUTH AMBULANCE STATION TO MONMOUTH POLICE STATION

RESOLVED:

That the following actions be recommended for approval by the Trust Board at its meeting on 29 September 2011:-

- (a) operational crews be temporarily relocated to Monmouth Police Station;**
- (b) Monmouth Ambulance Station be temporarily closed and appropriate security arrangements put in place; and**
- (c) a project be established with the purpose of identifying a suitable long term solution for Monmouth which will include comprehensive consultation and engagement with staff, the Monmouth Community and a range of stakeholders.**

33/11 HART – UPDATE REPORT

The Director of Service Development presented a highlight report in relation to the HART Project which would be presented on a regular basis to future meetings of the Committee.

RESOLVED:

That the position be noted.