

## **WELSH AMBULANCE SERVICES NHS TRUST**

### **MINUTES OF THE CLOSED MEETING OF THE TRUST BOARD HELD ON 14 MARCH 2013 AT VANTAGE POINT HOUSE, CWMBRAN.**

#### **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
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
Ms S Jones	Nurse Director

#### **IN ATTENDANCE :**

Mr J Huxley	Assistant Corporate Secretary
Mr A Jenkins	Consultant Paramedic
Mr A Philips	CHC Representative
Mrs D Sharp	Corporate Secretary

The Board noted that staff side representatives were not in attendance at the meeting.

#### **04/13 PROCEDURAL MATTERS**

**RESOLVED:** That it be noted that there were no declarations made under the Code of Conduct at this stage in the meeting.

#### **05/13 PATIENT EXPERIENCE**

This item of business was usually discussed in the open session of the meeting but, on this occasion, the Chairman decided that it was appropriate for it to be moved into the closed session due to the patient

sensitive content attributable to the case.

The Board heard extracts from an actual call from the mother of a patient for emergency assistance. The intention was to illustrate the serious circumstances some users of the ambulance service can find themselves in, and to witness how the call was responded to and whether any improvements could have been made. The Board also considered the circumstances of the case in the context of the new approach to patient care which the Board had discussed earlier in the meeting whilst adopting the Clinical Strategy.

**RESOLVED:**

**That the circumstances of the patient experience, as reported to the Board together with the implementation of lessons learnt, be noted.**

**06/13 TRUST REVIEW UPDATE**

**RESOLVED: That the brief update by the Chief Executive on the latest developments to come out of the Trust Review process, be noted.**

**07/13 ORH REVIEWS**

The Director of Service Delivery updated the Board on the findings of both the Control Room Review and the Capacity Review which had recently been completed by consultants ORH.

With regard to the Control Room review, the intention was to prepare an action plan based on the recommendations of the review and also to link the recommendations to a complementary review undertaken by the London Ambulance Service.

The main points arising from the Capacity Review were discussed which focussed on the level of additional resources required to achieve a range of performance targets and an explanation the assumptions made around handover and conveyance rates.

**RESOLVED: That the findings of both reviews be noted and further discussion be held at the next and future meetings of the Strategic Planning Committee.**

**08/13 NATIONAL FLEET SERVICE REVIEW**

The Strategic Planning Committee had considered the review findings following work undertaken by Weir TCS Ltd and had recommended that the Board should adopt the recommendations as the way forward to reorganise the fleet service.

The Board emphasised that in order to make the necessary changes to

the management of the service, it was important to secure a suitable appointment to the role of Interim Fleet Manager and focus, initially, on what could easily be achieved internally before looking at other changes within the service.

**RESOLVED: That**

**(1) the recommendations contained within the National Fleet Review Report be approved;**

**(2) particular consideration (in principle) be given to seek external specialist support to assist the delivery of the fleet improvement programme; and**

**(3) further reports be presented to the meetings of the Strategic Planning Committee outlining how the review recommendations were to be progressed.**

#### **09/13 HEALTH BOARD SERVICE CHANGE PLAN**

The Head of Planning reported that it had been hoped to present the Board at this meeting with a timeline for a period of consultation on the South Wales Change programme (SWCP). However, this position had not been reached for a number of reasons and further discussions would be held shortly to agree how the proposals were to be moved forward.

The Board, therefore, was not in a position to reach any conclusion on this matter and instead considered what arrangements were likely to be needed to give full consideration to the proposals when available and how this process could be accommodated within the Trust's current decision making timetable.

**RESOLVED: That the position be noted and the Head of Planning be asked to liaise with the Management Team on the process to be adopted for consideration of the SWCP when the details become available.**

#### **10/13 AMBULANCE SUPPORT – TENDER RECOMMENDATION**

**RESOLVED: That the recommendation of the Strategic Planning Committee to award the tender for ambulance support to St John, Cymru, as confirmed in the report, be adopted.**

#### **11/13 INVESTIGATION REPORT AND ACTION PLAN – SLT CASE**

**RESOLVED:**

**That the letter to the father of the complainant and the action plan following the investigation, circulated to the Board at the meeting, be noted.**

