

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 WEDNESDAY 13 JULY 2011 AT VANTAGE POINT HOUSE, CWMBRAN AND HEADQUARTERS, ST ASAPH.

PRESENT :

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

IN ATTENDANCE :

Mrs J Hardisty	Director of Workforce and Organisational Development (OD)
J Huxley	Mr Assistant Corporate Secretary
Mr C James	Director of Service Development
Mr J Jones	Corporate Accountant
Mr D Jones-Morris	Interim Director of Emergency Medical Services
Mr M Jose	Staff Side Representative (UNISON)
Mr C Randall	National Staff Officer
Mrs D Sharp	Corporate Secretary
Mr T Woodhead	Director of Finance

APOLOGIES:

Mr D Jackland	Director of ICT
Miss N Park	Non Executive Director
Mr P Price	Non-Executive Director
Ms S Jones	Clinical Director

18/11 PROCEDURAL MATTERS

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

19/11 THE PREPARATION OF THE TRUST FOR THE 2012 OLYMPIC AND PARALYMPIC GAMES

The Committee had discussed this matter in the open session of the meeting and had agreed with the Trust's approach to prepare for the Games next year.

In the closed part of the meeting, members focussed on the anticipated costs associated with the event in terms of the extent of the additional costs and the mechanisms to be refunded the costs from the Welsh Government (WG) or the UK Government.

In conclusion, the Committee was satisfied that at the present time the arrangements were progressing satisfactorily, albeit in an ever changing situation, and further updates on progress would be necessary at future meetings of the Committee.

RESOLVED:

That the current position be noted and further reports be presented to the Committee as further information becomes available.

20/11 ESTATES STRATEGY AND STRATEGIC OUTLINE CASE (SOC)

Members of the Committee had received previous papers relating to this matter and also the Trust Board had recently debated the issues at a Board Development session. Comments received at the Development session had been incorporated into a revised version of both the Strategy and the SOC, which had been circulated to the Committee.

Generally, Members were satisfied with the documents and were content to recommend it to the Board for approval. However, it was acknowledged that further detailed discussions would be needed on a range of issues as the individual phases of the project were implemented.

RESOLVED:

That the Trust Board be invited to approve the Estates Strategy and Estates Strategic Outline Case, including the projected number of ambulance resource centres (ARC's), make ready depots (MRD's) and reporting stations (RS's), while recognising that the precise numbers and locations will need to be settled as each ARC or MRD proposal is examined in detail at various future dates in the circumstances then prevailing.

21/11 HAZARDOUS AREA RESPONSE TEAM (HART)

(a) Progress Update – Memorandum of Understanding

Members had discussed the MOU in detail at previous meetings of this Committee and the Board and therefore were satisfied that the MOU was now ready to be recommended to the Board for

approval.

RESOLVED: That the Board be advised to approve the Memorandum of Understanding for the HART project.

(b) Estates Evaluation

The Committee considered an update report on the progress to secure premises for the HART following legal difficulties with the preferred site, as reported to the Board on 1 June 2011. The further work that was required to be undertaken had now been completed and members were informed that it had not been possible to identify a suitable alternative site to the preferred site at Brynmenyn. Confirmation was also given of the need for a temporary base whilst adaptation work was being undertaken at the proposed permanent location. Further advice had been sought in connection with the legal issues concerning the preferred site and as a result, a number of options were available for the Trust to decide the best way forward.

RESOLVED: That

(1) Option 4, as detailed in the report, be recommended to the Trust Board on 28 July 2011 as the preferred option; and

(2) further work be undertaken and a report provided to the Committee which identifies a temporary base or accelerated build for HART and the associated costs.

22/11 DEVELOPMENT OF A NEW PERFORMANCE SCORECARD

The Director of Service Development presented the first draft of a new performance scorecard for the Trust. The development of the new scorecard had been based on the new National Ambulance Performance Framework which had been published in March 2011 and clearly placed the emphasis on quality of care rather than response times, upon which the Trust's performance data had previously been based. There were still some issues to be finalised with the scorecard eg timeliness of information, data quality and some difficulty in collecting new clinical/patient measures; consequently, work was ongoing in relation to the development of the scorecard.

RESOLVED: That the Committee:

(1) note the contents of the report; and

(2) the performance scorecard be presented to each meeting of the Committee and circulated electronically to members of the Committee on a monthly basis in between meetings.

23/11 WAST CAPITAL PLAN 2011/12 ONWARDS

The Director of Service Development presented the Trust's Capital Plan for 2011/12 onwards which had been compiled as a result of bringing together all of the Trust's strategic plans and aligning them to the capital resources available.

The Committee agreed to recommend the Capital Plan to the Trust Board for approval and in doing so confirmed that progress of the Plan would be monitored as part of the finance report which was presented to each meeting of the Committee. In future , the Board would receive the Capital Plan at its March meeting for approval.

RESOLVED: That

(1) the draft Capital Plan for 2011/12 onwards be recommended to the Trust Board for approval at its meeting on 28 July 2011; and

(2) progress reports be brought to each meeting of the Committee as part of the finance report.

24/11 PROGRESS UPDATE ON TRI-SERVICE CONTROL WORK AT LLANGUNNOR AND NORTH CONTROL

The Committee reviewed the current position with regard to the proposed Tri-Service control room collaboration at Llangunnor and St Asaph, and also considered a report from the Director of Service Development recommending a course of action to bring the issues to a conclusion.

RESOLVED: That

(1) the contents of the report be noted; and

(2) a further report be presented to the Committee which provides information relating to a range of work that is going to be undertaken over the coming months to reach a definitive conclusion.

25/11 ESTATES PROPOSAL : MAESTEG AMBULANCE STATION

The Committee was asked to consider a proposal to re-locate ambulance staff from the existing Maesteg Ambulance Station and to co-locate into the adjacent Fire Station. The proposal was in line with the proposed Estates Strategic Outline Case and had no adverse effect on ambulance service provision in the Maesteg area. The proposal was subject to further staff and local

community engagement.

RESOLVED: That the Board be recommended to approve:

(1) the proposal to relocate staff from Maesteg Ambulance Station to the adjacent Fire Station; and

(2) the disposal of the current Maesteg Ambulance Station site.

26/11 ESTATES PROPOSAL : MONMOUTH AMBULANCE STATION

The Committee was asked to consider a proposal to re-locate ambulance staff and resources from the existing Monmouth Ambulance Station to Abergavenny Ambulance Station in order to address significant maintenance issues at Monmouth. This proposal was subject to further staff and local community engagement.

RESOLVED:

That the recommendations outlined in the report be considered by the Trust Board.