



**UNCONFIRMED MINUTES OF THE CLOSED MEETING OF THE WELSH
AMBULANCE SERVICES NHS TRUST, HELD ON FRIDAY 8 MAY 2015, IN
VANTAGE POINT HOUSE, CWMBRAN WITH VIDEOCONFERENCING LINK TO
HEADQUARTERS, ST ASAPH.**

BOARD MEMBERS

PRESENT:

Mick Giannasi	Chairman of the Board
Tracy Myhill	Chief Executive
Emrys Davies	Non Executive Director
Pam Hall	Non Executive Director (Via VC HQ St Asaph)
Judith Hardisty	Director of Workforce and Organisational Development
Sara Jones	Director of Quality and Nursing
Brendan Lloyd	Medical Director
John Morgan	Non Executive Director
Patsy Roseblade	Director of Finance and ICT
David Scott	Non Executive Director (Via VC HQ St Asaph)
Martin Woodford	Non Executive Director and Vice Chair

TRUST BOARD

REPRESENTATIVES:

Hugh Bennett	Head of Planning and Performance
Nigel Heal	Staff Side Representative
Estelle Hitchon	Associate Director, Chief Executive's Office
Richard Lee	Head of Clinical Services (Joined during Minute 15/15)
Gordon Roberts	Head of Operations for Betsi Cadwaladr University Health Board area (Via VC HQ St Asaph)
Dawn Sharp	Corporate Secretary
Claire Vaughan	Associate Programme Director (Workforce)

APOLOGIES

Mike Coupe	Director of Strategy, Planning and Performance
Kevin Davies	Non Executive Director
James Mycroft	Non Executive Director
Bleddyn Roberts	Staff Side Representative

14/15 PROCEDURAL MATTERS

RESOLVED: That the standing declaration of Mr Emrys Davies as a retired member of UNITE be noted.

15/15 2015/16 BUDGET UPDATE

The Director of Finance and ICT presented Members with an overarching summary of the detailed financial plan for 2015/16. The savings plan and the development of it had been shared through tier three management to Executive level. She further

added that the proposed budgets included within the paper were predicated on the assumed level of income as indicated in the report. Members were also provided with details in terms of how the £8m additional funding was being spent.

In terms of presenting finer detail within the report the Director of Finance and ICT referred Members to and expanded upon the following:

- Enablers to reduce sickness absence
- Disposal of assets
- Vehicle Fleet
- Clinical Contact Centre
- Procurement

The Director of Finance and ICT brought the Board's attention to several other savings schemes yet to be fully quantified.

Members were updated on the movements within the individual budgets and the Director of Finance and ICT referred to the paper which had been provided for their attention in that regard.

The Chairman welcomed comments from Members:

- Martin Woodford informed the Board that the Finance and Resources Committee (FRC) had recently discussed the budget at length. In terms of the savings plan, early evidence of savings being delivered prior to committing to further developments would be welcomed, however on the whole the Committee felt the budget was viable and was deliverable.
- The Chairman advised the Board of James Mycroft's comments: Generally content and supportive of the savings plan going forward, FRC discussions had been very constructive and there was a need for detail to be provided which underpinned the savings plan.
- In terms of the 3% savings target, was this challengeable? The Director of Finance and ICT explained that the target was a reasonable one. Furthermore, the Director of Workforce and Organisational Development advised the Board there were several options which the Trust should consider and look at differently which could potentially deliver different savings.
- With regard to Appendix 4 of the paper and in terms of there being non recurrent savings schemes within it, questions were raised as to the associated risks. The Director of Finance and ICT provided Members with an explanation of how the non recurrent system worked and the risks involved.
- Clarification was provided by the Director of Finance and ICT in terms of the revision of rotas and the financial impact within the Clinical Contact Centre (CCC).
- There was a need for clear metrics and glide paths which indicated progress, and this would provide the opportunity for the Trust to actively monitor recovery plans and their effectiveness. The Director of Finance and ICT agreed to provide a graph which would specify the Trust's expected forecast.
- The Director of Finance and ICT referred to the CCC and provided the Board

with a comprehensive explanation in terms of its development going forward.

- There was still further substance to be incorporated within the savings plan and for the FRC to be focussed on the high risk issues.
- A contingency plan should be considered and the Trust should not commit to further developments until such point as the Board was assured that the savings targets were being met.

The Chief Executive commented that the Trust was to be absolutely clear in terms of what it was spending on developments going forward adding that there were opportunities, over a period of time in the future of seeing a shift in spending. In terms of presentation of the budget, it would be beneficial for any changes from the previous year to be clearly indicated.

The Chairman reminded the Board that there would be no substantial spend of the contingency monies until such time the Trust was confident that the savings plan was being achieved.

Following a lengthy and detailed discussion in terms of the budget, the Board were content for it to be approved subject to the aforementioned stipulations being addressed.

RESOLVED: That

- (1) the detailed financial provisions and associated risks and assumptions underlying the Financial Plan for 2015/16 presented to the Board for approval in open session be noted; and**
- (2) further detail which underpinned the high risk issues as discussed be provided at the Trust Board meeting on 4 June 2015.**

16/15 COMPUTER AIDED DESPATCH (CAD) BUSINESS CASE

The Director of Finance and ICT presented the report which provided Members with an update on progress of the development of the draft business case for submission to Welsh Government (WG) for a replacement CAD system.

Members were advised of the very minor changes to the business case being made by the Director of Finance and ICT prior to submission to Welsh Government.

The Board discussed the business case in further detail and supported (subject to the minor alterations referred to) its approval going forward.

RESOLVED: That

- (1) the content of this report be noted;**
- (2) the Director of Finance and ICT, in collaboration with Non Executive Director Pam Hall revise the draft business case as discussed, prior to seeking support from Commissions and onward submission to Welsh Government for approval.**