

**CONFIRMED MINUTES OF THE CLOSED MEETING OF THE WELSH AMBULANCE SERVICES NHS TRUST BOARD, HELD on THURSDAY 30 JUNE 2016, at the PENRHYN ROOM, REICHEL BUILDING, BANGOR UNIVERSITY, BANGOR, GWYNEDD, LL57 2TR**

**BOARD MEMBERS**

**PRESENT:**

Mick Giannasi	Chairman of the Board
Tracy Myhill	Chief Executive
Emrys Davies	Non Executive Director
Professor Kevin Davies	Non Executive Director
Hannah Evans	Director of Planning and Performance (Interim)
Pam Hall	Non Executive Director
Wendy Herbert	Assistant Director of Quality and Nursing
Estelle Hitchon	Director of Partnerships and Engagement
Paul Hollard	Non Executive Director
Richard Lee	Director of Operations
Dr Brendan Lloyd	Medical Director
James Mycroft	Non Executive Director
Patsy Roseblade	Director of Finance and ICT
David Scott	Non Executive Director
Claire Vaughan	Director of Workforce and Organisational Development (OD)

**TRUST BOARD**

**REPRESENTATIVES:**

Keith Cox	Board Secretary
Lois Hough	Communications Specialist
Steve Owen	Corporate Governance Officer
Liam Randall	Communications Officer

**APOLOGIES**

Claire Bevan	Director of Quality, Safety and Patient Experience
Bleddyn Roberts	Staff Side Representative
Martin Woodford	Non Executive Director and Vice Chair (Meeting with Cabinet Secretary)

**15/16 RESOLUTION TO MEET IN CLOSED SESSION**

Representatives of the press and other members of the public were excluded from the meeting having regard to the confidential nature of the business to be transacted in accordance with the requirements of Section 1(2) of the Public Bodies (Admissions to

Meetings) Act 1960.

## **16/16 PROCEDURAL MATTERS**

The Chairman welcomed all to the meeting and reminded Members that the meeting was being audio recorded.

**RESOLVED: That the standing declaration of Mr Emrys Davies being a retired member of UNITE was noted.**

## **17/16 QUALITY, SAFETY and PATIENT EXPERIENCE INTEGRATED HIGHLIGHT REPORT**

The Assistant Director of Quality and Nursing presented the report and drew Members' attention to the following areas:

- 1) An update was provided on the actions being progressed with the Regulation 28 report on the prevention of future deaths.
- 2) Serious Clinical Incident Forum (SCIF) process - this was being finalised to ensure a robust process was in place to address the issues being raised.
- 3) Serious Adverse Incidents - Members were given an update on the numbers being received and progress in completing them.

The Board gave detailed consideration to the concerns backlog and how it could be addressed going forward. In recognising and acknowledging the issues causing the backlog, several suggestions were put forward which could ameliorate the situation in the near future. Members were given assurance that by September there would be positive progress in terms of reducing the backlog.

Members discussed whether the report required to be discussed in closed session and it was agreed that unless there were items of a confidential nature future reports would be discussed in the open session of the Board meeting.

**RESOLVED: That**

- (1) the report was noted; and**
- (2) unless the report contained confidential information, it was to be reported in the open session of the Trust Board.**

## **18/16 CLINICAL CONTACT CENTRE CONFIGURATION**

The Director of Finance and ICT introduced the report and provided an explanation as to it being discussed within the closed session.

Members were reminded of the current configuration of Clinical Contact Centres (CCC) which totalled five and following a comprehensive review by a well-established consultancy firm it had been recommended that the number of CCC's be reduced to three. There was still further detailed work to be undertaken and on completion, the outcome would be presented to Trust Board for consideration and approval in September 2016.

In terms of the demand and capacity review, the Board was provided with an overview of the geographical logistics involved and also informed that the Trust was exploring opportunities to work with other agencies.

**RESOLVED: That**

- (1) the proposal to provide three Clinical Contact Centres (CCC) across Wales to meet the organisational capacity and resilience requirements was approved; and**
- (2) the ongoing development of the CCC options appraisal and as part of the CCC modernisation programme, the outcome in relation to CCC locations would require further consideration and Board approval in September 2016 was noted.**