LONDON AMBULANCE SERVICE NHS TRUST
VEHICLE WORKING GROUP MINUTES
26TH NOVEMBER 2010
WATERLOO HQ CONFERENCE ROOM
13.00 – 15.00

Present :

Steve Melhuish	Corporate Fleet Manager	Cody Road
Lynn Sugg	OGPO	Loman Street
David Haylett	SE Rep	Woolwich
John Winnister	SE Health &Safety Rep	Croydon
Marcus Davis	C Staffside Rep	Rotherhithe
Keith Bernasconi	EC Rep	Islington
Andrew Morton	PTS Work-based Trainer	Greenwich
Nick Pope	Fleet Projects	Cody Road
John Selby	Head of Safety & Risk	Pocock Street
Alan Arm	MRU	Waterloo
Bill Leaning	EC Health & Safety Rep	City & Hackney
Dixie Dean	Ambulance Design Project	Homerton

Apologies :

Chris Vale	Simon Parker	Jason Challen
Gary Ralph	Ian Lee	

ITEM		ACTION
198/10	**Introductions and Apologies**	
199/10	**Previous Minutes** The minutes of the previous meeting held on 29th September 2010 were agreed as a true and accurate record.	
200/10	**Matters Arising** **200.01 Out of Commision Boards / Blue Light Covers** Blue Light Covers have been ordered and issued. New signs for front and rear signs are on order for Out of Commission Boards. They will be distributed to Workshops and Make Ready. **200.02 Booster Seats** Assessments need to be arranged and LA52's raised to determine the extend of the issue. JW has a crew member willing to assess the booster seats. NP is waiting for Mercedes specification and comparisons against the previous design. **200.03 PTS Movano Gear Boxes** All issues regarding the gear boxes have now been resolved. Issues have been in decline and not seen as current cncern **200.04 Instant Data Recorders (IDR's)** IDR's are fitted to all new vehicles.	 **JS** **JW** **NP**

	There are no plans to retro fit onto older vehicles. **200.05 Cup Holder Cover** The group agreed that cup holder on the dashboard should continue to be covered as there is another holder by the radio.	
201/10	**Risk (Standing Item)** JS ran through the updates on the Risk Register.	
202/10	**Ambulance Design Group** DD informed the group that the first set of trials were successful. Feedback is being collated and will be reported in the RIB. BL has supplied her with a list of Paramedics, Technicians and A&E support to take part in further trials based on the feedback received. The design should be finalised in April.	
203/10	**Ambulance Procurement (Standing Item)** Out of the total order for 65 ambulances 48 are in service. The remaining 17 should be delivered and in service by Christmas. The 24 vehicles recovered from UVM should be delivered in February and March 2011. NP to send out a bulletin regarding the alternate tail lift fitted. The procurement cycle for next year will encompass Olympic requirements. JW asked if there will be the same situation on existing fleet as there was with LDV's NP confirmed that it would not as all requirements including Urgent Care has been factored into the Fleet Plan.	**NP**
204/10	**FRU Procurement** A questionnaire has sent to the FRU Steering Group which consists of 2 volunteers from each area. An FRU Conference is taking place at Millwall FC on 10th December. A demonstrator which will have a generic spec and is based on the questionnaire is due to go out for tendering.	
205/10	**MRU Procurement** The generic specification has been sent to Purchasing. The Strategic Plan will be presented to the SMG for approval before Finance approve funding. **205.01 Motorbike Satellite Navigation** A trial took place at Whipps Cross and Ilford with good feedback for a system that sends updates, cancellations and texts to mobile phones. Unfortunately the mobile phone for this system is not longer available to LAS. AA informed the group that alternative such as the Blaze point which is a PC strapped to the leg which is being used by the	

	Army will be trialled. JW requested that AA presents alternatives to the VWG for approval. BL asked AA why a trial had taken place on an item that had not been presented to VWG. AA replied that he is still seeking alternative and will only bring to the VWG anything that is fit for purpose. SM clarified that vehicle equipment could be researched but trials and purchases should follow after discussion at VWG. SM suggested that information on equipment could be presented at the meeting or circulated prior to it.	
206/10	**Bariatric Vehicles** AM confirmed that the poster of the flow chart for crews will be issued when PTS staff have been re-deployed.	
207/10	**PTS Vehicles** Funding has been approved for 10 Zafira cars. PTS are also looking at a specification for single wheelchair carriers.	
208/10	**Carry Chair Update (Standing Item)** The C Max chair trial has taken place at Hornchurch. The Stryker chair is taking place at Brent, Hillingdon and New Addington. Islington is ready to commence the trial. JW to take up as the representative on behalf of Ian Lee. JW stated that there has been an issue with vehicles not being dedicated for the trial. SM to request VRC try to ring fence these vehicles.	**JW** **SM**
209/10	**Trolley Bed Update (Standing Item)** BL told the group of an instance where a new vehicle was delivered without poles. DH mentioned another instance where the trolley bed had no battery. BL and DH to supply NP with a list of Fleet Numbers. NP to investigate missing equipment.	**BL/DH** **NP**
210/10	**LDV's for A&E Support** 15 LDV's without MDT's are being refurbished and given to A&E Support **.** Any exisiting LDV's will be out of commission by the 24th December.	
211/10	**Airbags** An LA52 has been submitted for a head on collision at 40 mph where a car pulled out in front of and ambulance hit a tree and lamppost and the airbags did not deploy. JW requested that NP investigate. SM will also investigate and report back. SM to send information to BL regarding the deployment of airbags.	**NP** **SM** **SM**

212/10	**Tyre Pressure Machines on Substations** The revised vehicle VDI includes checking tyre pressures. Estates are installing on all stations. SM to get an update from Estate and advise JW.	**SM**
213/10	**Radios** JW voiced his concern regarding the amount of vehicles being delivered by Flexi Fleet that have 1 or no radios. As radios are linked to vehicles police assistance is being sent to where the vehicle is as opposed to where the radio is. SM to report back about the radio amnesty and results.	**SM**
214/10	**Any Other Business** **214.10 Mercedes Cab** A crew member fell out of the vehicle and their fleece got caught on a chair hook. This resulted in a broken leg. JW enquired abut adjustable seats. NP replied that they cost £3000 making them cost prohibitive on ordinary ambulances	
DATE OF NEXT MEETING **FEBRUARY 23RD 2011** **13.00 – 15.00** **WATERLOO HQ CONFERENCE ROOM**		