

**London Ambulance Service NHS Trust
A&E Vehicle and Equipment Working Group
06th April 2006, 1200-1630
Union Jack Club, Gascoigne Room**

MINUTES

Chris Vale (Chair)	Acting Head of Operational Support	Bow
Colin Jolly	Fleet Manager	Greenwich
John Selby	Safety & Risk	Pocock St
Alison Mckee	Purchasing	Pocock St
Tug Wilson	Staff Side Representative (EC)	Islington
Karen Walling	Staff Side Representative (W)	Hillingdon
Ian Lee	Staff Side Representative (NE)	Becontree
Roy Hopkinson	Principal Project Manager	HQ
David Rock	Emergency Care Practitioner	Islington
Ken Murphy	Team Leader	Waterloo
Eddie Brand	Staff Side Chair	Romford
Alan Payne	Duty Station Officer	Hillingdon
David Selwood	Acting Corporate Logistics Manager	Pocock Street
Jez Walters	Staff Side Representative (SE)	Greenwich
Dave Smith	Staff Side Representative (NE)	Becontree
Claire Thomas	Safety & Risk	Pocock Street
Simon Parker	Workshop Manager	Croydon
Nick Pope	Fleet Consultant	Pocock Street
Gordon Ballard	Acting Logistics Manager	Deptford
Scott Velleman (Minutes)	ASSD Manager	HQ

Action

01/06 **Apologies**
Mick Maynard
Dipak Chauhan
Dave Campbell
Paul O'Neill

02/06 **Previous Minutes (10th November 2006)**
The previous minutes were agreed as a true record.

03/06 **Matters Arising**

03.01 Numbers 1, 2 and 3 Dressings – Equipment Approval Group (EAG) (06/05)

AM stated that the group had not met yet. She demonstrated a new sample dressing but told the group that there were very few companies making dressings suitable for ambulance use. AM said she needed staff side to look at these and other samples.

IL agreed to ensure that the EAG got together.

IL

03.02 Melonin – EAG (65.03)

AM reminded the group that the old dressings were withdrawn for clinical reasons. She undertook to source alternatives and discuss these with the EAG.

AM

03.03 Spinal Immobilisation Equipment (60/05)

CV stated that Bob Fellows considered there was an audit trail for the training given on the spinal immobilisation equipment introduced last year.

Discussion within the group indicated that some complexes had received training and others had not.

CV asked DS to ensure that training was arranged for this equipment in conjunction with that given for other items of equipment that were about to enter service.

DS

03.04 Disposable Bag & Mask (61/05)

DS informed the group that there was a meeting of Training Officers arranged for next week where the bag and mask and other items of new equipment would be discussed. Once this meeting has taken place the equipment will become available on EROS.

03.05 Safety Canulas (62/05)

This was covered in the previous item 03.04

03.06 Mangar Elk Locations (75/05)

AP handed the emailed replies to CV he had received regarding the locations of the Mangar Elks around the Service.

CV advised that the maintenance schedule for the mangar elks will start shortly. CV stated he would remind Dave Campbell to remove any Mangar Elks that still remained on DSO vehicles and have them located at the relevant stations. He would also ask Dave Campbell to chase up any stations that had not replied to the original request for the locations of the equipment.

CV

03.07 Fixings for New Sharps Box (84/05)

DS reported that the original company making fixings for the sharps box had stopped manufacturing, however he has now found a new company that has started production and so this matter is no longer an issue.

03.08 Carry Chair Airport Usage (90/05)

JS reported that this matter had not moved on and he will discuss it further with Dipak Chauhan.

JS

There was some discussion regarding the nature of the issue and the group clarified that the problem was that the carry chair that needs to be used on aircraft is different to the standard carry chair. Consequently it cannot be

located onto an ambulance with a standard configuration. Therefore there is a need to identify where the chair is stored.

CV asked DS to look into the matter.

DS

Points 03.09 and 03.10 will be covered in 12/06

03.11 Vehicle Fault Book (94/05)

CV reported that he has submitted a bid for funding totalling £27,500. He will report progress at future meetings.

03.12 STOR IT Discussions (95/05)

DS told the group that Bruce Burns at Open House is busy with other requests from the Service at present and has not had time to look into this matter, therefore it will be carried over to the next meeting.

DS

03.13 Zafira Tyres (97/05)

CJ stated that he had contacted all AOMs and updated them to the availability of Goodyear tyres. He has not been notified of any further problems.

03.14 Mattress Covers (98/05)

DS said that the Service can not afford the Mediwrap product. The supplier was asking that a guaranteed high volume was purchased each month. NHS Supplies should have another mattress cover which DS will bring along to the next meeting.

DS

03.15 PTS Oxygen Carry Case (98/05)

AP reported that he had investigated an external complaint following an incident where a crew had ceased administering oxygen therapy to a patient whilst conveying them down a staircase as there was no way to secure the oxygen cylinder. AP's action resulting from the investigation was to identify a solution to this issue.

DS stated that he had not been able to bring along the equipment used by PTS.

NP agreed to obtain it from Pocock Street during the break and to show the equipment during 14/06.

04/06 **Alternative Response Steering Group (ARSG) (Standing Item)**

AP reported that John Pooley has notified him that he will no longer be chairing the meeting and therefore currently there are no further meetings set.

CV replied that he had spoken to Martin Flaherty who considered that an operational manager should chair this group. Martin will discuss this with the ADOs and will appoint one of them and ask them to set future dates and update CV.

05/06 Risk (Standing Item)

JS gave the group an update to the Risk Register.

JW asked JS to send him the electronic risk register to him.

JS

06/06 Manual Handling Sub Group (Standing Item)

JS said that the sub group had not met since the last A&E VEWG. DC has told JS that it will now form part of the Manual Handling Implementation Group.

07/06 MRU Working Group (Standing Item)

KM stated that the new motorcycles are now operational and their riders are very happy with them. Applications are now looking into adding MDTs to them.

08/06 Ambulance Procurement Update (Standing Item)

RH reported that we are now two thirds of the way through bringing the Mercedes Sprinter chassis into service. This programme should be finished by the end of May. RH stated that there will then be a gap of approximately 12 months before any new vehicles come in as Mercedes will not be taking orders for the new chassis until October of this year.

IL stated that most of the personnel he had spoken to were very pleased with the new vehicles.. The only problem was that the Service were now operating four different vehicle types, each with a different layout for their controls. IL asked if there were any plans to retro fit any vehicles so that they could all have the same control locations.

RH replied that this was possible with the first 65 from Macneillies but that there are no plans at present. This would need to be costed.

CV asked CJ to look at the potential costs of carrying out the specified retro fit.

CJ

09/06 RRU Procurement Update (Standing Item)

RH told the group that 27 of 29 Zafiras have come into service. The remaining two are being modified for CBRN use.

There was some debate around whether to have racking systems installed into the RRUs as originally planned. IL then suggested that this matter should be considered by the ARSG. CV advised there were time considerations as the vehicles were due to be returned to Asset Co. if the racking is to be fitted.

DR advised ECP's still favoured having racking fitted.

10/06 Specialist Vehicle Update (Standing Item)

RH stated that he was in discussions with a design group regarding equipment to be used for carrying infants during transit on an ambulance.

Staff Side members suggested that until a safer method was introduced parents should be asked to carry their babies whilst sitting in the attendants seat.

CV said he would raise this issue with Russell Smith.

CV

- 11/06** **Carry Chair Update (Standing Item)**
 JS discussed the report DC had prepared on carry chairs.
- CV advised he would write a paper for the Senior Management Group discussing the next steps required to identify a suitable carry chair for use by the LAS. **CV**
- 12/06** **Trolley Bed Update (Standing Item)**
 CV reminded the group that all new vehicles coming into service have been equipped with Pegasus trolley beds.
- JS then reported that there had been an incident where the leg of one of the Pegasus trolleys had broken. Initial inspections showed that a hole required to accommodate a pin may have been incorrectly drilled. A report of the incident had been filed with the MHRA and the Service would consider an independent assessment of the incident.
- IL asked if staff were going to be notified of the incident.
- CV replied that he would advise Martin Flaherty of Staff Side's concerns as soon as possible and look to bring JS, EB and IL into these discussions. **CV**
- EB also stated that he felt that all Pegasus trolley beds in service should be examined for the same fault.
- CV agreed and asked CJ to instruct workshops to start immediate checking. **CJ**
 CV also said he would ask Operations to direct affected vehicles in for checks. **CV**
- CV also reminded the group that there had been some previous discussions around whether to seek legal advice regarding the Falcon 6. The view then had been that the matter was something that could not be pursued legally. However since this view was formed the MHRA have issued a SABS alert regarding the Falcon 6 so the legal question will be readdressed. **CV**
- 13/06** **New Equipment**
 AP showed the group two pieces of new equipment that may be suitable for use within the Service – a portable suction unit and a device for measuring carbon monoxide levels in air.
- CV asked AM to investigate whether either of these products were PASA approved. **AM**
- 14/06** **PTS Vehicle & Equipment Working Group (PTS VEWG)**
 CV advised that the PTS VEWG will now come under the umbrella of this group. CV asked SV to ensure there is a PTS issues standing item on each subsequent agenda. **SV**

NP then demonstrated the carry case used by PTS to transport oxygen bottles.

The group then agreed to trial the equipment for use by A&E. The EAG would consider this.

DS

EB then suggested that the name of this group should be modified to reflect the inclusion of PTS issues.

SV

CV with the groups' agreement asked SV to drop A&E from the groups name for all future dealings and therefore it would now be known as the Vehicle and Equipment Working Group (VEWG).

15/06 Emergency Care Practitioner Update

DR told the group that a new response bag has been designed with Open House. There are no other issues to report.

16/06 Fleet Size Control and Review Group

CV reminded the group that this was a long standing group that used to be chaired by Mike Boyne. Its purpose was to examine and control vehicle establishments. Equipment specifications for vehicles were discussed at this group, but decisions on these issues rested with the VEWG.

17/06 Blankets

IL raised concerns that there were not enough blankets available for use by crews.

DS replied that this was an ongoing issue for Logistics. A lot of effort was going into getting used blankets back into the system. However many are slipping into the possession of Essex, Kent and Beds & Herts Ambulance Services.

IL stated that this issue has been greatly improved in the North East by the efforts of the Logistics Manager and his contacts with local hospitals.

CV replied that this was not an easy matter to deal with due to the number of external laundry contractors involved with hospitals that have no connection to the LAS. However, CV advised that Logistics would continue to work with the laundry contractor and others on these issues.

18/06 C-Max Stair Climber

IL expressed disappointment that currently the LAS were not getting involved with the testing of the C-Max (mechanised) stair climber. He stated that bearing in mind the number of manual handling injuries the Service has to deal with it would seem an ideal solution.

CV stated that this matter would be revisited once further guidance had been given by the SMG and the Trust Board (see 11/06 above).

19/06 SABS Update

This matter was settled outside of the meeting.

20/06 LDV Ambulances

IL raised concerns that the older LDV vehicles are sub standard and that some are operating with cupboard doors missing. These vehicles will not be replaced for some time.

CJ stated that Fleet would repair anything health and safety related as a matter of priority. He said that there are old vehicles that can be cannibalised for spare parts and therefore did not understand why this matter should have arisen. IL indicated that because of recent operational pressures he considered that vehicles were not being allowed to go off the road for repairs as every spare vehicle was needed.

CV

CV agreed to speak to Martin Flaherty about this issue.

21/06 Vial Storage

IL had been given reports that some glass drug vials were breaking whilst on vehicles. He had been told that there were devices for opening the vials and special boxes used to store the vials in and asked for confirmation of this.

AP replied that this was true and these two items were personally issued to crews.

22/06 Debris Gloves

JS passed around some example debris gloves and asked the group to indicate if they felt that they would be suitable for use.

IL replied that he felt the rubber gauntlet style ones would be better. He suggested that he should include this with the list of other items to be looked at by the EAG.

IL

23/06 Car/Ambulance Fridges

RH reported that the Medical Director has proposed that fridges be installed on ambulances as there is evidence that cooling patients after cardiac arrest improves their chances of survival. RH has told the Medical Director that it is not possible to install fridges as there is not enough room on the vehicles. He will start looking for alternative products such as cool bags used for sports injuries.

24/06 Oxyclips

This matter was dealt with under 03.15 and 14.06 earlier.

25/06 Any Other Business

Airwave Radio Users Group

CV stated that Vic Wynn has asked for 2 Staff Side representatives and 2 managers to sit on an evaluation group.

EB agreed to obtain 2 staff side names for nomination.

EB

CV said that the managers should come from Logistics and Fleet.

TV's on Ambulances

EB asked for an update on progress.

RH replied that several technical problems had now been resolved. Peter Suter is now looking at when installation can commence. This will probably be in 3-4 months.

Glucometers

KM asked if these can be personally issued to all operational staff.

AM stated that it was possible however Purchasing would first need to identify suppliers and costs.

Lowering Rear Suspension on Vehicles

CJ told the group that at staff side's request new vehicles had been given the capability to have their rear suspension lowered. Unfortunately some crews were lowering suspensions and tail lifts simultaneously which was damaging the tail lift mechanism. CJ told the group that the suspension lowering facility would be suspended until work could be carried out that would not allow a vehicle's rear suspension to be lowered at the same time as its tail lift.

**Date of next meeting: 25th May 2006, 1300-1600
Conference Room
HQ**