

**London Ambulance Service NHS Trust
Vehicle & Equipment Working Group
23rd October 2008, 1300-1700
Conference Room, HQ**

MINUTES

Chris Vale (Chair)	Head of Operational Support	Bow
Ian Lee	Staff Side Representative	Becontree
Nick Pope	Fleet Project Manager	Greenwich
Jane Worthington (JaW)	Clinical Adviser	HQ
Colin Jolly	Head of Fleet	Greenwich
Lyn Sugg	Olympic Games Planning Office	Pocock Street
Alison McKee	Purchasing	Pocock Street
David Haylett	Staff Side Representative	Woolwich
David Selwood	Corporate Logistics Manager	Bow
Jayne Signorelli (JaS)	Emergency Care Practitioner	Isleworth
Mick Staines	Fleet Workshop Manager	Romford
Gary Ralph	Practice Learning Manager	Ilford
Steve Melhuish	Corporate Fleet Manager	Bow
John Selby	Head of Safety & Risk	Pocock Street
Scott Velleman (minutes)	Employee Support Services Business Manager	HQ

Item		Action
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91/08	<u>Apologies</u>	
	Chris Reeves	Karen Walling
	Gordon Ballard	Dave Campbell
	Paul Stewart	John Winnister
	Alan Payne	Dave Smith
		Andy Street
		Eddie Brand
		Simon Parker
		Graham Chalk

92/08 **Previous Minutes (28/08/2008)**
Agreed

93/08 **Matters Arising**

93.01 Televisions (31/08)

SV relayed comments Peter Suter had made at the recent Managers Conference stating that there would be no further development work carried out on MDT1 so if the TV function wasn't working on the current MDT there wasn't anything further that IM&T could do. They would however develop the function for the MDT2.

IL expressed disappointment given that this was a function promised for so long.

93.02 Torn Seats (55/05)

CJ confirmed he had given the details to DS and AM
DS Asked for action to be carried over.

DS

93.03 Make Ready/Tail Lift Manual Operation Bars (72/08)

CV stated that he had spoken to Make Ready at the last contract review meeting to ask them to report on any missing bars. They have not fed back since then so CV will continue to remind them.

SM said that he has ordered 130 replacements and will issue a bulletin to notify staff.

SM

93.04 Safety Cannula Bulletin (72/08)

DS said that the bulletin hasn't gone out yet. He will chase Education & Development though he's received no negative feedback.

93.05 Mercedes Doors (72/08)

IL reported that he is still waiting to receive the information. He will forward the details as soon as he receives them.

93.06 HART Representation (89/08)

CV stated that he will speak to Chris Reeves outside of the meeting on this matter.

Airwave Bulletin (90/08)

CV said that an article appeared in the LAS News in September. A more detailed bulletin is being prepared and will be issued by an IM&T. The radios won't be rolled out before next year because of previous technical issues.

IL asked CV to check if they're being used on MRUs.

CV

94/08 Alternative Response Steering Group (Standing Item)

NP told the group that the last meeting didn't take place.

95/08 Risk (Standing Item)

JS gave an update on the risk register.

Post meeting note: The risk register was distributed to the group via email.

96/08 Manual Handling Implementation Group (Standing Item)

JS stated that Harry Day is now in post and the policy has been published and training commenced.

97/08 Ambulance Procurement Update (Standing Item)

NP said that the tender is now closed and the contract was awarded to UVM yesterday. The design group will be called back together.

Ambulance Procurement Update (Standing Item) (continued)

GR raised concerns about time being allowed for training to be carried out on the new vehicle between now and January 2009 when the vehicles will start to be rolled out.

98/08 RRU Procurement Update (Standing Item)

NP told the group he had no new update to give.

CV stated that 12 new motorbikes will be purchased from Honda. Paul Farrow is assessing what changes would need to be made to the specification, one of which is the top box. He and Paul Candler are part of the procurement project group. A risk assessment will be carried out if necessary, and a safety assessment will be arranged at a testing ground. A progress report will be given to the group when appropriate. Additionally a sub-group has been set up to consider future options for the MRU in terms of vehicles and equipment.

ECP Update (not on the agenda)

JaS reported that a survey and review of all ECP equipment has started.

JS and DS asked for Harry Day from Safety & Risk and a representative from Logistics to be included in the group reviewing the equipment.

CV asked SV to include an ECP update as a standing item on future agendas.

SV

99/08 Bariatric Vehicle Update (Standing Item)

NP said that the project cannot progress until the completion of the trolley bed trial because the dimensions of the bed to be used are required.

100/08 Carry Chair Update (Standing Item)

CV stated that there is no update since the last meeting, although he has relayed staff side's concerns to the Risk Compliance Assurance Group regarding a replacement for the carry chair.

101/08 Trolley Bed Update (Standing Item)

DS distributed a data sheet to the group showing results gleaned from the trial which has been running for 6 weeks. There have been 88 responses so far, the majority of which prefer the Stryker trolley bed. There have been some comments that the side rails are too low; although in reality they are actually the same height as the current trolley bed. The trial will carry on for another three weeks then the group will meet again for a discussion. A decision needs to be made in November/early December if we want these trolley beds on the new ambulances.

IL asked if there will be some road shows with the trolley bed.

Trolley Bed Update (Standing Item) (continued)

CV confirmed that there will be.

DS also said that he is consulting with three other ambulance trusts that are already using this trolley bed and has asked them for feedback.

101.01 Evaluation Paperwork on The Pulse (83/08)

CV conformed the paperwork is on The Pulse and responses are being received.

101.02 35A Mattress Trial Feedback (83/08)

IL said that he had passed feedback to Bob Clark. There has been no improvement so the matter will be dropped.

102/08 PTS Issues

NP reported that an audit of equipment has been carried out but he hasn't seen the results yet. Also the prototype stretcher vehicle has been built.

103/08 Equipment Approval Group

DS stated that the group has not met since the last VEWG. A document will be issued regarding the various items of new equipment that will come into service.

GR added that he would agree a single training package to cover all the items.

DS then proposed a trial of a new resuscitator made by PneuPac. The product is PASA approved. DS offered to arrange a seven sector trial with IL.

DS/IL

CV said that Logistics will transfer all Microvents from the LDVs to the Mercedes vehicles in the short term.

103.01 Oxipen & EMMA Emergency Capnometer (22 & 23/08)

JaW reported that she has spoken to Mark Whitbread who feels there are better products than the Oxipen and that he thought the EMMA had already been approved by CV and was in use on MRUs.

CV could not recall this.

DS said he would obtain an EMMA for the group to look at.

DS

JaS confirmed they are looking for a suitable alternative to the Oxipen.

104/08 Vehicle Daily Inspection (VDI)

CJ stated that he has updated the VDI document following the discussions held at the last VEWG. He distributed the new draft document and discussed the changes.

JS suggested a signature line on the document so that someone else doesn't

Vehicle Daily Inspection (VDI) (continued)

complete it on behalf of the driver.

CV said that Martin Flaherty will discuss this issue at the Operational Consultation Forum with staff side.

LS also suggested that EOC management need to be included in the consultation.

105/08 Pacific Helmet Location in UVM Bodies Bulletin

CJ told the group he has produced a general instruction to workshops and a Fleet Bulletin saying that the helmets will be taken from their current location in the doors and relocated into the cabinets used to store dirty linen.

DS asked CJ to send a copy of the bulletin to Gadge Nijjar so that he could forward it on to Make Ready.

106/08 Zafira Racking

IL asked for an update on the status of this project.

NP replied that it is on his to do list.

107/08 Televisions

This was covered in item 93.01 above.

108/08 MRU Top Boxes

IL stated that to his knowledge Honda advise that the current STR1300s cannot exceed 80mph when fitted with a top box. Furthermore he believed that an instruction was made to remove the top boxes. He said that the two STR1300s used by the MRU are both still fitted with top boxes. He asked when a risk assessment was carried out, and why were the boxes fitted.

JS said that if the manufacturer advises not to go above 80mph with a top box fitted, he couldn't recommend anything contrary to that advice.

CV believed that at the original project group meetings it was discussed that a safe method of working would be agreed whereby bikes wouldn't exceed 80mph with top boxes fitted. IL stated that if the bikes are fitted with top boxes they should be limited to 80mph.

CJ replied that as the bikes do not have electronic engine management, a restriction would have to be accomplished using a physical device. This could have a serious impact on the bike's performance in lower gears because the throttle would have to be impeded from turning towards fully open.

CV said that he would need to check on the current status of the two bikes in question. He added that he is unhappy that all the normal governance channels

MRU Top Boxes (continued)

have been bypassed and that he would discuss this with Martin Flaherty.

109/08 Any Other Business

Wide Elastoplast

JaW stated that Fionna Moore would like some wide Elastoplast type product sourced to be used to secure patients head blocks to scoops where necessary.

**Date of Next Meeting: 11th December 2008 - 1300-1700
1st Floor, Fielden House
London Bridge Street**