

**London Ambulance Service NHS Trust
Vehicle & Equipment Working Group
01st May 2008, 1300-1700
Fielden House Conference Room, London Bridge**

MINUTES

Chris Vale (Chair)	Head of Operational Support	Bow
Alison M^cKee	Purchasing Buyer	Pocock Street
Ian Lee	Staff Side Representative	Becontree
David Haylett	Staff Side Representative	Barnehurst
Nick Pope	Fleet Project Manager	Greenwich
Gordon Ballard	Logistics Manager	Deptford
Dave Smith	Staff Side Representative	Becontree
John Winnister	Staff Side Representative	Croydon
Jane Worthington (JaW)	Clinical Adviser	HQ
Colin Jolly	Head of Fleet	Greenwich
Andy Street	Safety & Risk Adviser	Pocock Street
Mark Lione	Staff Side Representative	Homerton
Gary Ralph	Education & Development	Ilford
Simon Parker	Workshop Supervisor	Croydon
Anna Kilpin	Olympic Games Planning Office	Pocock Street
Karen Walling	Staff Side Representative	Hillingdon
Eddie Brand	Staff Side Chair	Romford
Tim Stephens	Staff Side Representative	Oval
Scott Velleman (minutes)	Employee Support Services Business Manager	HQ

Item	Action
33/08	
<u>Apologies</u>	
John Selby	Dave Campbell
Dave Whitmore	Paul Stewart
Lynn Sugg	Pat Osliff
Colin Ashburn	David Selwood
Chris Reeves	

34/08 **Previous Minutes (06/03/2008)**

Reword 26/08:

IL clarified that there were two separate issues.

1. Bluetooth Earpieces – He asked if they can be issued to vehicle drivers on safety grounds.
2. Bluetooth phone cradles – If a driver was within a certain radius of the vehicle, calls were still being routed to the car instead of the phone handset as the switchover was not happening.

35/08 Matters Arising Outside Standing Items

35.01 Carry Sheets (70/07)

AM said she has discussed with GB about the best method to use to help identify LAS carry sheets. They agreed that the cheapest method is to ink stamp them.

GB added that Logistics can supply stamps to each station so that the sheets are stamped prior to use.

CV asked GB to find a suitable stamp and to arrange for the current stocks in stores to be stamped. **GB**

35.02 FRU Tyre Replacement & Cleaning (87/07)

CV confirmed this action has been completed.

35.03 EZ-IO Intraosseous Infusion Device (14/08)

JaW stated that IL has held discussions with Dave Whitmore about the trial.

CV confirmed that the SPPP has not been decided upon yet, and contended that the trial should be extended and needed more evaluation.

JaW said that Dave Whitmore would still like to pursue this device.

IL suggested that it be taken to the Equipment Approval Group (EAG).

35.04 Kendrick Splints (15/08)

CV asked for this to be carried over as the EAG has not met yet. **DS**

35.05 Tourniquets (16/08)

AM stated that samples would be taken to the next EAG and asked for the item to be carried over. **AM**

35.06 Sandell Paediatric Tape (17/08)

JaW reported that the bulk of the tapes had arrived at Fulham and training needed to be arranged.

GR responded that the item needed to be discussed at the Training Services Group as they dealt with all training matters in the same way that this group deals with all vehicle and equipment matters. **GR**

CV agreed to raise the matter with Martin Flaherty. **CV**

35.07 BD Venflon Pro Safety Cannula – Report (18/08)

IL stated that as of yesterday all sectors should have some samples of the product and the trial should be completed next week.

35.08 iGel (LMA Type Device) (19/08)

JaW told the group that feedback has been positive. She asked if the trial should be extended into the South Area as well.

IL asked if it could and JW agreed to liaise with JaW to arrange this.

JW/JaW

35.09 CPAP Feasibility Trial (20/08)

JaW confirmed that there are 9 people trained on the device at Whipps Cross, but it has not been used in an operational setting yet.

35.10 Vial Openers (24/08)

CV asked for this to be carried over to the next EAG.

CV

35.11 Paediatric Dots (25/08)

JaW stated that she has confirmed with Mark Whitbread that there is no need for the Service to use this product.

35.12 Televisions (31/08)

NP said that he has raised a case with IM&T but has not received a response yet.

CV asked him to chase it up and report back at the next meeting.

NP

35.13 Update Button MDT (32/08)

NP reported that a case number has been assigned by IM&T and the matter forwarded to the CTAK group. They were not aware of the issue and have added it to their log of items to be addressed.

35.14 FRU Radio Placement (32/08)

NP stated that the current radios are only located where they are until the switch over to digital radios takes place. He suggested CV invite someone from the London Ambulance Radio Project (LARP) team to the next meeting.

CV agreed.

CV

35.15 Seat Belt Extensions (32/08)

CJ distributed photos of seat belt restraints that will be placed onto LDVs and Sprinters, and asked Purchasing to place them on eseries.

IL was concerned that several of the restraints were the same blue colour and could be confused.

CJ replied that each type of restraint would only fit the vehicle it was designed for and no other and therefore could not be used incorrectly. CJ said that he would also publish a bulletin.

CJ

36/08 Alternative Response Steering Group (ARSG) (Standing Item)
CV noted that AP was not in attendance so no update could be given.

37/08 Risk (Standing Item)
&

38/08 Manual Handling Implementation Group (Standing Item)
SV told the group that John Selby had been called away at the last minute. He had asked SV to tell the group that 125 Manger Elks are due to be delivered from the end of May onwards; and he would shortly be interviewing candidates for the Health & Safety Adviser (Manual Handling) post.

39/08 Ambulance Procurement Update

NP reported that the group met at Ilford on 02/04/08. A questionnaire has been sent out to staff side on design enhancements. He has consulted with the Communications Department to see how the questionnaire could also be put on the Pulse. A letter of intent to purchase has also been sent to Mercedes.

IL asked if this was an order.

CV responded that the purchase order would follow approval of the Business Case. The specification for the chassis needs to be confirmed by the end of May, along with the tender specification for the conversion work on the bodies.

IL expressed frustration at how long the process has taken, and highlighted that crews will have to be engaging in manual handling for potentially up to another 12 months.

CV accepted the process has taken a long time but reassured the group that the Service is on the threshold of significant progress. He added that the first meeting of the 12-lead tender group had taken place which will also tie in with the new vehicles.

40/08 RRU Procurement Update (Standing Item)

NP stated that all 83 vehicles had been delivered. 78 have been handed to operations with the remainder being commissioned. 4 training vehicles will be ready in 6-8 weeks.

41/08 Specialist Vehicle Update (Standing Item)

NP said that the terminology should be changed to PTS Bariatric Vehicle. Financial approval has been given, and the design specification needs to be finalised. There will be three vehicles, one for each operational area.

42/08 Carry Chair Update (Standing Item)

CV reported that the SPPP has not been decided upon yet.

42.01 Carry Chair Labels (92/07)

CV asked for this item to be carried over as DS was not present.

DS

42.02 Mechanised Chair Options (10/08)

CV stated there is no progress to report.

43/08 **Trolley Bed Update (Standing Item)**

CV reported that the tender evaluation group met and a decision was taken to trial the Stryker mechanised bed. It is intended to obtain 10 items for the trial to begin in June.

CJ told the group that the Falcon 6 upgrades have started. He will publish a bulletin so that staff can recognise the modified beds from the unmodified ones.

CJ

44/08 **PTS Issues (Standing Item)**

NP stated that the PTS VEWG met last week. The stretcher vehicle specification was signed off. He also said that financial approval has been given to replace the Movano vehicles.

CV added his support to the updating of the PTS fleet and bring the average age of its vehicles down.

45/08 **Equipment Approval Group (EAG)**

CV said that the EAG is due to meet on 09/05/08 and said that items 45.01-45.06 will be carried over.

SV

46/08 **Terms of Reference**

CV reported that DS has found an old copy of the terms of reference and is currently updating them. Once done the draft document will be circulated.

DS

47/08 **Mercedes Speakers**

IL distributed a photo showing the positioning of the radio speakers directly behind the driver's ear in the Mercedes ambulances and argued that this was a hazard.

CV agreed that a solution needs to be found and asked NP to liaise with IM&T.

NP

48/08 **FRU – ECP**

IL asked for an update on the work to remove the racking from the former ECP vehicles that are now being used as FRUs. The issue being that different equipment is used by FRU drivers which does not fit the ECP racking, and obscures vision out of the rear window.

NP stated that he hasn't seen any financial authority to move forward.

FRU – ECP (continued)

CV agreed to pursue this with Mike Dinan.

CV

Post meeting note: IL informed SV on 16/05/08 that the SPPP has now been approved and therefore this matter wouldn't need to be raised at the next meeting.

49/08 FRU Airbags

IL said he had received a report of an airbag not deploying in an accident and asked if an investigation can be done to determine why.

NP replied that an airbag usually wouldn't deploy when a collision takes place at a certain angle or speed etc.

IL said he would forward the details to NP.

IL

50/08 CRU/MRU Equipment

IL asked who approves CRU/MRU equipment use.

CV advised that it should initially be tabled at ARSG and then the VEWG.

IL raised concerns that these groups of staff are deciding upon equipment issues with no proper governance or accountability to the VEWG.

CV agreed that there is a need to get some governance into these areas. He has spoken to Martin Flaherty about this previously but will revisit the issue with him. He also suggested that all orders for CRU/MRU equipment could be held by Purchasing pending approval.

AM replied that Paul Candler has already done this but has been put under great pressure by the respective groups to release the orders and has not received sufficient support to maintain his position.

CV agreed to write to Martin Flaherty, Graham Chalk, and Tom Lynch and report back.

CV

51/08 Tail Lifts – Manual Operation

IL referred to a group of incidents where ambulance tail lifts have failed. The crews in each incident have gone to use the manual system only to find the bars are missing. He asked if there was an issue.

CJ replied that Fleet check the bars presence every six weeks during servicing so if they are missing it is because crews have removed them. Workshops will continue to check on each vehicle service.

52/08 Misfuel Prevention Devices

CJ demonstrated a product that can be added to fuel intake nozzles to prevent petrol being put into diesel tanks. It has been calculated that misfueling costs the Service £25k per year in repair work. The devices will be distributed to workshops and described in a Fleet bulletin.

53/05 Seat Belt Extensions

Issue covered in item 35.15 above.

54/05 Pre Hospital Bloods Container

GR told the group that a policy and training package has been written and is waiting for approval from Fionna Moore. He demonstrated the container that would be used for storing blood samples and asked for the group's approval.

The VEWG approved the item.

55/05 Any Other Business

Torn Seats

IL raised an issue on behalf of Pat Osliff asking if torn seat cushions can be replaced or whether they should be repaired temporarily with duct tape.

CV stated that tape can be used for short periods until the vehicle is serviced.

CJ added that cushions can be replaced during vehicle servicing. He believed that John Selby has advised that a vehicle does not need to be taken off the road immediately and can be temporarily repaired with tape.

KW said she thought that there were seat covers that can be used in these instances.

CJ agreed to contact Pat Osliff about the issue and speak to Alan Payne about the seat covers.

CJ

Paramedic Drug Pack Inserts

GR stated that a couple of crews had reported the inserts falling out of drug packs when they were opened.

GB replied that he was aware of the issue and the affected packs were being replaced.

Tenders

CV told the group that the 12-lead and AED Shock Box tenders were progressing.

Date of Next Meeting: 03rd July 2008 - 1300-1700, Conference Room, HQ