

**Action Log
JOINT COMMITTEE MEETING**

Update for meeting on 28 January 2020

Minute	Action	Lead	Progress
EASC 17/44 & EASC 17/73 & EASC 19/21 & EASC 19/76	Emergency Medical Retrieval and Transfer Service (EMRTS) Gateway review Further update on the direction of travel in relation to the recommendations of the gateway review to be provided	<i>Stephen Harrhy</i>	Agenda item CASC Update Report
EASC 18/06 & EASC 18/65 & EASC 19/21 & EASC 19/92	Performance Dashboard To develop bespoke Health Board reports that will provide more HB specific data.	<i>Ross Whitehead</i>	Agenda item CASC Update Report
EASC 19/08 & EASC 19/21 & EASC 19/23 & EASC 19/92	Emergency Medical Retrieval Service (EMRTS) Refresh of the commissioning framework	<i>Julian Baker</i>	Agenda item CASC Update Report
EASC 19/12	EASC Risk Register Review of Risks and actions	<i>James Rodaway</i>	Agenda item
EASC 19/38	Falls Schemes Further evaluation to take place	<i>James Rodaway</i>	Agenda item 2.3 September 2019
EASC 19/41	Red Performance Quality Assurance process to be clarified and letter sent; discussion in relation to the use of advanced paramedic practitioners across Wales and key themes to be identified	<i>Stephen Harrhy</i>	Agenda item 2.4
EASC 19/42	Ambulance Quality Indicators More detailed trend analysis would be undertaken on quality, performance and activity	<i>Ross Whitehead</i>	Completed
EASC 19/55	Management Group Stephen Harrhy agreed to ensure the schedule of meetings and the terms of reference was shared with Members	<i>Stephen Harrhy</i>	Completed

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EASC 19/55 & EASC 19/92	Mental Health Additional information to be developed and shared to assist Members with the work to date	Shane Mills / Lead CEO	Agenda item 2.1 CASC Update Report
EASC 19/56	ORH Demand and Capacity Review Reports and minutes from the Steering group to be shared with Members	Steve Moore	Agenda item
EASC 19/57	Amber Review Update on the action plan developed	Shane Mills	Agenda item 2.2
EASC 19/61	1% 'A Healthier Wales' allocation Following evaluation by the Management Group the meeting report to be shared with Members	James Redaway	Agenda item 2.3
EASC 19/75	Chair and CASC Meetings Invites to meet with all health boards and NHS Trust meetings	Members	One meeting remaining
EASC 19/76	Presentation to Chief Executives Clinical Director for the National Programme for Unscheduled Care to present the Emergency Department Quality and Delivery Framework to the next meeting	Dr Jo Mower	Completed
EASC 19/77	WAST Staff Pipeline Discussion with the provider about the relatively high number of re-sits	Jason Killens	To be confirmed
	Handover Delays WAST to develop an action plan for urgent agreement with HBs <ul style="list-style-type: none"> • Procuring services from 3rd sector / or provide more unscheduled care staff • Review the skill mix within the control • Support emergency departments by making staff available 	Jason Killens	To be confirmed
	RED improvement plan To be developed and shared with Health Boards	Jason Killens	To be confirmed
	RED Performance requirements Following the Management Group meeting health boards to be notified of requirements	Stephen Harrhy	To be confirmed
	Good SAM app Additional information to be shared to seek assistance from staff across NHS Wales	Jason Killens	Completed
EASC 19/78	Reference Document on the WAST Relief Gap Emergency Ambulance Service <ul style="list-style-type: none"> • Receive a plan outlining how WAST would return to 2013/14% levels of spending on frontline staff and recurrently resourced 	Jason Killens	To be confirmed

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	<ul style="list-style-type: none"> Use WAST contingency and 1% 'A Healthier Wales' funding slippage as non-recurrent allocation; money to be allocated on spend and with agreement on impact on performance Receive a review what has happened to the funding provided to date Tapering funding to be discussed as part of the IMTP process and linked to outcome of Demand and Capacity Review Handover improvement plan to be agreed by EASC 	<i>Stuart Davies</i> <i>Stuart Davies</i> <i>Stephen Harrhy</i> <i>Jason Killens</i>	Finance Report Finance Report EASC IMTP To be confirmed
EASC 19/79	WAST Service Transformation <ul style="list-style-type: none"> Share the three service transformation initiatives suitable for national scale up with the Minister at the Chairs meeting with the Minister at the end of September 	<i>Jason Killens</i>	To be confirmed
EASC 19/82	Regional Escalation <ul style="list-style-type: none"> Ensure all organisation provide their escalation plans by 20 September 2019 <ul style="list-style-type: none"> Individual site escalation plans Individual site full capacity plans The list of individuals that will undertake the national escalation calls this winter on behalf of each organisation. Establish of task and finish group (aimed at assistant Chief Operating Officers) to provide a peer review process for the above plans, and finalise the proposals for enhancing the national escalation calls. Develop a bespoke training course for representatives on the call based on the Exercise Wales Gold course, with a specific focus on managing health services during periods of escalation. Agreed that the revised process to be live by the 1 December 2019. 	<i>Members</i> <i>Stephen Harrhy</i> <i>WAST</i> <i>All</i>	To be confirmed Oral update To be confirmed To be confirmed
EASC 19/95	ORH Demand and Capacity Review <ul style="list-style-type: none"> Receive the final version of the report at the next meeting. 	<i>Stephen Harrhy & Jason Killens</i>	Agenda item
EASC 19/97	Serious Adverse incidents (SAI) <ul style="list-style-type: none"> Additional information was requested in terms of the common themes of the SAIs (in more detail than handover delays) which would be reported to the Welsh Government 	<i>Jason Killens</i>	To be confirmed

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EASC 19/97	Red call and triage categorisation Members felt it was important to better understand the reasons, Rachel Marsh agreed to provide further information from a deep dive as soon as possible	<i>Rachel Marsh</i>	To be confirmed
EASC 19/99	Regional Escalation The safe cohorting of patients was discussed at length, it was agreed that this should be discussed at the Chief Operating Officers meeting along with proposals for changing regional escalation arrangements	<i>CASC</i>	To be confirmed
EASC 19/100	Developing the National Emergency Department Quality and Delivery Framework (EDQDF) Receive a further update on progress during the summer of 2020	<i>Julian Baker</i>	Added to Forward Look
EASC 19/103	Governance <ul style="list-style-type: none"> • EASC Standing Orders to be adopted by each Health Board • Standing Financial Instructions to be presented when finalised • Risk Register to be redeveloped in line with discussion meeting 	<i>All Stuart Davies</i> <i>James Rodaway</i>	To be confirmed
EASC 19/104	EASC Commissioning intentions and IMTP The Chief Ambulance Services Commissioner write to the Chief Executive at WAST as soon as possible clarifying the commissioning intentions of EASC for the next year.	<i>CASC</i>	Completed