**EMERGENCY AMBULANCE SERVICES COMMITTEE FORWARD LOOK**

All meetings take place at WHSSC, Unit G1, The Willowford, Main Ave, Treforest Industrial Estate, Pontypridd CF37 5YL

or virtually by the Microsoft Teams Platform

| **Meeting** | **Standing items** | **Additional items** | **Governance** |
| --- | --- | --- | --- |
| **10 May 2022****PM** | Minutes and action logChair’s reportPerformance ReportChief Ambulance Services Commissioner’s reportProvider ReportEASC Management Group SummaryCommissioning UpdateFinance ReportForward Work Programme | Focus on – Non Emergency Patient Transport Services (NEPTS)Ambulance Handover DelaysEmergency Medical Retrieval and Transfer Service (EMRTS) Evaluation report for information Ambulance Quality Indicators | Risk RegisterConfirmed notes from sub groupsAnnual ReportsAnnual Governance StatementResponse to Annual Audit Enquiries Letter 2021-2022EASC Audit Recommendations Tracker |
| **12 July 2022** | Minutes and action logChair’s reportPerformance ReportChief Ambulance Services Commissioner’s reportProvider ReportEASC Management Group SummaryCommissioning UpdateFinance ReportForward Work Programme | Focus on – TBCGeneric feedback session following discussions with all health boards across Wales (Chair and Chief Ambulance Services Commissioner)Update from Commissioner Ambulance Availability TaskforceUpdate re progress of HIW review of Patient Safety, Privacy, Dignity and Experience whilst waiting in Ambulances during Delayed Handover | Risk RegisterConfirmed notes from sub groups |
| **6 Sept 2022** | Minutes and action logChair’s reportPerformance ReportChief Ambulance Services Commissioner’s reportProvider ReportEASC Management Group SummaryCommissioning UpdateFinance ReportForward Work Programme |  |  |
| **8 Nov 2022** | Minutes and action logChair’s reportPerformance ReportChief Ambulance Services Commissioner’s reportProvider ReportEASC Management Group SummaryCommissioning UpdateFinance ReportForward Work Programme | Focus on – TBCUpdate re progress of HIW review of Patient Safety, Privacy, Dignity and Experience whilst waiting in Ambulances during Delayed Handover |  |

**EASC ANNUAL BUSINESS PLAN**

| **Agenda item or issue** | **Lead** | **EASC Team****Lead** | **10 May 2022** | **12 July 2022** | **6 Sept 2022** | **8 Nov 2022** | **17 Jan 2023****short agenda?** | **14 Mar 2023** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Apologies\*\* | Chair | GR | √ | √ | √ | √ | √ | √ |
| Declarations of interest\*\* | Chair | GR | √ | √ | √ | √ | √ | √ |
| Minutes from previous meeting\*\* | Chair | GR | √ | √ | √ | √ | √ | √ |
| Matters arising and action log\*\* | Chair | All | √ | √ | √ | √ | √ | √ |
| Chair’s report\* | Chair |  | √ | √ | √ | √ | √ | √ |
| Chief Ambulance Services Commissioner report\*\* | CASC | SMH | √ | √ | √ | √ | √ | √ |
| Performance report\*\* | DCASC | RW | √ | √ | √ | √ | √ | √ |
| Quality matters | DCASC | RW | √ | √ | √ | √ | √ | √ |
| Focus on session\*\* (varied topics)Major trauma / critical care network/ neonatal/111/future/ Urgent and emergency care / vision for modern ambulance service | Chair and CASC |  | NEPTS | Handover delays | EASC Action Plan | Taskforce NEPTS |  | EMRTS |
| Committee and Sub Committee Annual Reports (including Terms of Reference) | Comm Sec | GR | √ |  |  |  |  |  |
| Annual Governance Statement | Comm Sec | GR | √ |  |  |  |  |  |
| Review of Standing Orders / Standing Financial instructions / hosting agreements / MOU | Comm Sec | GR |  |  |  | √ |  |  |
| Receive Audit Reports (as and when) | Chair |  |  | √ Govn |  |  |  |  |
| Ambulance quality indicators (Quarterly) | DCASC | RW | √ |  | √ |  | √ |  |
| Minutes/ reports from sub committees\*\* | Comm Sec | GR | √ | √ | √ | √ | √ | √ |
| Welsh Ambulance Services NHS Trust update\*\* | CEO WAST |  | √ | √ | √ | √ | √ | √ |
| EASC Management Group Summary | EASCT |  | √ | √ | √ | √ | √ | √ |
| EASC Commissioning Update | EASCT |  | √ | √ | √ | √ | √ | √ |
| Finance plan and update | DOF | SD | √ | √ | √ | √ Draft plan next year | √ | √ |
| EASC Integrated Medium Term plan updates | DCASC | RW |  |  |  | √ |  |  |
| EASC IMTP 2023-2026 | DCASC | RW |  |  |  |  | √ draft | √ |
| EASC Governance update with risk register\*\*  | Comm Sec | GR | √ | √ | √ | √  | √ | √ |
| Forward look | Chair  | GR | √ | √ | √ | √ | √ | √ |
| Commissioning intentions update | DCASC | RW | √ |  | √ |  | √ |  |
| Commissioning intentions 2023-2024 | DCASC | RW | √ | √ | √ approve |  |  |  |
| Update of commissioning frameworks NEPTS | DCASC | RW | Drafts | Drafts |  |  |  |  |
| EMS Update on progress | DCASC | RW |  |  | √ |  |  |  |
| NEPTS (2022-23) | DCASC | RW |  |  |  | √ |  |  |
| EMRTS (2023-24) | DCASC | RW |  |  |  |  |  | √  |
| NEPTS update | DCASC | RW | √ Focus on |  |  |  |  |  |

**Focus on topics** - Stroke Services / Critical care transfers / Neonatal Care Transfers / Telephone advice / Community Working / Handover delays /Advanced Paramedic Practitioners / EMS / Risk Appetite / Patient voice??

(Topics undertaken to date: HIW Report March 2022; Update on D&C Nov 2021; Performance and Improvement Sept 2021; Follow-up to A modern Ambulance Service; A modern Ambulance Service May 2021; System Pressures - planning and securing sufficient ambulance services for the population this winter Nov 2020; NEPTS Sept 2020; EMRTS July 2020;)