

## PWYLLGOR CRONFA ELUSENNOL CHARITABLE FUNDS COMMITTEE

<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	26 September 2022
<b>TEITL YR ADRODDIAD: TITLE OF REPORT:</b>	Update on Expenditure – Staff Welfare and Wellbeing: Rest Areas
<b>CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:</b>	Lisa Gostling, Director of Workforce & Organisational Development (OD)
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Elin Brock, Head of Research, Innovation & Improvement

**Pwrpas yr Adroddiad (dewiswch fel yn addas)**

**Purpose of the Report (select as appropriate)**

Er Sicrwydd/For Assurance

### ADRODDIAD SCAA

#### SBAR REPORT

##### Sefyllfa / Situation

The purpose of this report is to provide the Charitable Funds Committee with a progress update regarding the allocation of charitable funding approved in November 2021 for the creation and improvement of staff rest areas.

The Committee is requested to receive assurance regarding the proposal and the way forward.

##### Cefndir / Background

A key action from The Discovery Report was to create rest areas for staff who are suffering burn out, exhaustion and need time to rest and recover. In order to create these rest areas, the Committee approved charitable funds expenditure of £212,295 to be spent on creating rest areas for staff across HDdUHB in November 2021.

At the June 2022 Charitable Funds Committee meeting, it was agreed that the funding previously approved be apportioned as follows:

- £50,000 is provided to the Executive Director for Workforce and OD to support the implementation of the British Medical Association (BMA) Fatigue and Facilities Charter.
- The rest of the funding (£162,295) to be allocated to each county partnership forum, according to headcount.
- Decision and responsibility to support rest and recovery will be determined by local county partnerships.

##### Asesiad / Assessment

###### The process

Funds were allocated to each County Partnership Forum based on headcount in each county and each Partnership Forum was asked to submit funding proposals to the OD team by 2<sup>nd</sup> September 2022, outlining how they would like to spend the allocated funding within their counties.

To help with staff engagement, the Workforce Experience team set-up an anonymous discussion board on the Work in Confidence online platform to provide staff with a virtual space to share ideas on what and where this money could be used. The Workforce Experience team also reviewed what has been undertaken to enhance rest areas across other UK healthcare settings and collated a small catalogue of possibilities and ideas for inspiration.

Each County Partnership has provided the OD team with funding proposals on how they would like to spend the charitable funds locally. Further cost detail is being awaited from Pembrokeshire who requested an extension due to the timing of their County Partnership meeting. A list of items is attached at Appendix 1.

£50,000 was also allocated to support the implementation of the BMA Fatigue and Facilities Charter. Meetings have been held with the Medical Directorate to decide how to allocate the funds and we are proposing to allocate the funding subject to the number of medical staff at each hospital site. We are awaiting the next meeting of the Fatigue and Facilities Charter Group for approval of the funding allocation process.

The Head of Hywel Dda Health Charities will work closely with the Group to ensure that their spend proposals are eligible for this funding.

#### Next Steps

The aim is to meet with the Head of Hywel Dda Health Charities to go through the items requested from the 3 counties to ensure eligibility for charitable funding. Work will be undertaken with the Procurement team to seek quotes and use the Oracle system to purchase the items requested. Procurement advice will be sought for items that cannot be purchased in this manner.

A written update will be provided to the Charitable Funds Committee in March 2023 to provide members with an overview of how the money has been spent. It is suggested that the staff and management representatives from the County Partnership Forums are invited to the Committee meeting to provide feedback regarding the impact of the funding provided.

#### Argymhelliad / Recommendation

The Committee is requested to receive assurance regarding the proposal for the apportionment and allocation of funding.

#### **Amcanion: (rhaid cwblhau)**

#### **Objectives: (must be completed)**

Committee ToR Reference:  
Cyfeirnod Cylch Gorchwyl y Pwyllgor:

4.20 The following thresholds are approved in the Charitable Funds Procedure:  
*"Expenditure less than £10,000 shall only need approval by the nominated fund manager. All expenditure in excess of £10,000 and up to £50,000 will require the approval of the Charitable Funds Sub-Committee. Expenditure in excess of £50,000 will require the approval of the Charitable Funds Committee. Expenditure over £100,000 will require the approval of the Corporate Trustee".*

Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	7. Staff and Resources
Amcanion Strategol y BIP: UHB Strategic Objectives:	1. Putting people at the heart of everything we do
Amcanion Cynllunio Planning Objectives	2K Organisational listening, learning and cultural humility 2E Evidencing impact of charitable funds
Amcanion Llesiant BIP: UHB Well-being Objectives: <a href="#">Hyperlink to HDdUHB Well-being Objectives Annual Report 2018-2019</a>	2. Develop a skilled and flexible workforce to meet the changing needs of the modern NHS

<b>Gwybodaeth Ychwanegol: Further Information:</b>	
Ar sail tystiolaeth: Evidence Base:	Discovery Report May 2021
Rhestr Termau: Glossary of Terms:	Included within the body of the report
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Cronfa Elusennol: Parties / Committees consulted prior to Charitable Funds Committee:	Ceredigion, Pembrokeshire and Carmarthenshire County Partnership Forums

<b>Effaith: (rhaid cwblhau) Impact: (must be completed)</b>	
<b>Ariannol / Gwerth am Arian: Financial / Service:</b>	Ensuring that the funding is spent by March 2023
<b>Ansawdd / Gofal Claf: Quality / Patient Care:</b>	Not applicable
<b>Gweithlu: Workforce:</b>	Ensuring that commitments to staff are honoured and the funding delivers improvements to staff rest areas.
<b>Risg: Risk:</b>	Not applicable

<b>Cyfreithiol: Legal:</b>	Not applicable
<b>Enw Da: Reputational:</b>	Failure to deliver improvements could have a negative impact on the reputation of the organisation.
<b>Gyfrinachedd: Privacy:</b>	Not applicable
<b>Cydraddoldeb: Equality:</b>	Not applicable