



## PWYLLGOR CRONFA ELUSENNOL CHARITABLE FUNDS COMMITTEE

<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	06 June 2020
<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 and Organisational Development
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Elin Brock, Head of Research, Innovation and Improvement

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

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

Ar Gyfer Penderfyniad/For Decision

### ADRODDIAD SCAA

#### SBAR REPORT

##### Sefyllfa / Situation

The purpose of this report is to provide the Committee with an update on progress in using charitable funds to create rest areas for staff.

The Board of Hywel Dda University Health Board (HDdUHB) approved The Discovery Report in September 2021; a report which sought to capture staff experiences of working during a global pandemic to inform HDdUHB's Recovery plan and culture going forward. There was rich learning included in the report and some proactive recommendations that HDdUHB has agreed to take forward to improve the working environment for staff. The People, Organisational Development and Culture Committee is responsible for receiving the action plan to take forward these recommendations and monitor progress. A key action 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 £180,941 to be spent on creating rest areas for staff across HDdUHB in December 2021.

This report provides the Committee with a plan for taking this forward. The Committee is requested to discuss the proposal and agree the way forward.

##### Cefndir / Background

As noted in the situation assessment above, £180,941 of funding was approved by the Committee in December 2021 to develop rest areas for staff. This was a fundamental recommendation within the discovery report, based on staff's experiences of working during the pandemic.

Of this funding, £68,000 was reallocated from the green gyms project, £112,941 was allocated from Apel Hywel Dda. An additional £31,354 has also been made available to support this aim, taking the total to £212,295.

## **Asesiad / Assessment**

It has proved to be extremely challenging to consult with staff on taking this initiative forward, due to a number of different factors. The winter pressures and staff availability due to COVID-19 pressures have created huge challenges for operational staff, meaning that staff engagement on the matter was postponed by a few weeks. It has also been challenging to engage with colleagues across the organisation to understand and identify spaces that can be used to create rest areas, and availability of information to share with staff.

A briefing was prepared for operational teams to make them aware of the funding that has been allocated for rest areas and to get staff ideas and feedback about how to progress and prioritise the spend. A series of consultative meetings have been held and many more have been arranged to consult with available staff to understand their priorities and needs.

Research was also undertaken to provide staff with ideas about what other health boards have achieved.

## **Consultation**

Consultation and engagement with county teams, general hospital managers and community nursing colleagues has commenced. There are a number of other meetings scheduled over the next few weeks to gain further insight into staff's priorities and needs.

The consultation has identified a range of ideas and options for different teams and sites. It is evident that there are different priorities and needs across different localities and services, which needs to be reflected in how the funding is allocated. What is also evident is that there is no consistency regarding what is available in different areas; some sites and teams have rest areas, some don't, some are underused, some are oversubscribed. Some teams have also been successful in obtaining their own grant funding to create rest areas and are already working towards implementing their ideas.

We also have to be mindful that different teams will have different needs – e.g. community based teams may well have the need for rest areas, however solutions for these teams will need to be different. Some ideas that have been obtained for community teams include creating networks and drop in hubs with other public bodies and local services to provide spaces that community staff can use, without being confined to a specific location.

## **Way forward**

Because there is such variation between the needs of staff in different services and localities, the proposal is that:

- £50,000 is provided to the Executive Director for Workforce and Organisational Development to support the implementation of the medical fatigue and facilities charter.
- The remainder 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.

In terms of where staff are based, 5440 staff work in Carmarthenshire, 2393 staff work in Pembrokeshire and 1422 staff work in Ceredigion.

To split £162,295 between the three counties (based on headcounts) would entail:

- 59% of the funding will be allocated to Carmarthenshire’s Partnership Forum, which is a sum of £95,754.05;
- 26% of the funding will be allocated to Pembrokeshire’s Partnership Forum, which is a sum of £42,196.70;
- 15% of the funding will be allocated to Ceredigion’s Partnership Forum, which is a sum of £24,344.25.

**Allocation of funds**

Should the allocation approach be approved, it is proposed that the local county partnership forums decide how this money is spent, following engagement with their teams and services.

**Argymhelliad / Recommendation**

The Charitable Funds Committee is requested to discuss and approve the apportionment and allocation of funding, as outlined above.

<b>Amcanion: (rhaid cwblhau) Objectives: (must be completed)</b>	
Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	4.20 The following thresholds are approved in the Charitable Funds Procedure: <i>"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".</i>
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):	6.3 Listening and Learning from Feedback 7. Staff and Resources
Amcanion Strategol y BIP: UHB Strategic Objectives:	1. Putting people at the heart of everything we do 4. The best health and wellbeing for our individuals, families and communities
Amcanion Cynllunio Planning Objectives	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>	7. Plan and deliver services to enable people to participate in social and green solutions for health
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<b>Gwybodaeth Ychwanegol: Further Information:</b>	
Ar sail tystiolaeth: Evidence Base:	Included within the body of the report
Rhestr Termiau: Glossary of Terms:	Included within the body of the report
Partïon / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Cronfa Elusenol: Parties / Committees consulted prior to Charitable Funds Committee:	Not applicable

<b>Effaith: (rhaid cwblhau) Impact: (must be completed)</b>	
<b>Ariannol / Gwerth am Arian: Financial / Service:</b>	Not applicable
<b>Ansawdd / Gofal Claf: Quality / Patient Care:</b>	Not applicable
<b>Gweithlu: Workforce:</b>	Not applicable
<b>Risg: Risk:</b>	Not applicable
<b>Cyfreithiol: Legal:</b>	Not applicable
<b>Enw Da: Reputational:</b>	Not applicable
<b>Gyfrinachedd: Privacy:</b>	Not applicable
<b>Cydraddoldeb: Equality:</b>	Not applicable