

Appendix: Annual Assurance Report

Health board/trust:	Cardiff and Vale UHB	In accordance with the requirements of the Nurse Staffing Levels (Wales) Act 2016 and its associated Statutory Guidance, the 'nurse staffing level' is the establishment of registered nurses - and other staff to whom nursing duties have been delegated by a registered nurse - required to deliver the planned roster. It is acknowledged that there is a range of additional healthcare professionals that contribute to the delivery and coordination of patient care and treatment. However, these staff are not included within this appendix but further information can be found within the main body of the annual assurance report
Period of the report	6th April 2024 - 5th April 2025	
adult acute surgical wards	18	

Adult Acute Surgical Inpatient wards

Name of Ward	TOTAL (WTE) band 7 supernumerary ward sister/Charge nurse	Required Establishment at the start of this report (Spring 2024 calculation cycle) including uplift 26.9%		TOTAL (WTE) band 7 supernumerary ward sister/Charge nurse	Required Establishment at the end of the period of this report (autumn 2024 calculation cycle) including uplift 26.9%		TOTAL (WTE) band 7 supernumerary ward sister/Charge nurse	Required Establishment at the end of the period of this report (Spring 2025 calculation cycle) including uplift 26.9%		Biannual calculation cycle reviews, and rationale for any changes made				Any reviews outside of biannual calculation, if yes provide rationale for any changes made			
		TOTAL WTE RN (band 5,6)	TOTAL WTE HCSW (bands 2,3,4)		TOTAL WTE RN (band 5,6)	TOTAL WTE HCSW (bands 2,3,4)		TOTAL WTE RN (band 5,6)	TOTAL WTE HCSW (bands 2,3,4)	Completed (Yes/No)	Changed	Rationale	Completed (Yes/No)	Date	Changed	Rationale	
C1 (Women's and Children Clinical Board)	1	22.27	15.4	1	22.26	15.4	1	22.44	18.32	Yes	Yes	Increase in HCSW at night and slight increase in the shift length for the registered nurse on the short shift.	No	NA	NA	NA	
C6	1	30.46	17.06	1	30.46	17.06	1	30.46	17.06	Yes	No	NA	No	NA	NA	NA	
B2 Vascular	1	33.3	19.9	1	33.3	19.9	1	33.3	19.9	Yes	No	NA	No	NA	NA	NA	
A6 North	1	16.24	11.37	1	16.24	11.37	1	16.24	11.37	Yes	No	NA	No	NA	NA	NA	
A6 South	1	16.26	11.37	1	16.24	11.37	1	16.24	11.37	Yes	No	NA	No	NA	NA	NA	
B6	1	30.46	19.09	1	30.46	19.09	1	27.61	16.24	Yes	Yes	Reduction in 9 beds and therefore reduction in establishment required.	No	NA	NA	NA	
A4 North (Previously A5 North Spinal Unit)	1	18.32	14.21	1	19.09	14.21	1	19.09	14.21	Yes	Yes	No change to planned roster, calculation adjustment made.	No	NA	NA	NA	
A5 South	1	14.21	11.37	1	14.21	11.37	1	14.21	11.37	Yes	No	NA	No	NA	NA	NA	
West 1	1	19.9	14.21	1	14.21	17.06	1	14.21	17.06	Yes	Yes	Reduction in Spring 2024 due to reduction in 6 beds.	No	NA	NA	NA	
West 4 (Previously West 3)	1	11.37	14.21	1	14.21	11.37	1	14.21	11.37	Yes	Yes	Change during the Autumn review 2024; Change in location and increase in 2 beds, change in skill mix required.	No	NA	NA	NA	
West 5	1	14.21	17.07	1	14.21	17.06	1	14.21	17.06	Yes	No	NA	No	NA	NA	NA	
CAVOC	1	25.99	19.09	1	22.74	13.4	1	22.74	13.4	Yes	Yes	Change in Autumn 2024 review. Reduction in staffing over the weekend and at night due to theatre activity and same day discharges.	No	NA	NA	NA	
B5 Nephrology (Specialist Clinical Board)	1	31.53	16.48	1	30.86	17.06	1	30.86	17.06	Yes	Yes	During the review process, highlighted that ward manager included within planned roster numbers whilst SPN. Calculations reviewed and updated.	No	NA	NA	NA	
T5 (Specialist Clinical Board)	1	29.7	13.64	1	29.7	13.64	1	29.24	11.37	Yes	Yes	During the review process, highlighted that ward manager included within planned roster numbers whilst SPN. Calculations reviewed and updated.					
C5 (Previously West 6)	1	22.72	8.53	1	31.27	13.4	1	31.27	13.4	Yes	Yes	Relocation from UHL to UHW, increase in bed numbers from 24 to 34 beds					
B4 Neuro (Specialist Clinical Board)	1	35.35	25.18	1	36.14	25.58	1	32.49	24.77	Yes	Yes	Reduction in bed capacity during the reporting period from 34 beds to 29 beds.					
Poly-Trauma Unit (Specialist Clinical Board)	1	24.2	19.9	1	24.2	19.9	1	25.58	19.9	Yes	Yes	Uplift required for ortho-plastic dressing clinic which is staffed by the ward nursing team.					
T4 Neuro (Specialist Clinical Board)	1	37.37	8.53	1	38.17	8.53	1	38.18	8.53	Yes	No	No change to the planned roster, calculations reviewed in Spring 2024 establishment reviews and updated.	No	NA	NA	NA	
Totals Required WTE:	18	433.86	282.3	18	437.97	276.77	18	432.58	273.76								

Appendix: Annual Assurance Report

Health board/trust:	Cardiff and Vale UHB
Period of the report	6th April 2024- 5th April 2025
paediatric inpatient wards	2

In accordance with the requirements of the Nurse Staffing Levels (Wales) Act 2016 and its associated Statutory Guidance, the 'nurse staffing level' is the establishment of registered nurses - and other staff to whom nursing duties have been delegated by a registered nurse - required to deliver the planned roster. It is acknowledged that there is a range of additional healthcare professionals that contribute to the delivery and coordination of patient care and treatment. However, these staff are not included within this appendix but further information can be found within the main body of the annual assurance report

Paediatric Inpatient wards

Name of Ward	TOTAL (WTE) band 7 supernumerary ward sister/Charge nurse	Required Establishment at the <u>start</u> of this report (Spring 2024 calculation cycle) including uplift 26.9%		TOTAL (WTE) band 7 supernumerary ward sister/Charge nurse	Required Establishment at the <u>end</u> of the period of this report (autumn calculation cycle) including uplift 26.9%		TOTAL (WTE) band 7 supernumerary ward sister/Charge nurse	Required Establishment at the <u>end</u> of the period of this report (Spring 2025 calculation cycle) including uplift 26.9%		Biannual calculation cycle reviews, and rationale for any changes made			Any reviews outside of biannual calculation, if yes provide rationale for any changes made			
		TOTAL WTE RN (band 5,6)	TOTAL WTE HCSW (bands 2,3,4)		TOTAL WTE RN (band 5,6)	TOTAL WTE HCSW (bands 2,3,4)		TOTAL WTE RN (band 5,6)	TOTAL WTE HCSW (bands 2,3,4)	Completed (Yes/No)	Changed	Rationale	Completed (Yes/No)	Date	Changed	Rationale
Island	1	39.8	11.37	1	39.8	11.37	1	39.8	11.37	Yes	No	NA	No	NA	NA	NA
Gwdlhw	1	66.44	13.65	1	66.44	13.65	1	66.44	14.47	Yes	No	NA	No	NA	NA	NA
Totals Required WTE:	2	106.24	25.02	2	106.24	25.02	2	106.24	25.84							