

Bundle Board of Trustees 27 June 2019

Agenda attachments

00 - Agenda 27 June 2019.docx

- 1 Welcome and Introductions
- 2 Apologies for Absence
- 3 Declarations of Interest
- 4 Minutes of the Trustee Meeting held on 28th March 2019
 - 04. Public Trustee Minutes March 2019 v1.0.docx
- 5 Action Log - 28th March 2019 - There were no actions from previous meeting
 - 05. Public Trustee Action Log March 2019 v1.0.docx
- 6 Chairs Action taken since last meeting - There were no Chair's actions
- 7 Items for Review and Assurance
- 7.1 No items
- 8 Items for Approval/Ratification
- 8.1 Scheme of Delegation
 - 8.1 Scheme of Delegation.docx
- 8.2 Employee Wellbeing Service
 - 8.2 Employee Wellbeing Service.docx
- 8.3 Disposal of Rookwood
- 9 Items for Noting and Information
- 9.1 No items
- 10 Review of the Meeting
- 11 Any other business
- 12 Date and time of next meeting
- 12.1 Thursday, 26 September 2019 at 11am, Boardroom, University Hospital Llandough



**CARDIFF AND VALE HEALTH CHARITY
CORPORATE TRUSTEE MEETING
Held on 27 June 2019 at 12.30 p.m.**

Nant Fawr 1 and 2, Ground Floor, Woodlands House

AGENDA

1	Welcome & Introductions	Maria Battle
2	Apologies for Absence	Maria Battle
3	Declarations of Interest	Maria Battle
4	Minutes of the Trustee Meeting held on 28 th March 2019	Maria Battle
5	Action Log – 28 th March 2019 – There were no actions from previous meeting	Maria Battle
6	Chairs Action taken since last meeting – There were no Chair's actions	Maria Battle
7	Items for Review and Assurance	
7.1	No items	
8	Items for Approval/Ratification	
8.1	Scheme of Delegation	Nicola Foreman
8.2	Employee Wellbeing Service	Martin Driscoll
8.3	Disposal of Rookwood	Abigail Harris
9	Items for Noting and Information	
9.1	No items	
10	Review of the Meeting	Maria Battle
11	Any Other Business	
12	Date and time of next Meeting Thursday, 26 September 2019 at 11.00am Boardroom, University Hospital Llandough	

**UNCONFIRMED MINUTES OF A TRUSTEE'S MEETING OF CARDIFF AND VALE
HEALTH CHARITY CORPORATE TRUSTEE MEETING ON 28th MARCH 2019
BOARD ROOM, UNIVERSITY HOSPITAL, LLANDOUGH**

Present:

Maria Battle	MB	Chair
Charles Janczewski	CJ	Vice Chair
Gary Baxter	GB	Independent Member - University
Eileen Brandreth	EB	Independent Member - ICT
Robert Chadwick	RC	Executive Director of Finance
Susan Elsmore	SE	Independent Member - Local Authority
Akmal Hanuk	AK	Independent Member - Community
Abigail Harris	AH	Executive Director of Strategic Planning
Michael Imperato	MI	Independent Member - Legal
John Union	JU	Independent Member - Finance
Ruth Walker	RW	Executive Nurse Director

In attendance:

Caroline Bird	CB	Deputy Chief Operating Officer
Nicole Foreman	NF	Director of Corporate Governance

Secretariat:

Sheila Elliot	SE	Governance Team
---------------	----	-----------------

Apologies:

Stephen Allen	SA	Community Health Council
Steve Curry	SC	Chief Operating Officer
Len Richards	LR	Chief Executive

CT/19/03/001	<p>WELCOME AND INTRODUCTIONS</p> <p>The Chair welcomed everyone to the meeting of the Charity Trustee.</p>
CT/19/03/002	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were noted.</p>
CT/19/03/003	<p>DECLARATIONS OF INTEREST</p> <p>Charles Janczewski declared his interest as Chair of the Quality and Patient Safety Committee at WHSCC.</p>
CT/19/03/004	<p>MINUTES OF THE BOARD MEETING HELD ON 13th December 2018</p> <p>The Corporate Trustee reviewed the Minutes from the meeting held on 13th December 2018.</p> <p>Resolved that:</p>

The Corporate Trustee approved the minutes of the meeting held on 13th December 2018.

CT/19/03/005

ACTION LOG FOLLOWING THE LAST MEETING HELD ON 13th December 2018

There were no actions on the action log following the meeting held on 13th December 2018.

CT/19/03/006

CHAIRS ACTIONS

There were no Chair's actions since the meeting held on 13th December 2018.

CT/19/03/007

CHARITABLE FUNDS BID – SUSTAINABLE TRAVEL FOR PATIENTS AND STAFF OF CAV UHB

The Executive Director of Strategic Planning introduced the report and stated that this was a bid for Charitable Funds to support the Sustainable Travel Plan. She explained that it also supported the organisation's Strategy of Shaping our Future Wellbeing. The Executive Director for Strategic Planning explained that due to the amount of money being requested the size of the bid was too large for approval by the Charitable Funds Committee.

The issue of staff and patients being unable to park at both UHW and UHL was causing considerable distress to staff and patients alike and was a continuous theme causing numerous complaints.

She reported that the Park and Ride Scheme at UHW had proved very successful but was limited due to the frequency of the buses being insufficient and also the early cut-off time in the evenings, meaning that some staff could not return to their cars when they finished their shifts. In addition to this more clinical services were moving to Llandough and the site was already pressurised. Public buses to Llandough were not as frequent as they could be.

The paper recommended that a Park and Ride service could be trialled from the old Toys-R-Us site, which is owned by Cardiff Council, who had agreed to lease the site to Cardiff and Vale UHB without cost for a one-year trial period. In addition to this it was also reported that Cardiff Council were looking at providing a Park and Ride facility for other destinations on that side of the City and the ToysRUs site was their preference.

It was reported that there would be a need to keep Cardiff Council appraised on how the pilot was going.

It was noted that as an employer Cardiff and Vale UHB were not obliged to provide staff parking. However, both sites were situated in residential areas and so the problem was impacting upon residents within the area.

At the meeting of the Independent Members a request had been made to seek legal advice to check that the Charitable Funds could be used to support the Sustainable Travel Plan and that it met the Charitable Objectives. The Director of Corporate Governance confirmed that this advice had been sought and it had been confirmed that Charitable Funds could be used for this purpose.

The Chief Operating Officer was asked to advise whether information on the Park and Ride Scheme was now part of the patient appointment letters and also whether or not, due to a previous request, a manned telephone line was available for the Park and Ride office. It was confirmed that there was a meeting due to be held with Parking Eye imminently so the issue of a telephone would be raised then. The Chief Operating Officer also confirmed that he would find out if the information was available within patient appointment letters.

SC

The legislation now in place required that patient parking should be free. However, the same free parking did not apply to staff in the legislation.

The Executive Director of Strategic Planning talked about a longer-term vision with ongoing work to produce a more detailed comprehensive travel plan to be carried out. Work was also being carried out with one of the consultants in Public Health who had been seconded to Cardiff Council to work on the issue.

The Executive Director of Finance stated that there was £500k in the General Resources Fund so the pilot project could be met from Charitable funds, although the value of invested funds could go up and down according to the market. This would also mean that there would be limited investment following the use of these funds and leaving flexibility of only £120k. However, it was felt that this risk was manageable. It was also stated that there was currently £10m in the Charitable Funds and restructuring of the Charitable Funds could occur if, it was felt to be appropriate.

The Charity Trustees were also reminded about the WIFI project which was a trial project but due to the success the costs were being met by the Charitable Funds on an on-going basis. This issue would need to be revisited at the next meeting of the Trustees to confirm whether or not continued support of the WIFI through Charitable Funds was appropriate.

NF

The Director of Corporate Governance stated that the Work plan for the Charitable Funds Committee now included the development of a Strategy for spending on future projects. This would require approval of the Corporate Trustees.

It was also confirmed that a Health Quality Impact Assessment needed to be completed prior to the project going ahead.

AH

The Park and Ride pilot would fall into two parts – extending the current service to UHW and providing a new service to UHL. The Cardiff Bus contract would be extended to incorporate a service every ten minutes and provide a later service in the evenings. Cardiff Bus had the buses

and drivers in place to cover this extended service. A tender would go out for the service to be provided to UHL.

If the pilot was successful then the Health Board would incorporate costs into the revenue budget for the following financial year and thereafter.

RC

Resolved – that:

- (a) The Charity Trustee approved that the service for UHL run from the hours of 8.00 a.m. – 11.00 p.m.
- (b) The Charity Trustee approved that the frequency of the UHL service be every 10 minutes for a period of 12 months
- (c) The Charity Trustee approved that a 12 month contract be put in place to run a service between Toys R Us and the UHL.
- (d) The Charity Trustee approved that a mini bus shuttle service from Woodlands House to UHL be put in place
- (e) The Charity Trustee approved that the health benefits be promoted to patients and staff.
- (f) The Charity Trustee approved the overall costs associated with the schemes of £391,854k.

CT/19/03/008

CHARITABLE FUNDS COMMITTEE – ANNUAL REPORT 2019/20

The Director of Corporate Governance introduced the Charitable Funds Committee Annual Report and confirmed that it was a report of the work of the Committee rather than the spending of Charitable Funds. The Report was being presented to the Charity Trustee for approval.

Resolved – that:

- (a) The Charity Trustee approved the Annual Report 2019/20 of the Charitable Funds Committee.

CT/19/03/009

CHARITABLE FUNDS COMMITTEE – TERMS OF REFERENCE AND WORKPLAN 2019/2020

The Director of Corporate Governance introduced the report stating that the Terms of Reference and the Work plan had been reviewed and recommended for approval by the Charitable Funds Committee.

Resolved – that:

- (a) The Charity Trustee approved the revised Terms of Reference for the Charitable Funds Committee and the Work plan 2019/20.

CT/19/03/010

BIDS PANEL TERMS OF REFERENCE

The Director of Corporate Governance introduced the Terms of Reference for the Bid Panel and explained that it reported into the Charitable Funds Committee. However, it was important for the Charity Trustee to understand the work of the panel as accountability for the spending of Charitable Funds remained with the Trustee.

Resolved – that:

- (a) The Charity Trustees approved the report, subject to a review of the Executive Director membership being carried out by September 2019.

NF

CT/19/03/011

MEMORANDUM OF UNDERSTANDING BETWEEN CARDIFF AND VALE UNIVERSITY HEALTH BOARD AND CARDIFF AND VALE CHARITY

The Director of Corporate Governance introduced the report stating that the document provided authority from the Health Board to the Charity Trustee.

Resolved – that:

- (a) The Charity Trustee approved the Memorandum of Understanding.

CT/19/03/012

CORE AND NON-CORE FUNDING

The Director of Corporate Governance introduced the report and stated that the document had been developed as a guide for what was 'core' and 'non-core' funding. She stated that the information was useful and should be provided to all staff making a bid for Charitable Funds. However, it was also stated that there would always be areas of 'grey' and each bid should be reviewed on its own merits.

Resolved – that:

- (a) The Charity Trustee approved the Core and Non-Core Funding document to be used by staff as a guide when making a bid for Charitable Funds.

CT/19/03/013

REVIEW OF THE MEETING

It was agreed that the meeting was very constructive with good discussion and governance

ITEMS FOR NOTING AND INFORMATION

There were no items to note

CT/19/03/014

DATE OF THE NEXT MEETING OF THE TRUSTEES

Thursday 26th September 2019, 11.00am
BOARD ROOM, UNIVERSITY HOSPITAL, LLANDOUGH

ACTION LOG
FOLLOWING TRUSTEE BOARD MEETING
28th MARCH 2019

MINUTE REF	SUBJECT	AGREED ACTION	LEAD	DATE	STATUS/COMMENT
Actions Completed					
Actions In Progress					
CT/19/03/007	Charitable Funds bid – sustainable travel for patients and staff of CAV UHB	Advise whether Park & Ride information was provided with Patient Appointment information	S Curry	26/09/19	Complete – park and ride information now included within appointment letters
CT/19/03/007	Charitable Funds bid – sustainable travel for patients and staff of CAV UHB	To advise if a manned telephone line would be provided in the Private Eye Office	S Curry	26/09/19	Verbal update
CT/19/03/007	WIFI Project	Revisit whether or not it was still appropriate for the WIFI to be paid for out of Charitable Funds	NF	26/09/19	Legal advice will be sought on this issue prior to the September meeting of the Charity Trustee.
CT/19/03/007	Charitable Funds bid – sustainable travel for patients and staff of CAV UHB	Health Quality Impact Assessment to be carried out prior to the start of the pilot	A Harris	26/09/19	Complete – HQIA completed.
CT/19/03/010	Bid Panel Terms of Reference	That a review of the Membership of the Bids Panel be undertaken	N Foreman	01/04/20	Once the newly constituted Charitable Funds Committee has embedded a review of the Membership of the Bids Panel will be undertaken to ensure that the Membership is appropriate. This will be done by the start of the next financial year.

MINUTE REF	SUBJECT	AGREED ACTION	LEAD	DATE	STATUS/COMMENT
Actions referred to Committees of the Board/Board Development					

Report Title:	Scheme of Delegation				
Meeting:	Corporate Trustee Meeting			Meeting Date:	27th June 2019
Status:	For Discussion		For Assurance	x	For Approval
				x	For Information
Lead Executive:	Executive Director of Finance				
Report Author (Title):	Deputy Director of Finance				

SITUATION

To support good governance, it is timely to review the scheme of delegation that is in place for the Heath Board's charitable funds. This paper sets out the current arrangements and makes proposals to strengthen them.

REPORT

BACKGROUND

The scheme of delegation for Charitable Funds has evolved over a number of years, generally in response to operational issues. Changes have been approved by the Charitable Funds Committee and limits are included within financial control procedures.

The scheme of delegation for charitable funds is different to exchequer funds. These are also not included the UHB's scheme of delegation.

ASSESSMENT

The charitable funds delegation limits are as follows:

Non Delegated Funds

All expenditure approved by the Charitable Funds Committee.

Delegated Funds

Up to £25,000 – Fund Holder and Director of Operations (or equivalent in corporate depts.)

£25,000 and above – Charitable Funds Committee

All new staff expenditure – Charitable Funds Committee

Staff Lottery

Up to £250 – can be approved by Small Bids Panel (Fast-track)

£250 to £10,000 – Lottery Bids Panel

Over £10,000 – Charitable Funds Committee

What is missing from this scheme of delegation, is an upper limit above which spending approval should be referred to the Trustee. Currently this is determined on a case by case basis by the Charitable Funds Committee where spending plans that are either deemed high or novel and contentious are referred to the Trustee for approval.

To support good governance the Charitable Funds Committee should be working within a set delegated limit. It is proposed that this should be aligned with the UHB's revenue scheme of delegation set for an Executive Director. Therefore the following addition is proposed for delegated and non delegated funds.

£125,000 and above - Trustee

It is also proposed that the charitable funds scheme of delegation is included within the UHB's overall scheme of delegation.

ASSURANCE

Assurance is provided by reviewing current governance arrangements.

RECOMMENDATION

The Charitable Funds Committee is asked to:

- **AGREE** the proposed changes to the charitable funds scheme of delegation;
- **SUPPORT** the formal adoption of these through the UHB's governance processes.

Shaping our Future Wellbeing Strategic Objectives

This report should relate to at least one of the UHB's objectives, so please tick the box of the relevant objective(s) for this report

1. Reduce health inequalities		6. Have a planned care system where demand and capacity are in balance	
2. Deliver outcomes that matter to people		7. Be a great place to work and learn	
3. All take responsibility for improving our health and wellbeing		8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	
4. Offer services that deliver the population health our citizens are entitled to expect		9. Reduce harm, waste and variation sustainably making best use of the resources available to us	x
5. Have an unplanned (emergency) care system that provides the right		10. Excel at teaching, research, innovation and improvement and	

care, in the right place, first time			provide an environment where innovation thrives			
Five Ways of Working (Sustainable Development Principles) considered <i>Please tick as relevant, click here for more information</i>						
Prevention		Long term	x	Integration	Collaboration	Involvement
Equality and Health Impact Assessment Completed:		Not Applicable If “yes” please provide copy of the assessment. This will be linked to the report when published.				



Report Title:	Employee Wellbeing					
Meeting:	Corporate Trustee Meeting				Meeting Date:	27th June 2019
Status:	For Discussion		For Assurance		For Approval X	For Information
Lead Executive:	Director of Workforce and OD					
Report Author (Title):	Head of Employee Health and Wellbeing Services					

SITUATION

In 2018, 27.5% of the total sickness absence within Cardiff and Vale UHB was attributed to Anxiety/Depression/Stress/Other Mental Health, which represents a salary bill of approximately £5.45 million.

Over the past two years there has been a 43% increase in the number of self-referrals to the Employee Wellbeing Service (EWS) rising from 438 in 2016 to 587 in 2017 and 628 in 2018.

As a result of the increase in referrals, waiting times are also increasing. Average waiting times as of February 2019 :

- 12 working days from receipt of referral to initial resource appointment
- 21 weeks from resource appointment to counselling*

*(waiting times in EWS are calculated by taking an average of the current number of ongoing clients, i.e. clients currently undertaking counselling)

Whilst this is below the Welsh government target of 26 weeks, it is acknowledged that waiting 21 weeks for counselling can delay recovery and ultimately increase the likelihood of sickness absence and presentism for those in work at the time of referral and delay a return to work for those staff who are already off work.

Matrics Cymru, developed by the National Psychological Therapies Management Committee (NPTMC), first published in 2017, provides guidance for delivering evidence based psychological therapies in Wales. It promotes efficient and effective psychological therapy and interventions, seeking to minimise variations in practice. This is the benchmark guidance used by EWS to ensure the services offered are in line with national developments.

BACKGROUND

It is widely reported that one in four individuals will experience a mental health problem each year. If applied to Cardiff and Vale UHB, this means that over 3,500 of our employees will experience mental ill health in 2019.

An ACAS report from 2014 highlighted that Mental illness led to the loss of 70 MILLION working days in 2013, up 24% since 2009 and that 3 in 4 of people suffering from mental illness get no treatment at all.

The financial impact is however not the sole concern, equally important is the impact that staff's well-being has on patient care, as there is a strong link between stress and poor performance. The Francis report (2013) emphasized the need to protect compassion and empathy in our workforce. Evidence shows that stress and burnout can lead to "compassion fatigue" which increases the risks of errors and increases the vulnerability of patients in our care.

The EWS was established over 10 years ago to provide a self-referral counselling service for employees presenting with mild to moderate mental health conditions. EWS is not a crisis service and is not appropriate for individuals requiring long term and/or multi-disciplinary team interventions.

The EWS team consists of:

0.6 wte Band 7 lead counsellor

0.1 wte Band 7 clinical supervisor

1.8 wte Band 6 Counsellors (consisting of 4 part time counsellors)

0.5 wte clinic coordinator

The Cardiff and Vale UHB is the only LHB in Wales with a designated PTSD service for employees who have experienced traumatic events at work. This service provides rapid assessment and access to evidence-based treatments such as EMDR and trauma-focused CBT, delivered by a specialist Psychologist. The service is accessed through Occupational Health or the Employee Wellbeing Service.

In 2015, a new referral pathway was introduced in EWS, whereby all referrals are seen for an hour-long resource appointment. Informed by principles of prudent healthcare, the purpose is to establish the most appropriate intervention required e.g. self-help, counselling or onward signposting to GP and other specialist services, rather than going straight on to a counselling waiting list. Evaluation of this model of delivery has shown that approximately 40% of self-referrals are discharged at the resource appointment stage.

For those whom counselling is identified as an appropriate intervention, they are advised on the options available to them and on how to access this. This includes:

- EWS
- GP
- Trade Union – if available
- RCN counselling
- Health for Health Professionals Wales – Welsh Government funded service for Doctors
- Third Sector
- Private sector

ASSESSMENT

A review of national guidance on mental health wellbeing in the workplace has illustrated a number of areas of good practice that should be considered within Cardiff and Vale UHB.

NHS Executive guidance cited by RCN, recommends a ratio of 1 wte counsellor per 2,000 staff. Using this guidance to calculate the counselling resources required for Cardiff and Vale UHB employees, indicates the need for at least 7 wte counsellors.

At present Cardiff and Vale UHB has 1.8 wte counsellors, which is a 75% deficit according to

NHS Executive recommendations.

Each additional wte counsellor would provide counselling support for approximately 127 clients per year. At present the 1.8 wte counsellors provide counselling support for approx. 229 per year

Number of Additional wte Counsellors	Number of additional Clients seen per year	Total Number of Clients Seen per year	Percentage increase in capacity
1	127	356	55%
2	254	483	110%
3	381	610	166%
4	508	737	222%
5	635	864	277%
6	762	991	332%
7	889	1118	388%

Current activity indicates that the number of employees who will require counselling in 2019 will be in the region of 430. This is based upon the increase in self-referrals seen over the past 2 years, minus the number (40%) discharged at resource appointment stage.

Matrics Cymru highlights the importance of a stepped /tiered model approach with high volume low intensity interventions, being delivered to those with the least complex difficulties and more complex cases are given high intensity intervention, such as counselling. At present the EWS counselling team provides self-help resources to clients however Matrics Cymru advocates the use of guided self-help such as silver cloud as a more effective therapeutic intervention. Guided self-help requires increased clinician intervention, which within the current EWS model would reduce the capacity for higher intensity interventions e.g. counselling. Therefore, in keeping with prudent healthcare, a new EWS staffing model is being proposed. This involves the introduction of Band 4 Well-being practitioners who can undertake the low intensity interventions such as guided self-help, mindfulness and well-being workshops, thereby releasing the Counselling team to undertake higher intensity therapeutic interventions.

The Health Education England (HEE) 2019 report on NHS employee mental wellbeing calculates that the costs of poor mental health in the NHS Workforce, equates to £1,794-£2,174 per employee per year. If this calculation is applied to the 3,500 Cardiff and Vale UHB employees who are likely to be affected by mental health in 2019, the cost to the UHB will be **£6,279,000 - £7,609,000**. The report further claims that the return on investment in work-place mental health intervention is:

£4.20 for every £1 spent

ASSURANCE is provided by:

The proposed recommendation to increase employee well-being resources would be fully evaluated over the two-year period to establish the impact on employee wellbeing and enable a long term service delivery model to be established using a proven evidence base. This will be done by considering:

- EWS waiting times

- Post treatment outcome measures – Core 10, PHQ9 and Gad7
- Service users' feedback
- UHB sickness absence data
- Staff engagement scores
- Number of employees accessing wellbeing workshops

The above information would be reported on a quarterly basis to the Director of Workforce and OD as well as a range of groups/committees including LPF and H&S Operational Group

RECOMMENDATION

The Charitable Funds Committee is asked to consider funding the Employee Wellbeing Service for a period of 2 years

- **Option 1** fund an additional 5.2 wte Counsellors to ensure that Cardiff and Vale UHB is working within the NHS Executive guidance which recommends a ratio of 1 wte counsellor per 2,000 staff. This option would provide a 388% increase in counselling resources, radically reduce waiting times and increase access to well-being support. However, it would also require additional staffing resources such as admin and clinical supervision* support as well as non-staffing resources such as clinic space to host these additional counsellors.

Staff and non-staff costs over two years:

Year one: £291,665

Year two: £289,665

Total: £581,320

- **Option 2** fund an additional 2 wte counsellors. This option would double the number of counsellors, thereby reducing waiting times and increase access to counselling support. There would be limited opportunity to expand on low intensity therapies such as guided self-help and mindfulness. Additional admin and clinical supervision* support would be required however current clinical environment would be sufficient to absorb additional staff.

Staff and non-staff costs over two years:

Year one: £112,261

Year two: £111,261

Total: £231,522

- **Option 3** fund an additional 2 wte counsellors and 2 wte well-being practitioners. This option would double the number of counsellors and according to current activity data provide sufficient capacity to cover demand, thereby reducing waiting times and increase access to support. Introducing the well-being practitioners into EWS would enable a prudent healthcare approach for the delivery of services, with the wellbeing practitioner undertaking and expanding the range of low intensity therapies such as guided self-help (silver cloud), mindfulness and well-being workshops thereby releasing the counsellors to focus on higher intensity interventions such as counselling. Additional admin and clinical supervision* support would be required however current clinical environment would be sufficient.

Staff and non-staff costs over two years:

Year one: £177,043
Year two: £175,543
Total: £352,586

- **Option 4** fund 2 wte well-being practitioners. Introducing the well-being practitioners into EWS would enable a prudent healthcare approach for the delivery of services, with the wellbeing practitioner undertaking and expanding low intensity therapies such as guided self-help (silver cloud), mindfulness and well-being workshops thereby releasing the counsellors to focus on higher intensity interventions such as counselling. Impact on waiting times would be minimal. Additional admin and clinical supervision* support would be required however current clinical environment would be sufficient.

Staff and non-staff costs over two years:

Year one: £77,501
Year two: £76,501
Total: £154,002

* Regular clinical supervision for counsellors is essential to the maintenance and development of professional practice. It is also a requirement of membership of the professional bodies for counselling and psychotherapy

For details see embedded spreadsheet:



The Board is asked to:

- **APPROVE** the expenditure outlined in the application from the Cardiff and Vale UHB Health Charity funds

References:

[ACAS 2014: Is it time wellbeing grew up](#)

[Health Education England 2019: NHS Staff and Learners' Mental Wellbeing Report](#)

[Matrics Cymru Guidance for Delivering Evidence-Based Psychological Therapy in wales 2017](#)

[RCN 2002: Counselling for Staff in health service settings](#)

[Report of the Mid Staffordshire NHS Foundation Trust Public Inquiry](#)

Shaping our Future Wellbeing Strategic Objectives

This report should relate to at least one of the UHB's objectives, so please tick the box of the relevant objective(s) for this report

1. Reduce health inequalities	√	6. Have a planned care system where demand and capacity are in balance	√
2. Deliver outcomes that matter to people	√	7. Be a great place to work and learn	√
3. All take responsibility for improving our health and wellbeing	√	8. Work better together with partners to deliver care and support across care sectors, making best use of our people and technology	√
4. Offer services that deliver the population health our citizens are entitled to expect	√	9. Reduce harm, waste and variation sustainably making best use of the resources available to us	√
5. Have an unplanned (emergency) care system that provides the right care, in the right place, first time		10. Excel at teaching, research, innovation and improvement and provide an environment where innovation thrives	

Five Ways of Working (Sustainable Development Principles) considered

Please tick as relevant, click [here](#) for more information

Prevention	√	Long term		Integration		Collaboration		Involvement	
Equality and Health Impact Assessment Completed:	Not Applicable								

Kind and caring } *Respectful* } *Trust and integrity* } *Personal responsibility*
Caredig a gofalgar } *Dangos parch* } *Ymddiriedaeth ac uniondeb* } *Cyfrifoldeb personol* }