

Appendix 1: Annual Presentation of the Nurse Staffing Level to the Board report

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| Health board/trust: | CTMUHB |
| Period of the report | 1st October 2024- 30th September 2025 |
| Adult Acute Surgical Inpatient Wards | Start - End |

The number of staff per shift needs to be entered. The information should reflect the information on the informing patient template.

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 the data for this report. Further information is provided within the annual assurance report (<https://bcubh.nhs.wales/about-us/health-board-meetings-and-members/health-board-meetings/25-5-23-agenda-bundle-public-v2-compressed-n-v3-0>) on the additional multi-professional staff that contribute to the coordination and delivery of patient care.

Adult Acute Surgical Inpatient Wards

| Site | Name of Ward | Reported to the Board in November 2024 | | | | | | Calculated during spring 2025 cycle | | | | | | Calculated during autumn 2025 cycle | | | | | | Biannual calculation cycle reviews, and any changes made & rationale during the spring 2025 & autumn 2025 calculation cycles | | | | Any reviews outside of biannual calculation, if yes, provide rationale for any changes made | | | | | | | | |
|------|-----------------|--|--|----------------------|---|--------------------------------|---|-------------------------------------|--------------|-------------|---|----------------------|--|-------------------------------------|---|--|--------------|-------------|---|--|--|--------------------------------|---|---|--------------------|--|---|--|---------|------|---|-----------------|
| | | SHIFT | Planned roster as stated within the annual presentation to the Board report (in November 2024) | | Required Establishment as stated within the annual presentation to the Board report (in November 2024) including uplift 26.9% | | TOTAL WTE Band 7 supernumerary ward sister/Charge nurse | New location | Name of Ward | SHIFT | Planned roster calculated by the designated person during the spring 2025 cycle | | Required Establishment as calculated by the designated persons during the spring 2025 cycle including uplift 26.9% | | TOTAL WTE Band 7 supernumerary ward sister/Charge nurse | Date designated person calculated the nurse staffing level | New location | SHIFT | Planned roster calculated by the designated person during the autumn 2025 cycle | | Required Establishment as calculated by the designated persons during the autumn 2025 cycle including uplift 26.9% | | TOTAL WTE Band 7 supernumerary ward sister/Charge nurse | Date designated person calculated the nurse staffing level | Completed (Yes/No) | Changed | Rationale | Completed (Yes/No) | ChANged | Date | Rationale | |
| | | | RN (band 5 & 6) | HCSW (bands 2,3 & 4) | TOTAL WTE RN (bands 5 & 6) | TOTAL WTE HCSW (bands 2,3 & 4) | | | | | RN (band 5 & 6) | HCSW (bands 2,3 & 4) | TOTAL WTE RN (bands 5 & 6) | TOTAL WTE HCSW (bands 2,3 & 4) | | | | | RN (band 5 & 6) | HCSW (bands 2,3 & 4) | TOTAL WTE RN (bands 5 & 6) | TOTAL WTE HCSW (bands 2,3 & 4) | | | | | | | | | | RN (band 5 & 6) |
| PCH | 5 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | No Change | 5 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | No Change | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | | | | | N | | Ward has GAU/ Waiting room increase HCSW 1x day and night for increased activity | N | N | | |
| PCH | 6 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | No Change | 6 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | No Change | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | | | | Y | N | Ward has SAU/ Waiting room increase HCSW 1 x day and night for increased activity | N | N | | | |
| PCH | 7 | E L N | 4 4 3 | 4 4 2 | 19.9 14.21 | 1 | No Change | 7 | E L N | 4 4 3 | 4 4 2 | 19.9 14.21 | 1 | | No Change | E L N | 4 4 3 | 4 4 2 | 19.9 14.21 | 1 | | | | Y | N | | N | N | | | | |
| PCH | 8 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | No Change | 8 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | No Change | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | | | Y | N | | N | N | | | | |
| RGH | 2 | E L N | 4 4 3 | 4 4 2 | 19.9 14.21 | 1 | Moved to ward 9 on | RGH 9 | E L N | 4 4 3 | 4 4 2 | 19.9 14.21 | 1 | | No change | E L N | 4 4 3 | 4 4 2 | 19.9 14.21 | 1 | | | | Y | Y | Now an SAU ward section 25A | N | | | | Now an SAU ward section 25A | |
| RGH | 3 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | Moved to ward 16 16/10/2024 | RGH 16 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | No change | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 19 | | | | Y | Y | | Y | n | | | Ward location move only due to critical incident | |
| RGH | 8 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | No change | RGH 8 | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | No change | E L N | 4 4 3 | 4 4 3 | 19.9 19.9 | 1 | | | | Y | N | | N | N | | | | |
| RGH | 9 | E L N | 3 3 3 | 3 3 2 | 18.06 14.21 | 1 | Moved to ward 7 | RGH 7 | E L N | 3 3 3 | 3 3 2 | 18.06 14.21 | 1 | | No change | E L N | 6 6 2 | 6 6 2 | 31.34 8.53 | 1 | | | | Y | Y | Change of speciality and acuity of patients to more RN dependant | Y | N | | | Ward location move only due to critical incident | |
| RGH | 10 & 11 | E L N | 4 4 4 | 4 4 2 | 23.74 17.05 | 1 | Ward 11 changed to DSU | RGH 10 | E L N | 3 3 3 | 3 3 2 | 14.21 14.21 | 1 | | No change | E L N | 3 3 3 | 3 3 2 | 14.21 14.21 | 1 | | | | Y | N | | Y | Y | | | Ward 11 changed to a DSU area following critical incident ward move | |
| RGH | 15 | E L N | 3 3 3 | 3 3 1 | 14.21 10.56 | 1 | Moved to RGH ward 1 | RGH 1 | E L N | 3 3 3 | 3 3 1 | 14.21 10.56 | 1 | | PoW ward 7 | E L N | 4 4 4 | 4 4 3 | 19.9 19.9 | 1 | | | | Y | Y | Increase of beds from 15 to 28 | Y | | | | Ward location move only due to critical incident | |
| PoWH | 7 | E L N | 4 4 4 | 4 4 3 | 19.9 19.9 | 1 | Moved to RGH ward 15 and ward closed | RGH 15 | E L N | 4 4 4 | 4 4 3 | 19.9 19.9 | 1 | | No change | E L N | 4 4 4 | 4 4 3 | 19.9 19.9 | 1 | | | | Y | N | | Y | N | | | Ward location move only due to critical incident | |
| PoWH | 8 | E L N | 4 4 4 | 4 4 3 | 19.07 20.07 | 1 | Moved to ward 19 and ward closed | PoWH 19 | E L N | 4 4 4 | 4 4 3 | 19.07 20.07 | 1 | | PoW ward 8 | E L N | 4 4 4 | 4 4 3 | 19.07 20.07 | 1 | | | | Y | Y | Change of speciality to a Rehabilitation ward now section 25A | Y | N | | | Ward location move only due to critical incident | |
| PoWH | 9 | E L N | 4 4 4 | 4 4 3 | 19.07 20.07 | 1 | Moved to ward 11 RGH as DSU (Section 25A) and ward closed | DSU ward 11 now section 25A | E L N | 4 4 4 | 4 4 3 | 19.07 20.07 | 1 | | DSU ward 11 now Section 25A | E L N | | | | | | | | Y | Y | Change of speciality to DSU now section 25A | Y | Y | | | Now an SAU ward section 25A | |
| PoWH | 11 | E L N | 3 3 4 | 3 3 2 | 14.62 16.34 | 1 | Moved to RGH ward 18 | RGH 18 | E L N | 3 3 4 | 3 3 2 | 14.62 16.34 | 1 | | No change | E L N | 3 3 4 | 3 3 2 | 14.62 16.34 | 1 | | | | Y | N | | | | | | | |
| PoWH | 16 | E L N | 2 2 2 | 2 2 2 | 10.9 10.9 | 1 Shared with Bridgend clinic | Moved to PoWH ward 21 | PoWH 21 | E L N | 2 2 2 | 2 2 2 | 10.9 10.9 | 1 Shared with Bridgend clinic | | Moved to PoWH ward 11 | E L N | 4 4 4 | 4 4 3 | 19.07 20.07 | 1 | | | | Y | Y | Ward amalgamated with Bridgend clinic | | | | | | |
| PoWH | Bridgend Clinic | E L N | 2 2 2 | 2 2 2 | 11.9 10.9 | Shared with ward 16 | No change | Bridgend Clinic | E L N | 2 2 2 | 2 2 2 | 11.9 10.9 | Shared with ward 16 | | Moved to PowH ward 11 | E L N | | | | | | | | Y | Y | Ward amalgamated with ward 21 onto ward 11 | | | | | | |

Following wards closed October 2025
RGH ward 1
PCH ward 3

