

**East
Hampshire**
DISTRICT COUNCIL

Havant
BOROUGH COUNCIL



2018 - 2022

WELLBEING
STRATEGY

WELCOME TO A SUPPORTIVE WORKPLACE

We believe there are two important ways we can offer you a workplace which is safe and healthy;



Work environment

In-house actions which create and sustain a working culture where employee wellbeing is an organisational priority



Wellbeing support

Enabling actions which encourage employees to focus on their general health and wellbeing

We've worked with the chief executive, executive directors, staff members and UNISON to develop the strategy. Caroline Tickner, Head of Organisational Development, is responsible for the strategy. If you have any ideas on how we can create a safe and healthy workplace, please do get in touch.

You deliver great services, meeting and exceeding expectations through your professionalism and commitment. **You** continually rise to the challenge of supporting our customers. **In return, as your employer, we will support you.** Your wellbeing is a priority to us, not just physical but emotional too.

WORK ENVIRONMENT



To support your wellbeing, we offer;

-Trained in-house coaches who are available to support all members of staff confidentially for work or non-work related matters;

-Training and development opportunities across a range of subjects to ensure you feel confident in carrying out your job role;

-A formal structured appraisal process which includes monthly 1:1 discussions with your line manager where you can raise concerns about anything impacting on your wellbeing;

-Information on welfare can be found on the Intranet. You can ask questions and make comments freely through the intranet site;

-In-house support for mediation and facilitation which can be used confidentially to resolve difficulties in working relationships;

-Expert in-house Health and Safety Officers who are available for information and advice on a range of issues including workstation assessments and stress;

-Peer groups dedicated to supporting high levels of employee engagement and wellbeing at work;

-Dedicated Safety Champions in place with a clear remit which includes raising safety and wellbeing matters to senior leaders on your behalf, as well as providing a confidential 'listening ear' for you;

-Mental Health First Aiders across the councils understand, recognise and provide support if you are experiencing or demonstrating emotional distress;

-Recognition of UNISON as the workplace union, which can provide specific welfare services to members;

-A corporate Grievance Procedure to raise workplace related complaints;

-A flexi-time scheme and flexible working patterns to accommodate your personal commitments and work pattern preferences;

-A Staff Award scheme which provides an opportunity for you and your manager to praise someone for their efforts.

WELLBEING SUPPORT



We encourage all our staff to focus on their health and wellbeing. As a member of staff you can access:

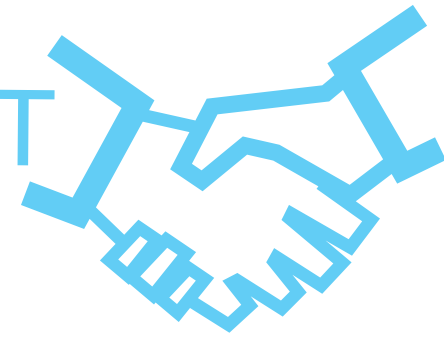
- Employee Assistance Programme which is confidential and free for staff which includes information about health and wellbeing on the company's website;
- Discounts for leisure centres local to the councils' offices;
- On-site health checks with qualified experts such as blood pressure and cholesterol;
- Free annual flu jabs;
- Vouchers for eye sight tests for users of display screen equipment;
- Self-assessment checklist for stress to help you identify any potential areas of work-related stress and seek support as a result;
- Social and sports events, just for fun with colleagues away from your workplace;
- Volunteer leave scheme, providing you with paid time off to support local causes;
- A range of discounts available for sports and leisure activities.

OUR COMMITMENT:

We commit to providing a workplace which respects the wellbeing of all our employees. To demonstrate this commitment, we will;

1. Provide appropriate resources to deliver this strategy
2. Provide appropriate facilities and support to our staff
3. Approach physical and mental health equally
4. Gather and act upon your feedback
5. Recognise workplace and personal influences on wellbeing
6. Engage with a range of internal stakeholders
7. Include wellbeing within organisational performance metrics
8. Incorporate HSE indicators into service delivery processes
9. Use external sources of information and support
10. Review trends and research into employee wellbeing to help us support you

COMMITMENT



YOUR COMMITMENT:

The councils need the support of all our staff to create a healthy and safe working environment. We therefore ask the following commitment from you;

1. Follow statutory and corporate health and safety procedures
2. Raise concerns about potential or actual physical or mental health issues
3. Provide feedback on wellbeing matters regularly
4. Make use of facilities and support offered by the councils
5. Recognise the importance of personal wellbeing

MEASURING SUCCESS

The overall aim of this strategy is to create a working environment where a respect for wellbeing is the norm. Our primary measure of success will be the perception by staff that a respect for wellbeing in the workplace exists and is taken seriously.

We will regularly undertake staff surveys on a range of wellbeing matters, to identify where changes and improvements can be made. This will be an ongoing arrangement to ensure we are providing you with a positive, engaging and supportive workplace.

