

Appendix B

Workforce Strategy - Health and Wellbeing Initiatives

The importance of Health and Wellbeing in the Workplace is now widely recognised with studies showing how improved wellbeing at work can result in improved performance. We are able to influence our employees feelings of wellbeing by the way we run the organisation. Our aim is to achieve a sense of health and wellbeing for all staff so that they can attend work, be productive and satisfied whilst realising their potential.

The drivers to achieving this aim include:

- Delivering more with a reduced workforce
- Attracting and Retaining high quality staff
- The changing requirements of an ageing workforce
- The requirements as a local authority to lead by example in improving the health of people in our community
- Supporting Government initiatives (eg Whole Systems Obesity)

We are seeking to improve the Health and Wellbeing of staff in the following ways:

Health & Wellbeing Activities/Initiatives	Plans for the period
Value the contribution of our staff	Refresh the STARS award Continue to provide vouchers for staff who have had 12 months with no sickness absence Continue to operate the Councils pay policy whereby salaries are increased to the market related point once the employee is fully competent Continue to operate the individual salary review scheme to value the contribution of staff undertaking additional responsibilities or with additional expertise. Continue to use E-Pay check to compare and benchmark salaries with other local authorities to ensure that we remain competitive
Value the health of staff	Continue to use the Absence notification line where advice is given to employees who are absent on sick leave Continue to refer staff to Occupational Health where their health is impacting upon their work and vice versa. Look to review the occupational health service currently provided by BHSF Organise twice yearly Health & Wellbeing events. To promote health lifestyles

	<p>Continue to offer free flu jabs</p> <p>Continue to provide a regular massage service in the workplace</p> <p>Launch a monthly meditation class</p> <p>Continue to offer an Employee Assistance Programme to support the mental health of employees. Refresh the scheme to improve take up.</p> <p>Conduct a Health Needs Assessment designed by Public Health England, to identify where we should invest and how we can improve the health and wellbeing of staff</p> <p>Continue to provide a weekly lunchtime yoga class</p> <p>Promote the uptake of CSSC</p> <p>Provide training to managers on conducting Return to work interviews.</p> <p>Change the Return to work form to allow for broader health based questions</p> <p>Continue to provide free eye tests to those working with VDUS</p> <p>Continue to operate the Cycle to work scheme</p> <p>Arrange free NHS health checks for 40+ age group</p>
<p>Value the wellbeing of staff. Studies have shown that wellbeing can be improved by:</p> <ul style="list-style-type: none"> • Having a degree of autonomy • Involvement in decision making • Good communication and consultation • Variety of tasks • Clear expectations • Supportive supervision • Positive interpersonal contact • Opportunities to develop 	<p>Continue to provide the LJC as a forum for staff to raise issues</p> <p>Continue to communicate weekly news via the All staff 'Whats on' email</p> <p>Have regular all staff briefings</p> <p>Continue to conduct an annual staff satisfaction survey</p> <p>Revise the induction programme</p> <p>Continue to undertake annual performance appraisals</p> <p>Management development training through apprenticeships where possible</p> <p>Revamp staff social club</p> <p>Devise an annual training programme</p> <p>Offer apprenticeships to existing staff</p>

<ul style="list-style-type: none"> • Physical security and safety at work • Pleasant work environment • Job security and career progression • Fairness • Work/life balance 	<p>Plans to improve the work environment including the introduction of a new staff rest room leading to the roof garden. Make better use of the roof garden by extending the usable space.</p> <p>Continue to offer career grade scheme to develop staff into more senior roles</p> <p>Continue to operate a fair Dignity at Work policy and provide update training</p> <p>Providing an improved learning suite which is fit for purpose</p> <p>Ensure all policies are made available for staff and that any that are up for review are consulted on</p> <p>Continue to ensure all job opportunities are advertised internally</p> <p>Continue to provide a range of flexible working options including flexi scheme, condensed hours, part time working.</p> <p>Look at revising our advertising campaigns, recruitment site to promote how we value health and wellbeing</p> <p>Write a Health & Wellbeing Strategy</p>
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How can improved staff wellbeing be measured:

- Reduced Turnover
- Ease of recruitment
- Staff Survey
- Health Needs Assessment
- Reduced sickness absence
- Number of staff events organised
- Higher percentage of staff with no sickness absence