

Staffing Committee

Date of Meeting: 26 April 2018

Report Title: Wellbeing in Work Update

Portfolio Holder: Cllr Paul Findlow, Portfolio Holder for Corporate Policy and Legal Services

Senior Officer: Sara Barker, Head of Strategic HR

1. Report Summary

1.1 The purpose of this report is to further update Staffing Committee on the progress that has been made in the last quarter regarding Wellbeing in Work.

2 Recommendation

2.1 To note the report and receive feedback.

3. Reasons for Recommendations

3.1 To ensure Members are kept up to date with the progress with the Wellbeing in Work framework.

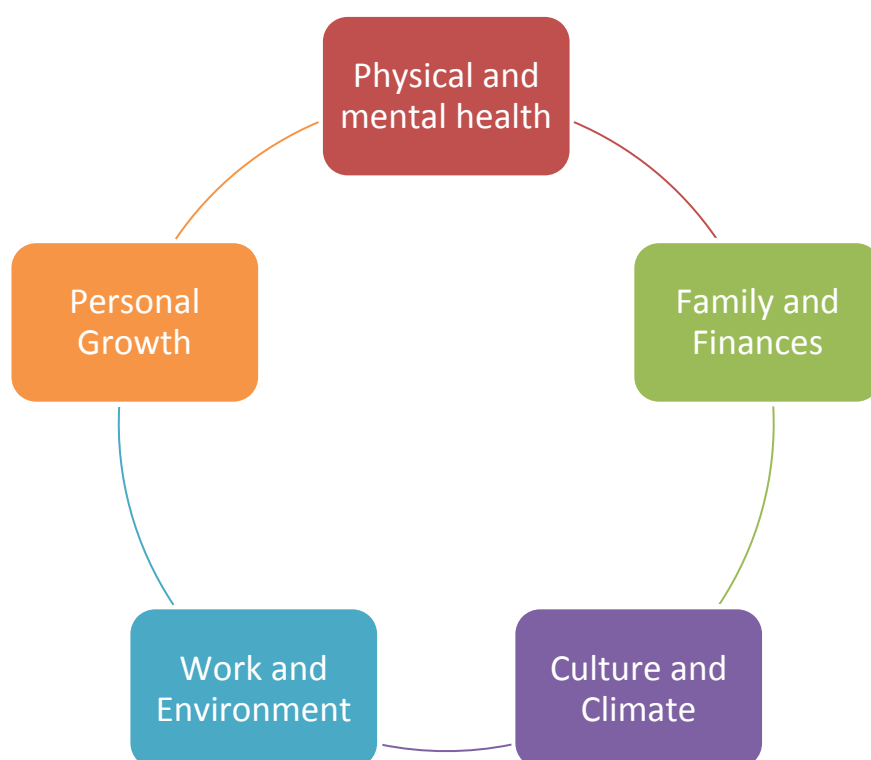
4. Other Options Considered

4.1 Not applicable.

5. Background

5.1 As reported at the last Staffing Committee, the Council has developed a Wellbeing in Work framework, which focuses on five interconnected areas which together support and strengthen employee wellbeing.

Wellbeing in Work Framework



3. Briefing Information

3.1 Wellbeing in Work Staff Forum

The Wellbeing in Work staff forum meets quarterly to help shape, inform and sustain a programme of wellbeing initiatives and build a wellbeing community. At the last meeting on 8th February 2018 the following actions were agreed:

- To break into three staff forum groups representing geographical areas i.e. Crewe, Macclesfield and Sandbach. This will make it easier for staff to attend the meetings and reduce the time spent traveling.
- Representatives for the Sandbach group volunteered to trial a book club in Westfields and offered to share their expertise with the Crewe and Macclesfield groups.
- The communal areas where staff can eat for lunch were discussed and suggestions made as to how staff could potentially make them more comfortable. These suggestions have been fed back into the Contributors' group.
- A member of the Organisational Development team will support the individual staff groups initially with the groups becoming self sufficient moving forward. At this time a lead representative will be identified to link in with the Organisational Development team.

- Although the group was intended to meet on a quarterly basis it was agreed to increase the frequency to help the groups gain some momentum. Dates have been arranged for each group to meet during the last week of April 2018.

3.2 Wellbeing in Work Contributors' Group

The wellbeing in work contributors group brings together services which contribute to the wellbeing agenda on a quarterly basis to increase impact. The group met on 28th March with the following outcomes

- The initial ideas from the wellbeing in work Staff Forum were discussed at some length to help determine and prioritise the ideas that had been suggested. The feedback will be shared with the Staff Forum and in the next wellbeing in work newsletter.
- The group discussed the Time to Change Pledge which is a positive initiative through which the Council can demonstrate commitment to our employees mental health. A paper will be taken to CLT with recommendations.
- The group will next meet in June.

4. Programme of Work

4.1 Building on the consultation conclusions and wider connections made, a collaborative programme of work is underway as outlined below. This programme continues to evolve throughout 2018 with initial key areas of focus as follows:

Communication and Resources	Policies and Practice
<p>For example:</p> <ul style="list-style-type: none"> • Monthly Wellbeing in Work staff newsletter commencing January 2018. Actioned • Online toolkit of resources and signposting by 31st March 2018. Development of the toolkit deferred to 30th June 2018 to fall in line with the new Centranet. • Ongoing promotions of existing wellbeing policies, practices and initiatives throughout 2018. Through newsletter. • Ongoing development of staff forum 	<p>For example:</p> <ul style="list-style-type: none"> • Dignity at Work - launch of policy and supporting e-learning module by 31st March 2018. Policy approved and launch is scheduled for the end of April. • Staff Volunteering - review of policy by 31st March 2018. Initial work is underway. • Introduction of Mental Health First Aiders by 31st March 2018. Volunteers trained in March. • Flexible and Home Working - review and sharing best practice by 30th

and contributors group throughout 2018. In progress	June 2018. Not yet commenced.
Wellbeing Ideas into Action	Standards and Measures
<p>For example:</p> <ul style="list-style-type: none"> • Prioritise and progress at least two ideas that strengthen each of the Wellbeing in Work elements during 2018. Ideas from Staff Forum and Employers Carers Association. • Manager as Coach and Curious Conversations training recommenced in December 2017. Actioned • “Effective one to one’s” training for managers has been commissioned and will commence in February 2018. Actioned 	<p>For example:</p> <ul style="list-style-type: none"> • Research and develop standards to underpin the five elements of the Wellbeing in Work framework to support measurement and continuous improvement by 31st March 2018. Research underway, take the Time to Change Pledge paper to CLT in May.

5 Wellbeing in Work Newsletter

5.1 The Wellbeing in Work newsletter was launched in January 2018 with further editions in February and March. Following each of the newsletters contributions have been received from staff for the next newsletter which is very encouraging.

5.2 The number of staff opening the newsletter email is as follows:

- January - 1316
- February - 1105
- March - 865 (this figure will rise once people return from leave over Easter)

5.3 The level of readership is similar to that of Team Voice. Other methods of communication will be developed in conjunction with the Brighter Future Transformation Programme to ensure all staff are informed and engaged.

6. Measuring Success

6.1 As the Council is taking a holistic approach to strengthening and sustaining wellbeing in work, success requires both soft and hard measures as outlined below:

Soft measures	Hard measures
<ul style="list-style-type: none"> • Wellbeing in work is talked about • Collective ownership of wellbeing • Mutual support of colleagues • Positive wellbeing stories shared 	<ul style="list-style-type: none"> • Achievement of wellbeing standards once agreed • Absence rates and trends in absence • Take up of the Employee Assistance Programme and other benefits • Staff survey results and overall trends in employee engagement

7. Next steps

7.1 To continue to progress the evolving programme of work. The interconnection with the Brighter Future Transformation Programme is recognised and the cultural vision and narrative emerging from this will inform and influence the Wellbeing in Work programme, going forward.

8. Implications of the Recommendation

8.1 Legal Implications

8.1.1 No direct legal implications have been identified.

8.2 Financial Implications

8.2.1 The programme is currently being funded from existing budgets.

8.3 Equality Implications

8.3.1 There are no direct implications for equality.

8.4 Human Resources Implications

8.4.1 Workplace Wellbeing relates to all aspects of working life, from the quality and safety of the physical environment, to how workers feel about their work, their working environment, the climate at work and work organisation. Workers well-being is a key factor in determining an organisation's long-term effectiveness. Many studies show a direct link between productivity levels and the general health and well-being of the workforce. Employee Wellbeing is more than just people's medical health.

8.4.2 Employee Wellbeing covers several aspects of the way that employees feel about their lives including their job and their relationships with the people around them. Research shows that employers can have an influence on an individual's overall sense of wellbeing in the way that

they run their organisation (ACAS). Healthy, happy and motivated people will go that extra mile, give great customer service, take fewer days off sick and provide commitment and creativity.

8.5 Risk Management Implications

8.5.1 There are no direct implications for risk management.

8.6 Rural Communities Implications

8.6.1 There are no direct implications for rural communities.

8.7 Implications for Children & Young People

8.7.1 There are no direct implications for children and young people.

8.8 Public Health Implications

8.8.1 There are no direct implications for public health.

9 Ward Members Affected

9.1 No specific wards affected.

10. Access to Information

15.1 The background papers relating to this report can be inspected by contacting the report writer.

16. Contact Information

16.1 Any questions relating to this report should be directed to the following officer:

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