

HUMAN RESOURCES & COUNCIL TAX COMMITTEE

20 OCTOBER 2021

REPORT OF ASSISTANT DIRECTOR (PARTNERSHIPS)

A.5 EMPLOYEE WELL-BEING POLICY REVIEW

(Prepared by Katie Wilkins & Pauline Lifton)

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

To update Human Resources & Council Tax Committee on the review of the Council's Employee Well-being Policy in line with identified best practice.

EXECUTIVE SUMMARY

The purpose of the review of the Council's Employee Wellbeing Policy is to bring together the two previous wellbeing policies: Mental Health Policy and Health & Well-being Policy to form a more collaborative and holistic Employee Wellbeing Policy, in line with identified best practice.

Health and Safety legislation requires employers to manage risks to the health and safety of employees. In addition to reducing safety risks, this means operating the business in a way that minimises harm to employees' physical and mental health, for example, by ensuring that the demands of jobs are not unacceptable and having policies and procedures in place to support individuals experiencing mental ill health at work.

The revised policy covers the Council's commitment to employee health, the responsibilities of managers and others for maintaining psychological health, health promotion initiatives, communicating and training on health issues, the range of support available for the maintenance of health, and organisational commitment to handling individual issues.

The organisation recognises that wellbeing and performance are linked. Improving employees' ability to cope with the demands of work and to balance work and home life will ultimately lead to improved individual and organisational performance.

Unison has been consulted on the revised Employee Well-being Policy and have offered agreement and support for the implementation of these proposals.

RECOMMENDATION(S)

It is recommended that:-

- **The Committee notes the content of the revised Employee Well-being Policy.**

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES
This updated policy will ensure that the organisation continues to observe recognised best practice and employment legislation as a responsible employer.
FINANCE, OTHER RESOURCES AND RISK
No specific risks have been identified. This is a policy refresh and update, which is needed to ensure, best practice and continued legal compliance. This work sits within existing budgets.
LEGAL
The Council has a legal duty of care to employees to ensure health at work, as set out in the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999. It will ensure that its policies and practices reflect this duty and review the operation of these documents at regular intervals.
OTHER IMPLICATIONS
The policy will have little or no impact on the Council's Climate Change Action Plan.

PART 3 – SUPPORTING INFORMATION

Employee Well-being Policy
<p>The Council's Employee Well-being Policy has undergone a complete review in line with the Council's legal requirements as an employer and best practice.</p> <p>The revised Employee Well-being Policy brings together the previous Mental Health and Health & Wellbeing policies, to provide employees with up to date guidance and signposting to the support available to them, to encompass a more positive and holistic approach in supporting employee wellbeing in the workplace. While also encouraging and supporting managers to feel more confident and competent to have conversations with staff about sensitive issues like mental health and signpost to specialist sources of support, if necessary.</p>
CONCLUSIONS
The updated Well-being Policy will ensure that the Council maintains its high standard of employment practices and has a policy that observes best practice and current employment legislation.
APPENDICES
Employee Well-being Policy – October 2021