

Confidential

Financial wellbeing - pay and benefit policies, pensions and retirement planning, voluntary Living Wage

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This statement applies to all staff of the University and aims to ensure that staff are appropriately supported in their workplace. It supports and is aligned with other University policy and guidance which offer further guidance to staff in relation to wellbeing / mental health issues.

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The University is committed to an integrated approach to staff wellbeing that creates a sense of belonging and an environment where staff wellbeing is integrated into day-to-day practices – to enable staff to be productive and content at work thus making them more likely to achieve their full potential. This will include;

bringing together all initiatives already in place within the University for supporting and maximising the wellbeing of staff. Through the coordination of current wellbeing activities and the identification of further opportunities, action planning at the institutional level will consolidate existing work and achieve additional progress.

engagement with staff across the University (e.g. Senior Managers Forum, Employee Forum,

- accountable for the areas staff wellbeing, behaviour and performance
- engaging with staff to promote and enhance employee wellbeing
- ensure that they attend, and ensure that appropriate members of their staff attend, training on mental health and wellbeing
- risk assessing work stress and implementing necessary control measures to prevent harmful stress and consider the necessary support mechanisms at work
- effective recruitment and staff development
- supporting staff through changes and enhancing resilience
- recognising work stress amongst staff and offering necessary support/control measures
- creating a culture that that enables problems to be identified and solutions considered against an individual's needs
- Create an environment where line managers support Heads in promoting an enhancing employee wellbeing in the School / Service
- monitoring workload in relation to wellbeing
- undertaking effective return to work arrangements following staff illness/absence from work

- take responsibility for their own wellbeing - inform their Head of Service / School of any mental health difficulties in order that the organisation can deal fairly with them and support them as appropriate
- support the wellbeing of their colleagues within appropriate limits / boundaries
- access initiatives / support available at the University – as from time to time in force
- engaging with their Faculty Dean / Head of School / Head of Service to work together to enhance employee wellbeing
- positively respond to development opportunities

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HR offer an accessible, constructive and responsive source of information and advice on all staff related matters

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HR will keep under review the following as a barometer of staff wellbeing and the effectiveness of support services provided;

results from employee engagement surveys

days lost annually due to long term sickness absence

staff retention - labour turnover

number of grievances raised

take up of wellbeing initiatives

management information from both its external Occupational Health and Employee Assistance Programme providers

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