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Cydraddoldeb ac Amrywiaeth / Equality & Diversity

Dolen at Gam 1 Asesu'r Effaith ar Gydraddoldeb: / Equality Impact Assessment Stage 1 Link:	<u>H&W EIA Stage 1</u> - July 2020
Dolen at Gam 2 Asesu'r Effaith ar Gydraddoldeb: / Equality Impact Assessment Stage 2 Link:	
Cynllun Gwella Asesu'r Effaith ar Gydraddoldeb / Equality Impact Assessment Improvement Plan	

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Adolygu a Chymeradwyo / Review and Approval

Cyfrifoldeb: Responsibility:	Director of HR
Corff Cymeradwyo: Approval body:	JNCC Finance, People and Culture Cttee - 9/11/20 Governors
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1. Introduction

1.1 The aim of the Strategy is to integrate health & wellbeing into our day-to-day activities for the whole College community of both staff and learners and to enable us to create a positive and healthy working environment. It is well documented that, as an employer of choice, supporting the wellbeing of employees and learners is paramount to achieving higher levels of performance and the overall success of the College.

1.2 As part of the Future Generations (Wales) Act 2015 public bodies in Wales must consider the long-term impact of their decisions, to work better with people, communities and each other, and to prevent persistent problems such as health. The Health and Wellbeing Strategy supports Coleg Cambria's Future Generation Plan, specifically the Healthier Wales wellbeing goal where:

'a society in which people's physical and mental well-being is maximised and in which choices and behaviours that benefit future health are understood'.

1.3 Both staff and learners will be encouraged to take responsibility for their own health and wellbeing and a supportive self-help approach will be adopted as an underpinning principle of this Strategy.

1.4 A number of complementary policies, procedures and innovative practices are already in place to support wellbeing and this strategy aims to further build on good practice to ensure a proactive, inclusive and innovative approach to promoting and protecting health and wellbeing eg:

- Health & Safety Policies
- HR Policies
- Learning & Development – CPD Commitment
- Employee Engagement Programme
- Activ Cambria
- Joint Agreement on the Management of Change

1.5 It is anticipated that this strategy will help the College to deliver:

- An improved environment for the College community.
- Improved work life balance
- Improved morale and motivation providing a healthier, happier community.
- Improved knowledge of health and wellbeing topics for all.
- Enhanced learner and staff engagement
- Fewer workplace accidents
- Improved commitment, reliability and energy for staff to deliver the College's aims and objectives.
- Improved opportunity for learners to achieve their goals.
- Reduced sickness absence for both staff and learners
- Improved recruitment of staff and learners with greater retention figures.
- Improved resilience in the workforce and learners
- Improved timescales for returning to the College following sickness absence.

- 1.6 Successful implementation of the Health & Wellbeing Strategy will be assessed by the feedback we receive through the Staff Survey and Student Survey and through informal feedback routes. Maintaining the Corporate Health Standard platinum award will also be a good indicator.

2. Legal Obligations

- 2.1 As an employer, Coleg Cambria recognises it has a duty of care under the Health and Safety at Work Act (1974). The Act states that the employer must:

'Ensure, so far as is reasonably practicable, the health, safety and welfare at work for all'.

- 2.2 Employers have a responsibility to carry out risk assessments and must provide the necessary information, training and supervision for staff to ensure they are equipped to maintain health, safety and wellbeing at work. Staff themselves have a responsibility to take reasonable care for the health, safety and wellbeing of themselves and others who may be affected by any acts of omissions at work.
- 2.3 The College has a duty of care to respond appropriately to situations where there are concerns relating to either the physical or mental functioning of the learner and the impact of both the student and others and will ensure a consistent and sensitive approach.
- 2.4 The College will work within the guidelines of the Wales Safeguarding Procedures 2019; Working Together to Safeguarding Children (2018); Keeping Children Safe in Education (DfE) (2019); WG Keeping Learners Safe (2015); Working Together Under The Children Act (2004) Wales; Social Services and Well-being (Wales) Act 2014; HM Government Revised Prevent Duty Guidance for England and Wales (Revised 2019) and Prevent Duty Guidance for Further Education Institutes in England and Wales.

3. What is a Healthy Workplace & Learning Environment?

The Corporate Health Standard defines a healthy workplace and learning environment as:

- A place where health risk is recognised, and controlled where possible
- A place where work and study design is compatible with people's health needs and limitations
- An environment that supports the promotion of healthy lifestyles
- A place where employees and employers recognise their responsibilities for their health and wellbeing of colleagues and learners.

4. Strategic Approach

4.1 Wellbeing Mission

To create a healthy, happy and safe working and learning environment by:

- Switching from a reactive to proactive approach
- Building a sense of belonging and involvement

- Having effective leadership and management across the College to embed and maintain health and wellbeing as part of everyday activities
- Helping learners and staff develop and maintain a healthy lifestyle and improve their physical and emotional health
- Providing early intervention and support to staff with health problems or disabilities to remain at work or to return to work as soon as possible following a period of absence
- Developing and monitoring the effectiveness of policies which support staff and learner wellbeing
- Focusing on employee and learner engagement.

4.2 Organisational Culture

4.2.1 Management commitment and support for effective communication and change management processes is vital to the success of our mission to create a healthy, productive and safe working and learning environment. The Strategy strives to provide a consistent experience for both staff and learners across all sites at Coleg Cambria. During periods of change, consideration for individuals whether that be within their College's/working life or their personal life helps to support individuals to transition in a positive way. This strategy supports the Joint Agreement on the Management of Change Policy for employees.

4.2.2 Day-to-day management behaviours form the foundation of the College's culture. The behaviours and attitudes of staff and learners towards their work or studies are vitally important as part of a two-way process for improving health and wellbeing.

4.3. Implementing the Strategy

An Engagement Action Plan will be developed in conjunction with the Wellbeing Strategy Group to deliver the Strategy. This will be a dynamic document with clear lead responsibilities assigned to each area of delivery.

4.4 Wellbeing Streams

4.4.1 Coleg Cambria's Health and Wellbeing Strategy is split into 5 specific streams namely:

- Mental Health
- Physical Health
- Lifestyle Choices
- Resources
- Education



Each stream for both learners and staff will be led internally by a member of staff at manager designate level as follows:

Themes	Staff	Learners
Mental Health	Karen Senior/Vicki Durr	Karen Senior/Elane Roberts
Physical Health	Donna Welsh	Donna Welsh
Lifestyle Choices	Patrick Cox/Donna Welsh	Patrick Cox/Donna Welsh
Education	Diane Jolly/Bethan White	Elane Roberts/Bethan White
Resources	Vicki Durr	Karen Senior

4.4.2 The objective for each stream is as follows:

A. Mental Health

- to provide information that informs and supports the overall wellbeing of learners' and employees' mental health
- to share positive mental health at the College using tools such as the Wellbeing Portal.
- to challenge the stigma associated with mental ill health by working with external organisations such as Time to Change Wales
- to encourage employees and learners to take the steps they need to maintain good mental health and stay mentally healthy
- to work in partnership with services and specialist agencies to support both learner and employee mental health, for example CAMHS

B. Physical Health

- to provide opportunities for both staff and learners at Coleg Cambria to engage in physical activities on all sites through Active Cambria initiatives
- to share information to support the benefits of an active lifestyle for staff and learners
- to encourage Colleagues and Learners to participate in opportunities provided by the College.

C. Lifestyle Choices

- to provide and promote health and wellbeing educational materials for staff and learners to enable individuals to make informed lifestyle choices
- to provide support on an individual basis relating to a healthy lifestyle.

D. Education

- to provide informative, educational sessions on a variety of health and wellbeing topics for all staff and learners to attend to increase their knowledge and to assist in making informed choices about personal health and wellbeing.

E. Resources

- to monitor and provide the necessary resources for learners and staff relating to health and wellbeing issues eg flu vaccinations & well-person clinics.
- to signpost staff and learners to external agencies which specialise in providing advice on a wide range of health and wellbeing topics
- to provide and train mental health first aiders encouraging people to participate in this.

4.5 Progress Monitoring

The categories below outline the College's activities, which need to be demonstrated, monitored and evaluated:

A. Termly Basis

- Health & Wellbeing Strategy Meetings
- Health & Wellbeing Champion Meetings
- Occupational Health referrals
- Health & wellbeing intranet page
- Monthly Activities and associated communication
- Promotion of wellbeing in the workplace – self-help approach

B. Annual Basis

- Health and Wellbeing KPI's: which could include participation levels of Health & Wellbeing initiatives (to include protected characteristics) absence levels, activity of Mental Health First Aiders, no of unique users accessing the Health and Wellbeing Site
- Annual calendar of events
- OH Wellness Checks utilisation
- Employee engagement survey (Culture and Leadership etc)
- Continuous improvement evaluation session