

Bolsover District Council Workforce Health and Wellbeing Framework 2024-2027

At Bolsover District Council, we are committed to fostering a workplace that promotes the health, happiness, and the overall wellbeing of the Council's workforce staff. In recognition of the vital role our wellbeing plays in both personal and professional success, we have developed a new Health & Wellbeing Framework designed to support every aspect of our employee's wellbeing.

Our framework is structured around five key pillars, each representing a fundamental aspect of wellbeing:

1. **Physical Wellbeing:** Encouraging healthy lifestyle choices and providing support for physical health.
2. **Mental Wellbeing:** Promoting mental health awareness, reducing stigma, and offering support for mental resilience.
3. **Social Wellbeing:** Creating a supportive, inclusive environment that nurtures emotional health and positive relationships.
4. **Financial Wellbeing:** Providing tools and guidance to help you manage finances, reduce financial stress and achieve greater financial security.
5. **Career Wellbeing:** Ensures employees find purpose and satisfaction in their work, with opportunities for growth and development. Supporting training, professional development, clear career pathways, and work-life balance.

Through this framework, we aim to provide resources, initiatives and support systems that address these pillars, helping employees maintain a healthy balance between work and life. We believe that by investing in our employee's wellbeing, we not only enhance their individual experience but also strengthen our collective ability to deliver outstanding services to the community.

1. Vision and Objectives

- **Vision:** To create a workplace environment that supports the health, safety, and the wellbeing of all employees, fostering a culture of care and productivity.
- **Objectives:**
 - Enhance physical health and fitness.

- Promote mental health awareness and emotional wellbeing.
- Ensure a safe and supportive work environment.
- Foster a positive work-life balance.
- Encourage employee engagement and participation in wellbeing initiatives.

2. Leadership and Governance

- Define roles and responsibilities for wellbeing initiatives.
- Ensure alignment with the broader organisational strategy and compliance with health and safety regulations.

3. Employee Engagement and Communication

- Conduct ongoing employee surveys to assess wellbeing needs and preferences. Developing effective Action Plans in response.
- Create communication channels for employees to provide feedback and suggestions.
- Promote transparency and regular updates on wellbeing initiatives and outcomes.

4. Physical Health and Fitness

- Provide access to fitness facilities and/or discounted memberships to the Council's leisure facilities.
- Implement workplace exercise programmes, such as yoga, walking groups, or fitness challenges.
- Offer regular health surveillance and access to vaccinations.
- Promote healthy eating through healthy eating campaigns.

5. Mental Health and Emotional Wellbeing

- Offer confidential counselling services and an Employee Assistance Programme (EAP).
- Regularly advertise awareness days, such as Mental Health Awareness Day/Month, via Eric and the weekly bulleting.
- Mental Health First Aiders, posters displaying contact information.
- Train managers and staff in mental health awareness and support.
- Create a culture that reduces stigma around mental health issues.

- Provide resources and workshops on stress management, resilience and mindfulness.

6. Financial Wellbeing

- Financial Education Workshops: Offering workshops and webinars to provide practical advice on budgeting, saving, debt management and financial planning.
- Access to Financial Resources: Providing staff with access to financial tools, calculators and resources to help them manage their personal finances more effectively.
- Pension and Retirement Planning: Offering guidance on pension schemes, retirement savings and future financial security, ensuring employees are aware of available benefits and can make informed decisions.
- Employee Assistance Programme (EAP): Providing confidential access to financial counselling services through the Employee Assistance Program for personalised support with financial concerns.
- Salary Sacrifice and Savings Schemes: Promoting salary sacrifice schemes, such as for pension contributions or cycle-to-work programs and encouraging participation in any available savings programs.
- Signposting to External Financial Support: Providing information on external support services for employees dealing with financial difficulties, such as debt relief charities or local advice centres.
- Flexible Benefits and Discounts: Offering a range of employee benefits and discount schemes to help reduce the financial strain of everyday expenses, such as discounts on travel and shopping.
- Supporting Pay Transparency and Fairness: Ensuring fair pay and transparency in salary structures, so employees feel confident that they are being fairly compensated.

7. Safe and Supportive Work Environment

- Ensure compliance with health and safety regulations and conduct regular risk assessments.
- Provide ergonomic assessments and equipment to reduce physical strain.
- Foster a culture of respect and inclusivity, addressing issues such as bullying and harassment promptly.

8. Work-Life Balance

- Promote flexible working hours and hybrid working options to support a work life balance.
- Encourage regular breaks and time off to prevent burnout.

- Support parental leave and return-to-work programs.

9. Training and Development

- Provide ongoing training and development opportunities to enhance job satisfaction and career progression.
- Offer wellbeing-related training, such as healthy lifestyle choices.
- Encourage participation in professional development courses and workshops.

10. Monitoring and Evaluation

- Regularly review the Council's Sickness Figures with its quarterly report.
- Implement an annual Employee Survey, as well as undertaking ad hoc surveys to gauge the employees view on wellbeing within the workplace.
- Regularly review and analyse employee feedback and health data.
- Adjust programs and strategies based on evaluation outcomes and emerging best practices.
- Report progress to Senior Leadership Team and employees.

11. Resources and Funding

- Allocate budget and resources specifically for employee wellbeing initiatives.
- Seek partnerships with local health providers and wellbeing organisations.
- Encourage departmental contributions and shared responsibility for wellbeing.

Implementation Plan

- Develop a detailed action plan with specific activities, timelines and responsible parties.
- Ensure ongoing stakeholder engagement and collaboration across departments by having regular discussions regarding the progress at Senior Leadership and Service Manager forums.
- Conduct pilot programs for new initiatives and scale successful ones.
- Regularly update the framework to reflect changing employee needs and organisational goals.

Conclusion

The internal health and wellbeing framework aims to create a supportive and healthy work environment for employees at Bolsover District Council. By addressing various aspects of physical, mental and emotional health and fostering a culture of care and respect, the framework seeks to enhance overall employee wellbeing, satisfaction, and productivity.

Health & Wellbeing Action Plan 2024

Framework point	Action	Who	When	How it was achieved
5. Mental Health & Emotional Wellbeing	<ul style="list-style-type: none"> Create more awareness surrounding the Mental Health First Aiders - posters displaying contact information in workspaces, breakrooms etc. 	HR & Communications	January 2025	
3. Employee Engagement & Communications 10. Monitoring & Evaluation	<ul style="list-style-type: none"> Implement an Employee Survey, as well as undertaking ad hoc surveys to gauge the current stance on wellbeing within the workplace. 	Employee Engagement Officer	December 2024	
11. Resources & Funding	<ul style="list-style-type: none"> Allocate budget and resources specifically for employee wellbeing initiatives. 	HR	June 2024	<ul style="list-style-type: none"> Employee Engagement Budget authorised in June 2024
7. Safe & Supportive Work Environment	<ul style="list-style-type: none"> Neurodiversity Policy. Development of new sexual harassment policy. 	HR	2024/2025	<ul style="list-style-type: none"> Neurodiversity Policy launched in August 2024 with training sessions via teams organised for senior managers. Menopause Policy Launched April 2024, with

	<ul style="list-style-type: none"> • Development of Gender Identity Policy and finalising further. • Implementation of Menopause Policy. 			<p>training sessions provided to senior managers and drop-in sessions organised for our employees, giving them the opportunity to speak to a Fitness/Exercise Referral Officer specialising in the Menopause.</p>
4. Physical Health & Fitness	<ul style="list-style-type: none"> • Promote Healthy Eating at work with content shared regularly on ERIC & the weekly bulletin. 	Employee Engagement Officer		
11. Resources & Funding	<ul style="list-style-type: none"> • Seek partnerships with local health providers 	Employee Engagement Officer	2024 (ongoing)	<ul style="list-style-type: none"> • Relationship built and maintained with Derbyshire County Council's Public Health Department (Healthy Workplaces Derbyshire) who have provided us with free NHS Health Checks & Body MOT's. • Ongoing partnership enquiries with Joined Up Care Derbyshire to access their programme, but their funding cuts are blocking us from access at the moment, catch up in December 2024.

6. Financial Wellbeing	<ul style="list-style-type: none"> • Offer guidance on Pension Schemes 	Employee Engagement Officer	Sept 2024 (ongoing)	<ul style="list-style-type: none"> • Derbyshire Pension Fund provided education sessions at the Arc & Riverside depot for all colleagues which was well attended. Colleagues had the opportunity to ask questions at the end. • 'Your Financial Wellbeing' sessions planned for 2025, hosted on Teams by a company called Affinity Connect.
4. Physical Health	<ul style="list-style-type: none"> • Offer Health Surveillance and vaccinations. • Implement work exercise programmes. 	Employee Engagement Officer	Summer / Autumn 2024 (ongoing)	<ul style="list-style-type: none"> • Provided employees with the opportunity to attend a free NHS Health Check or Body MOT, this will be a yearly occurrence going forward. • Provided free Flu Vaccinations, reimbursing the cost (up to a max. £18) • Team & Individual Walking Challenge introduced Summer 2024. • Plan to look at introducing Yoga, beginning in 2025.