

APPENDIX 2

NHS Trafford CCG’s Healthy Workplace recognition scheme

Trafford Council – Examples of Interventions delivered under our Employee Health and Wellbeing Strategy

Categories	Examples of how you support staff/volunteers
Mental health and well-being	<p>A range of mental health and wellbeing interventions are delivered through Trafford’s Employee Health and Wellbeing Strategy and include the following examples:</p> <ul style="list-style-type: none"> • Health and Wellbeing fun days are delivered both corporately and in schools in conjunction with partners to showcase the variety of support available for employees and encourage further engagement with the workforce. By taking time out of the working day and socialising with a wider group of staff members, this also has a positive impact on staff’s mental wellbeing. The events include: <ul style="list-style-type: none"> - Mindfulness sessions - Free relaxation treatments such as head massages - Personal health checks (including blood pressure, weight) - Health and Safety support and guidance - Dementia Friends Training - Active travel advice and free cycle servicing - Exercise and sports challenges including a team tug of war • Wellbeing Wednesdays & Feel Good Fridays provided weekly ongoing wellbeing opportunities such as: <ul style="list-style-type: none"> - Mindfulness sessions for Social Care staff, which was then rolled out to all staff. There are many benefits to mindfulness including lowering heart-rate and blood pressure, calming of the nervous system, enhancement of sleep, and lowered incidence of absence through illness. The feedback from staff regarding this course was very positive. - French and German language taster sessions during lunchtimes to learn new skills. - ‘Discover Guide Dogs’ events where staff could ‘de-stress’ by meeting these special

companions and donate to a worthy cause.

- Ice cream van arranged at 3 locations during the warm weather in July allowing staff to cool down and reinvigorate them for the afternoon
 - Trafford Council Carers support group set up to provide a space for staff to speak, listen and be listened to. It offers a safe and confidential space to meet other people who also have similar caring experiences and provide support to improve mental wellbeing.
 - 'Tea and talk' sessions invited staff to meet for a cup of tea, biscuit and a chat, and take a break from their working day and meet other people. This also coincided with Mental Health Awareness Week.
 - Opportunities to support charities through events including dress down Fridays to support various charities including Alzheimer's and The Christie and a Trafford Council 'Bake Off'
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- Staff survey has been undertaken on health and wellbeing knowledge, perceptions, expectations and needs. This has assisted us to engage with our staff, who have provided constructive feedback on initiatives and contribute to the shaping of the wellbeing strategy.
 - Staff wellbeing champions have been put in place from across Directorates to promote our health and wellbeing initiatives in the workplace and to act as points of contact for feedback and ideas. Offers peer led support for any issues or queries around health and wellbeing and champion all our initiatives.
 - Staff Recognition schemes are in place allowing staff to feel valued and appreciated including:
 - Celebrating Success: Staff are recognised for specific examples of outstanding work contribution and rewarded with retail vouchers
 - Employee Recognition Awards: An annual glamorous award ceremony recognising nominated individuals and teams who have made an outstanding contribution to Trafford

	<ul style="list-style-type: none"> - Long Service Awards: Recognition for staff who have provided long term dedicated service to Trafford. • Financial Support Seminars including retirement and pension advice. • Developing improved mental wellbeing support for managers and staff to assist in recognising where support is required and ensuring early intervention measures are in place. This includes mindfulness training, mental health awareness support, resilience training and a dedicated counselling service.
Physical activity	<p>The 'Healthy Lifestyle' theme of the Trafford Employee Health and Wellbeing Strategy provides many opportunities to encourage physical activity with staff. Examples include:</p> <ul style="list-style-type: none"> • 'Walking for Health' lunchtime walking programme in conjunction with Transport for Greater Manchester. 12 week programme with a walking guide and encouraging staff to lead the walks themselves. The local walks encouraged staff to get up and out and away from their desks for half an hour. • 'Pedometer challenge' providing staff with pedometers and challenging them to reach a target of 26 miles (55000 steps). Those that completed the challenge received a certificate and free leisure centre pass. • Value for money fitness classes for staff including: <ul style="list-style-type: none"> - Pilates - Yoga - Zumba - Bootcamp - HIIT classes • Sports tournaments including football, netball and tug of war with Council teams and partners.

	<ul style="list-style-type: none"> • Dog walking group at Sale Waterpark encouraged socialising, physical activity and promoted the use of the location as a leisure facility. • Cycle to work offer – Value for Money/Discount Scheme to encourage commuter cycling • Dr Bike – free cycle servicing provided for staff through TfGM at Council premises. • Staff running Club once a week at lunch – staff train together in preparation for a 5km run to encourage an increase in physical activity. • Promotion of National/Local Health initiatives: <ul style="list-style-type: none"> - European Cycle Challenge 2017 - National Cycle to work day - Greater Manchester Walking festival – staff walked from Trafford Town Hall to HOME in Manchester for the launch • Discounted Membership at Trafford Leisure, and competitions to win 6-months free membership to encourage an active lifestyle • Poster campaign promoting the use of the stairs around council buildings
Healthy eating	<p>Healthy Eating is encouraged through opportunities including:</p> <ul style="list-style-type: none"> • Trafford restaurant offering a menu with improved healthier options with weekly menus promoted to all staff each week through our Intranet notice board – 6 boxes. • Nutrition advice provided at Health and Wellbeing fun days, as well as healthy fruit smoothies available.
Attendance management	<p>Dedicated work focussing on improving attendance management and reducing sickness absence has included:</p>

- Monthly absence data – Improving the management of absence data to improve the information obtained and enable better evaluation of the reasons and areas of absence. This assists in informing strategies to better target absence and attendance management e.g. top reasons and areas for absence
- Improved sharing of information with Service Managers for health reviews, OH referrals to ensure improved absence management and early intervention. Detailed narratives have also been used to measure problematic areas of absence and highlight managers needing further support.
- Regular support meetings / discussions with Service Managers where higher levels of absence are evident
- Regular improved monitoring of both short term and long term sickness.
- Full support for Service managers in overseeing complex cases.
- Training Workshops for managers in development to link with attendance management, absence strategy and improved mental wellbeing support for managers and staff.
- The Council's Occupational Health Service provides dedicated early intervention support for ill health and absence management. This includes face to face case management for referrals, occupational health reports with key medical advice and recommendations and a counselling support service
- A monthly 'dashboard' has been developed to provide managers and staff with key workforce updates including sickness absence, occupational health referrals and workforce engagement activities