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Wales

## Freedom of Information request to Public Health Wales

<b>FOI Reference:</b>	<b>FOI 053</b>
<b>Date request received</b>	<b>06<sup>th</sup> October 2017</b>
<b>Date information is due to be sent</b>	<b>03<sup>rd</sup> November 2017</b>

### Information requested:

I would like to know if your organisation or Department has any strategy in place to promote the health and wellbeing of your employees?

Please write '**Yes**' or '**No**' in the relevant rows next to 'Answer'. If this is a multiple choice question, please write '**Yes**' or '**No**' in the relevant rows next to 'Answer' for each option.

If **Yes** or **Other**, please elaborate with any available details.

### Information provided for the answer:

**How organisations promote the health and wellbeing of their employees.**

**Strategy for Health and Wellbeing** – Does a written strategy exist to promote the health and wellbeing of employees?

- No

Answer: At present Public Health Wales does not have a specific strategy to promote the health and wellbeing of employees. However, areas within your request have been considered and acted upon by

Public Health Wales.

**Intended outcomes** – If yes, please indicate whether the strategy is intended to deliver any of the specific outcomes below for employees:

NB We are developing an approach so the detailed information required provided is in draft format.

Improved physical health and wellbeing.

- Yes

Answer: We are developing WebPages for staff, one of which provides signposting information to opportunities for physical activity throughout Wales, and ways to introduce activity throughout the working day. We also support health promotion campaigns to support increased physical activity, to ensure that staff are aware of the ways in which this can be achieved. Our aim is that staff become more physically active.

Improved mental wellbeing.

- Yes

Answer: Introduction of an Employee Assistance Programme to ensure that staff are able to access support with any issues that may be of concern, including access to telephone and face to face counselling. We have also introduced a revised stress/mental wellbeing policy, where the onus is on proactive support. Our aim is that we provide proactive support to staff so that any avoidable stress and anxiety is managed.

Higher rates of staff retention.

- Yes

Answer: Our aim for our staff is that they're healthy, well engaged, and treated fairly, and in achieving this, our retention rates will be impacted positively.

Higher rates of employee satisfaction.

- Yes

Answer: Our bi-annual staff survey, which contains wellbeing related questions, is used to devise an organisational action plan to address any issues.

Reduced rates of absenteeism.

- Yes

Answer: As per previous question, our bi-annual staff survey, which contains wellbeing related questions, is used to devise an organisational action plan to address any issues. We also have supportive absence policies and procedures which aim to reduce absenteeism. We are planning a wellbeing questionnaire which will include questions on absenteeism.

Other (please elaborate).

- No

**Measuring the impact** – How is the impact of this strategy measured?

Regular staff wellbeing survey.

- Yes

Answer: Planned for this financial year and bi-annual staff survey which contains wellbeing related questions.

Employee interviews.

- No

Answer: This is not planned, although we are planning limited focus groups

Rates of employee absence.

- No

Answer: Planned use of Business Intelligence reporting from our Electronic Staff survey, questionnaires as detailed before and use of intranet based polls.

The organisation does not measure the impact of this strategy on employees.

- No

Other (please elaborate)

- No

Answer:

**Changes to the physical environment** – Has your organisation made any of the below changes to the physical environment to encourage office-based employees to be more physically active? Where possible, please elaborate.

Moving communal equipment such as printers further away to promote walking.

- Yes

Answer (Please elaborate): When we relocated our staff (550+ people) based in South East Wales to No 2 Capital Quarter we made a decision to eradicate the use of personal printers and to provide larger combined printers/copiers based located on each floor. This means the majority of staff are required to walk a further distance to retrieve their copying/printing. This approach has been carried forward in other locations as part of the Our Space programme e.g. the staff relocation to Matrix House, Swansea and Caerleon House, Mamhilad. How this approach can be rolled out throughout bases not currently covered by the Our Space programme will be considered by the wellbeing and facilities team, to ensure a consistent and equitable approach.

Installing office showers to encourage active travel and active lunch breaks.

- Yes

Answer (Please elaborate): We have showers in a number of bases. We are surveying bases to assess availability of showers and will work with Facilities to consider how they may be provided throughout all of our sites.

Providing office-based exercise equipment including, but not limited to, standing desks, exercise bikes and balance balls.

- Yes

Answer (Please elaborate): These are in place in a number of bases

Signposting employees to use the stairs instead of the lifts.

- Yes

Answer (Please elaborate): Posters have been provided for display throughout all of our bases

None of the above.

- No

**Changes to the physical environment** – Has your organisation made any other changes to the physical environment to encourage office-based employees to be more physically active? If so, please elaborate.

- Yes

Answer:

If Yes, please elaborate:

Many of our workplaces have bike racks and some provide showering facilities. We are aware that staff have self-organised themselves into walking and running groups which are encouraged.

**Investing in the physical wellbeing of employees** – Over the previous twelve months, how much money have you approximately invested to support the physical wellbeing of your office based employees?

- No investment
- £100 - £10,000
- £10,001 - £25,000
- £25,001 - £50,000
- £50,001 or higher (please specify)

Answer:

£10,001 - £25,000

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of the decision, you should write to the Corporate Complaints Manager, Public Health Wales NHS Trust, 3, Number 2, Capital Quarter, Tyndall Street, Cardiff, CF10 4BZ.

If you are not content with the outcome of your complaint or review, you may apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Trust. The Information Commissioner can be contacted at:

Information Commissioner for Wales

2nd Floor  
Churchill House  
Churchill Way  
Cardiff  
CF10 2HH

Telephone: 029 2067 8400

Email: [wales@ico.org.uk](mailto:wales@ico.org.uk)