

EX84. Referral from Corporate Partnership Forum

The Executive considered a report by the Director of Corporate and Housing Services which sought immediate implementation of changes to the Dignity at Work Policy, the Wellbeing and Mental Health Policy and How to Prevent, Minimise and Manage Stress at Work. The report also provided information on voluntary severance and ill health retiral costs for 2018/19.

The Dignity at Work Policy had been reformatted into the new style format and included a “how to” document to provide additional support and information on the process. Further clarity was included in relation to informing individuals of a complaint against them where remedial action or an investigation was considered to be required. In addition, mechanisms for any required remedial actions would be fed back to the relevant manager. The policy had also been updated to allow formal investigation reports to be considered at Service Manager/ Headteacher level.

The Wellbeing and Mental Health Policy replaced the Mental Wellbeing & Stress Management Policy. It outlined the Council’s approach to improving the health and wellbeing of employees and related governance arrangements. The policy outlined responsibilities for Senior Leaders, Line Managers and employees.

The How to Prevent, Minimise and Manage Stress at Work document supported the implementation of the Health and Wellbeing Policy. The “how to” guide outlined how the Council managed stress within the organisation and provided guidance for managers and employees to assist in managing stress. The Work Positive Stress Risk Assessment Tool had been introduced, along with guidance for undertaking individual and group stress risk assessments. Improved guidance for the implementation of the HSE’s management standards was also incorporated.

Decision

The Executive:-

- (1) approved the immediate implementation of changes to:**
 - **Dignity at Work policy;**
 - **Wellbeing & Mental Health policy;**
 - **How to Prevent, Minimise and Manage Stress at Work, and**
- (2) noted the costs and savings achieved from voluntary severance and ill health retiral arrangements for the period 2018/19.**