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| Report to: | Public Board of Directors | Agenda item: | 17 |
| Date of Meeting: | 25 July 2018 | | |

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| Title of Report: | Health and Wellbeing Report |
| Status: | For Information |
| Board Sponsor: | Claire Radley, Director of People |
| Author: | James Stevenson, Interim Occupational Health Nurse Manager Victoria Downing-Burn, Deputy Director of People |
| Appendices | Appendix 1: Health and Wellbeing Strategy Update for 2017-18 and Forward plan 2018-19 |

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| 1. Executive Summary of the Report |
| <p>In 2016, the Trust developed and signed up to a five year Health and Wellbeing Strategy, which focuses on four key themes, listed below in Box 1. The strategic aim of the strategy is to:</p> <p><i>Provide a working environment in which we care for our staff and know that in doing this, they are supported to provide outstanding care for our patients, each other, and their environment. This will be achieved by supporting staff to assess and take responsibility for their own health and wellbeing and providing prevention, intervention and rehabilitation services.</i></p> <p>A significant amount of work has been conducted under each of the 4 themes, within the strategy, during 2017-18 and the plans and current activity plan for 2018-19 show a high level of organisational commitment to staff and their well-being.</p> <p>The outcomes of the work programmes are seen in the results from the staff survey and the CQUIN measures, and are positive.</p> |

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| 2. Recommendations (Note, Approve, Discuss) |
| The Board of Directors is asked to note the report and to act as role-models and ambassadors for the health and wellbeing of the workforce. |

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| 3. Legal / Regulatory Implications |
| The Health and Well-being CQUIN focuses on both mental and physical wellbeing as well as improvements in food and beverage provision in NHS organisations. |

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| 4. Risk (Threats or opportunities, link to a risk on the Risk Register, Board Assurance Framework etc.) |
| None. |

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| 5. Resources Implications (Financial / staffing) |
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| 6. Equality and Diversity |
| This report supports equal opportunities for staff across the Trust. |

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| 7. | References to previous reports |
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| 8. | Freedom of Information |
| Public | |

Appendix 1

Health and Wellbeing Strategy **Update for 2017-18 and Forward Plan 2018-19**

1. Introduction

The five year Health and Wellbeing Strategy, which commenced in 2016, focuses on four key themes listed below in Box 1. The strategic aim of the strategy is to:

Provide a working environment in which we care for our staff and know that in doing this, they are supported to provide outstanding care for our patients, each other, and their environment. This will be achieved by supporting staff to assess and take responsibility for their own health and wellbeing and providing prevention, intervention and rehabilitation services.



Box 1. Health and Wellbeing Strategic Themes

1. To increase employee understanding, involvement and participation in health and wellbeing activities
2. To increase employee attendance rates by promoting healthy lifestyles and providing prevention, intervention and rehabilitation services to employees
3. To target and reduce levels of specific work related ill health causes of sickness absence
4. Through the annual Staff Survey, demonstrate a year on year improvement in response to issues relating to health and wellbeing.

During 2017-18 events and activities were scheduled to support the strategy and its aims, and a summary can be found in Appendix A. The 2018-19 plan can be found in Appendix B.

Many of these events and campaigns support the Public Health England and NHS Employers health promotion campaigns. The events are coordinated and supported by the Health and Wellbeing Strategy Group, with significant support from the Communications Team and Occupational Health. The schedule remains flexible to allow for changes in national and local focus.

The Health and Wellbeing agenda is integral to the delivery of the national requirements set out in the Commissioning for Quality and Innovation (CQUIN) schemes. The requirements are documented through the CQUIN monitoring governance arrangements. Further detail can be found in Appendix C.

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This report summarises both activity in the last financial year (2017-18) and highlights of those planned for the current year (2018-19) recognising the themes of the strategy.

2. Progress against the four themes

2.1 Theme 1: To increase employee understanding, involvement and participation in health and wellbeing activities

2017-18

The main event in 2017 was the Festival of Health and Wellbeing (19th-23rd June 2017). A review was undertaken and actions added to the 2018-19 plans.

There was a further event on 4th December 2017 and the themes included: men's health including cancer awareness led by a member of staff; financial awareness led by a representative from the local Citizens Advice Bureau; Flu Campaign; drug, alcohol awareness and SAD – Seasonal Affective Disorder – trial of SAD lights.

2018-19

The Trust will be supporting a number of national campaigns throughout the year (see appendix B). The Trust's 'big event' is a Health and Wellbeing week 11-17th September 2018 with stands outside the Lansdown Restaurant and 'trolley dash' topics into the wards and outpatient areas throughout the week. This coincides with "know your numbers week" and will include health and blood pressure checks. It is also seen as a good opportunity to promote the smoke free site campaign and offer advice and support before "Stoptober". EAP will also be present offering mental and psychological support sessions.

The Flu vaccination programme is expected to start in early October 2018 and will be advertised during the Health and Wellbeing week to promote the benefits to staff and their families of vaccination.

We are planning to create an annual staff Health and Wellbeing brochure to be launched during 2018 detailing all the services available to staff, such as EAP, smoking cessation, cycle scheme, staff MSK physio etc., including benefits and discounts from other providers.

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2.2 Theme 2: To increase employee attendance rates by promoting healthy lifestyles and providing prevention, intervention and rehabilitation services to employees

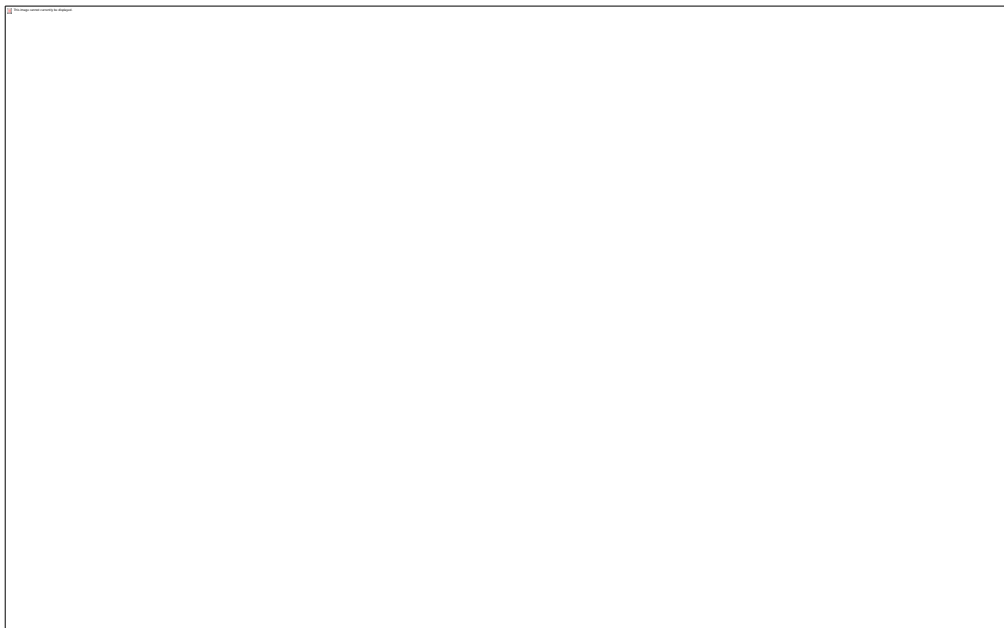
Theme 3: To target and reduce levels of specific work related ill health causes of sickness absence

The Trust sickness absence data shows that, within the top three reasons for sickness include: musculoskeletal (MSK) complaints, and stress.

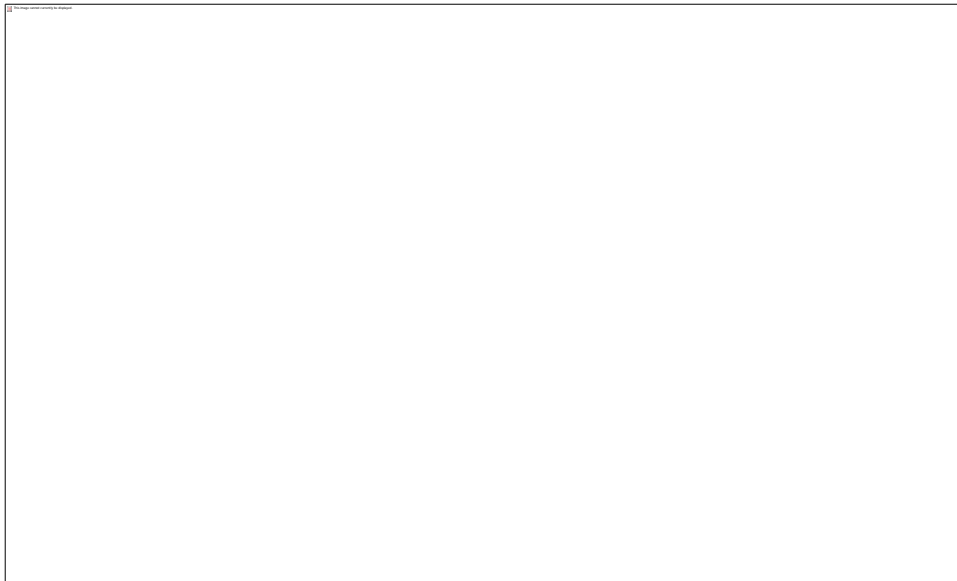
2.2.1 Musculoskeletal (MSK)

The Trust continues to provide a staff referral service for physiotherapy, and this will be extended during 2018. The therapies teams are also training for the national initiative “Make Every Contact Count (MECC).

Average percentage of staff groups accessing the service,



Percentage of pathologies presented within the service



2.2.2 Mental Health

The Trust provides a comprehensive Employee Assistance Programme (EAP). Staff have rapid access to professional support and a team of trained counsellors and psychotherapists who specialise in workplace counselling for healthcare workers.

Additional EAP services include coaching, mediation, cognitive behavioural therapy, post-incident support and trauma therapy, support for those giving evidence at inquests and clinical supervision. This year EAP are providing Mental Health training for managers called “Thriving at work”.

EAP is also represented in the Trust’s Psychological Welfare Team, the domestic violence group, the Schwartz Centre Rounds and the Trauma Risk Management (TRiM) team, thereby supporting many more staff within a wider arena. EAP are improving the TRiM process for greater team support this year.

2.2.3 CQUIN areas for 2017-18

As per the CQUIN requirements:

- The food provided in the Trust food outlets and vending machines has been reviewed to meet the CQUIN requirements including sugar sweetened beverages.
- The Lansdown Restaurant also received a Soil Association Silver Food for Life award
- Staff survey results for the three key areas on health and wellbeing show some good and improved results.

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- The Flu vaccination campaign for frontline staff was successful and met CQUIN requirements at a vaccination level of over 70%.

2.2.4 CQUIN areas for 2018-19

Activities that will be undertaken include:

- A new beverage scheme to remove sugar sweetened drinks (July)
- The MSK team will undertake a greater number of workstation assessments (from April)
- Focused MSK reviews to be undertaken in areas with a high incidence of sickness and RIDDORS (injury at work)
- Work toward Smoke Free Site underway (deadline December 2018). Occupational Health team now able to resume smoking cessation support for staff.
- Review of the Flu Campaign action plan (May)

2.2.5 Ongoing interventions to support staff

- comprehensive Occupational Health Services
- yoga classes – prevent MSK problems
- free NHS health checks – prevention and awareness raising
- access to dedicated psychological support services (via EAP)
- spiritual and pastoral care through the hospital Chaplaincy service
- Schwartz rounds and Trauma Risk Management (TRiM)
- on site gym, squash courts, cycle schemes, and tennis courts
- open air swimming pool for healthier lifestyles
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2.3 Theme 4: Through the annual Staff Survey, demonstrate a year on year improvement in response to issues relating to health and wellbeing.

2.3.1 Staff Survey 2017

The [2017 Staff Survey](#) shows that within the top five ranking Scores:

KF18 Percentage of staff attending work in the last 3 months despite feeling unwell because they felt pressure from their manager, colleagues or themselves

(lower score = better)

Score of 49% is relatively stable in comparison to last year and the RUH's score is in the best 20% of acute trusts for this finding.

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KF17 Percentage of staff feeling unwell due to work related stress in the last 12 months

(lower score = better)

Score of 34% - a slight improvement on last year 2016 (35%) and the previous year 2015 (35%).

KF19. Org and management interest in and action on health and wellbeing

Score of 3.62 with the average for trust's being 3.62. The trust has improved slightly from last year and is average.

3. Governance

There are a number of themes within the health and wellbeing work in the Trust and therefore there are also a number of groups/committees to support the work including:

| Group | Chair | Reports to |
|-------------------------------------|---------------------------|--|
| Health and Wellbeing Steering Group | Deputy Director of People | Strategic Workforce Committee Health and Safety Committee |
| Equality and Diversity Group | Director of People | Strategic Workforce Committee |
| Safe Staffing Group | Health and Safety Manager | Health and Safety Committee |
| Staff Survey Steering Group | Deputy Director of People | Strategic Workforce Committee |

The Safer Staff Group is the focal point for monitoring and delivering this strategy plus the various programmes and initiatives linked to health and wellbeing.

4. Conclusion



Progress on the health and wellbeing agenda has been positive over the past 12 months with a strong programme of work planned for the coming year.

The Board is asked to note the progress and to act as role-models and ambassadors for the health and wellbeing of the workforce.

Appendix A



Activity Plan 2017-18

| Month | Activity |
|-----------|--|
| April | RUH Internal flu campaign learning review |
| May | National Walking Month World No Tobacco Day - 31th May |
| June | Carers Week EAP 20 th celebration 'RUH Festival of Health and Wellbeing' |
| July | 3-9 July Health Information Week RUH Flu Campaign - readiness |
| August | Flu Campaign |
| September | RUH Flu-Free and Fabulous Sessions  |
| October | Flu Free and Fabulous  |
| November | Flu Free and Fabulous Alcohol Awareness Week |
| December | 4 th December Health and wellbeing day |
| January | Dry January |
| February | Healthy Hearts/Healthy Checks TBC |
| March | National No Smoking day – launch of STP Smoke Free Site campaign |

Appendix B



Activity Plan 2018-19

| Month | Activity |
|-----------|--|
| January | Dry January |
| March | 7 March – No Smoking Day |
| April | Bowel Cancer Awareness Month Flu Peer Vaccinator celebration event |
| May | -National Walking Month -Action on Stroke Month -World No Tobacco Day -RUH Internal flu campaign learning review |
| June | 11-17 June - BNF Healthy Eating Week |
| July | 2-8 July – Health Information Week |
| September | 11-17 September – Health and Wellbeing week incorporating <ul style="list-style-type: none"> • Know your numbers week (Blood Pressure), and Flu awareness campaign • Flu Sessions Begin |
| October | Flu Stoptober 2-6 October – Back Care Awareness Week 10 October – World Mental Health day |
| November | Flu Movember Men’s Health Awareness Month 1 November – National Stress Awareness Day |
| December | Flu |

Appendix C: CQUIN for Health and Wellbeing 2017-2019

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| Staff Health and Wellbeing | Improvement of health and wellbeing of NHS staff | Improvement on Question 9a: Does your organisation take positive action on health and well-being? |
| | | Improvement on Question 9b: In the last 12 months have you experienced musculoskeletal problems (MSK) as a result of work activities? |
| | | Improvement on Question 9c: During the last 12 months have you felt unwell as a result of work related stress? |
| | Healthy food for NHS staff, visitors and patients | Maintaining the four changes that were required in the 2016/17 CQUIN: |
| | | % of drinks lines stocked must be sugar free (less than 5 grams of sugar per 100ml). In addition to the usual definition of SSBs it also includes energy drinks, fruit juices (with added sugar content of over 5g) and milk based drinks (with sugar content of over 10grams per 100ml). |
| | | % of confectionery and sweets do not exceed 250 kcal. |
| | | % of pre-packed sandwiches and other savoury pre-packed meals (wraps, salads, pasta salads) available contain 400kcal (1680 kJ) or less per serving and do not exceed 5.0g saturated fat per 100g |
| | Flu vaccinations for front line staff | Achieving an uptake of flu vaccinations by frontline clinical staff of 70% (year 1) and 75% (year 2) |