

MAIDSTONE BOROUGH COUNCIL

CABINET MEMBER FOR CORPORATE SERVICES

REPORT OF HEAD OF HUMAN RESOURCES

Report prepared by Dena Smart, Head of Human Resources

Date Issued: 16th June 2011

1. WELL-BEING POLICY

1.1 Issue for Decision

1.1.1 To consider the attached Well-Being Policy, this sets out the help and support available to employees in times of difficulty. All these mechanisms of support have been available for some time but this policy sets out the package in a coherent whole and underpins our approach to managing stress at work, which is a requirement in the Health and Safety policy.

1.2 Recommendation of the Head of Human Resources

1.2.1 That the Well-Being Policy is agreed and is included in the Council's policy framework.

1.3 Reasons for Recommendation

1.3.1 The policy strengthens the Council's position in relation to supporting staff and at no additional cost to current expenditure.

1.3.2 The Council has previously not set out its position in relation to supporting staff that experience domestic violence which is one of the key indicators for the Crime and Disorder Partnership, this policy meets this expectation within the wider context of supporting staff with a wide range of personal difficulties.

1.3.3 With the increase of stress related illness the policy is a clear indication of the support offered by the Council and is clearly linked to the Stress at Work Policy.

1.4 Alternative Action and why not Recommended

1.4.1 The Council could continue without the policy as the facilities described within it are already set up and available to staff however the policy document does set out the Council's approach to its support for staff and therefore strengthens the position.

1.5 Impact on Corporate Objectives

1.5.1 Supporting staff should enable them to remain at work, reduce sickness absence and therefore contribute to the Council's priority 'Corporate and Customer Excellence'.

1.5.2 The policy is one of the supporting policies for the Health and Safety Strategy.

1.6 Risk Management

1.6.1 There should be no risks associated with the decision to agree this policy as all the practical steps contained within the policy are already in place. There has been consultation with trade unions who are in full support of the policy.

1.6.2 There may be a financial risk in the longer term if the funds are no longer available to offer the support currently on offer. However as the budget and contracts are managed on an annual basis this risk is within the normal parameters of budget management.

1.7 Other Implications

1.7.1

1. Financial	x
2. Staffing	x
3. Legal	
4. Equality Impact Needs Assessment	x
5. Environmental/Sustainable Development	
6. Community Safety	x
7. Human Rights Act	
8. Procurement	
9. Asset Management	

1.7.2 There is no financial impact to the decision to agree the Well-Being Policy however the support mechanisms currently on offer to staff do have budget requirements. The current costs of the services provided are as follows:

Employee Assistance Programme (EAP)	£10,883
Occupational Health	£6,787
Flu Vaccinations annually	£1,000

1.7.3 The staffing implications are dealt with in the body of the report.

1.7.4 It was agreed with the trade union that as this was not a policy document that changed practice, rather one that incorporated existing practice into one place that an Equality Impact Needs Assessment

would not be required. There should be no disadvantage to any group covered by the Equality Act 2010 as this is about supporting individuals and their individual needs are therefore addressed.

1.7.5 The Community Safety implications are dealt with in the body of the report.

1.8 Relevant Documents

1.8.1 Appendices

Appendix One: Well-Being Policy

1.8.2 Background Documents

None

IS THIS A KEY DECISION REPORT?

Yes

No

If yes, when did it first appear in the Forward Plan?

This is a Key Decision because:

Wards/Parishes affected:

How to Comment

Should you have any comments on the issue that is being considered please contact either the relevant Officer or the Member of the Executive who will be taking the decision.

Cllr Eric Hotson

Cabinet Member for Corporate Services
Telephone: 01622 686492
E-mail: erichotson@maidstone.gov.uk

Dena Smart

Head of Human Resources
Telephone: 01622 602712
E-mail: denasmart@maidstone.gov.uk