

Freedom of Information Request: Our Reference CTHB_280_19

Please find the response from Cwm Taf Morgannwg University Health attached as requested (attachment 1).

Question	Answer
1. What was the total cost of employee health and wellbeing programmes to the organisation in 18/19?	There isn't a specific budget for staff health and wellbeing, so not possible to quote financial figures. Cwm Taf Morgannwg University Health Board (CTM UHB) invests in employee Health & Well Being in various formats eg. 1. Staff training and development courses on leadership, dignity at work, stress and resilience, mindfulness. 2. Designated key staff whose roles include supporting staff H&WB eg Occupational Health & Wellbeing manager, members of the Organisational Development team. 3. Having an 'in-house' Occupational Health & Wellbeing service. 4. Having an 'in-house' staff mediation service called 'Resolve'5. A network of staff H&WB champions 6. Ongoing support with local and national events which may involve the purchase of resources such as pedometers. 7. Instigating and running a very successful Staff H&WB month which involved the purchase of some resources such as leaflets, T shirts.
2. Does the Organisation have a central online portal to access all information on employee health and wellbeing programmes/initiatives? For example, the organisation SharePoint. If so, please state what is available:	CTM UHB have dedicated webpages to support staff health & wellbeing-these are located in the Occupational Health & Wellbeing and the Feeling Fine, Working Well pages. Key messages on any events/initiatives are also displayed on sharepoint under 'recent news' and circulated to the network of H&WB champions who further cascade the messages to raise awareness and involvement.

3. Please fill in the below table for all employee health and wellbeing programmes offered by the organisation to provide staff with health and wellbeing benefits, reduce sickness absence and improve staff retention etc. We have split the table to understand these programmes dependent on how they support the employees - whether it be their physical wellbeing, financial wellbeing, mental health or other.

Definitions:

Physical wellbeing: Lifestyle behaviour choices to ensure health and avoid preventable diseases and conditions.

Financial wellbeing: Being able to absorb financial shock, having the freedom to make financial choices, being able to save, access to resources and financial guidance and advice

Mental health wellbeing: A positive mental state, supporting confidence, self esteem and productive behaviour

	Physical Wellbeing Programme (1)	Mental Health Wellbeing Programme (1)	Mental Health Wellbeing Programme	Mental Health Wellbeing Programme (2)	Other/Additional Programmes
3a. Name of the programme	Cycle to work	Cwm Taf Morgannwg Learning and Development (L&D)	Resolve	Valley Steps	
3b. Type of programme? For example, employee assistance programme (EAP) counselling, stress awareness, apps to support wellbeing and mental health, salary sacrifice, gym memberships etc.	Salary sacrifice scheme	Directory of courses available for all employees	In house mediation service for employees	Community based support classes on 'Mindfulness' and 'Stress Control'	
3c. What is the main priority/benefit area of the wellbeing programme listed above? For example, improve staff retention, reduce sickness absence, increase staff satisfaction	Encourage staff, where possible to cycle to work	Each course has its own aims and objectives, overall to improve employees experience in the workplace and support their Health & Well Being	Resolve conflict between employees, to improve working relations	To support staff in relation to building resilience and improve staff attendance, the highest cause of sickness absence in CTM being stress	
3d. Please provide the job title of the executive/lead sponsor of the listed wellbeing programme	Exec Director of Workforce & Organisational Development (W&OD)	Exec. Director of W&OD	Exec. Director of Workforce & OD	Exec. Director of Workforce & OD	
3e. What was the annual cost to the organisation for providing the health and wellbeing programme in 18/19? Please split out any costs that are associated to a 3rd party provider as well as any costs for running a programme in-house	No cost.	No additional cost, services provided by the 'in-house' L&D team	Members of staff are trained as 'mediators' and give their time to hold the sessions with staff members	No additional cost	
i) In-house costs (internal administration)	Minimum administration- scheme opens twice a year, time required to circulate promotional material and approve staff registrations. Time required within payroll for staff payments to be set up.		Some administration time in setting up the meetings, booking rooms.	No financial cost, minimum admin time in circulating timetables and posters throughout the organisation and booking rooms for CTM taster sessions	
ii) External costs (license fees, third-party contract costs)	Time required initially to set up the contract with the supplier, following procurement tendering processes		None	As above	
3f. Please provide detail of any costs to the employee to engage with the wellbeing programme? i.e. a monthly/annual subscription fee to a service or a one off purchase	No additional costs, employees benefit from a saving in the cost of the bike and/or safety kit		None	As above	
3g. Has the organisation seen any return on investment (ROI) by using the health and wellbeing programme? For example, decrease in sickness absence rates, improved staff retention, any cost savings. If so, please list all ROI	Yes, if bikes purchased via Halfords there is a small percentage 'cashback to CTM' cashback utilised to enhance staff H&WB eg purchase of staff changing room lockers. Halfords also link with local suppliers which CTM staff can purchase bikes from, this supports local businesses and promotes Corporate Social Responsibility.		Aims to improve working relations reducing the number of complaints, investigations, reducing staff stress and improving staff attendance figures	Difficult to measure as attendance is anonymous, data on attendees employer not collected	
3h. Is the health and wellbeing programme provided/supported by a 3rd party provider? If so, please state the name of the 3rd party provider	Halfords		No, 'in-house' service provision	Valley Steps	
3i. Please provide a description of services provided by the 3rd party provider , including details on where the programme is supported by an app/technology.	PD11 process in place, Halfords supply the bikes, safety kit and financial contracts established with the financial company 'Akira'		No 3rd party	Community based sessions held by qualified trainers, focus of sessions to help reduce stress, anxiety and low mood. Valley Steps have also provided ad hoc 'taster sessions if requested by CTM for specific group of staff, free of charge.	
3j. Please provide the contract start and end dates for the 3rd party provider	Commenced Oct 2013, no end date set		Not applicable	No formal contract in place, able to access services free of charge.	