

Proposal for NHSGGC to re-register for the HWL Award

Prepared by the Staff Health Strategy Governance Group

1. Introduction

- 1.1. The Board are committed to maintaining the Gold Healthy Working Lives Award which continues our exemplar status for staff health and wellbeing. Currently the Board has a number of sections/departments individually registered for HWL, which came about in a somewhat ad-hoc way.
- 1.2. Changes to the structure of the Board have come about recently, namely the restructuring of the Acute section and the integration agenda of the HSCPs.
- 1.3. Discussions regarding governance and accountability for staff health will occur at Director and Chief Officer level. This will include discussing requirements and arrangements for the progression of a Staff Health Strategy from 2016.
- 1.4. However these structural changes give us an opportunity to revisit the way we register for the HWL Award. A proposed registration option paper was prepared by the NHSGGC Staff Health Governance Group meeting in January, and a final proposal is now presented below.

2. Proposed HWL Registration structure

- 2.1. Currently the organisation has achieved Gold level HWL Award status. The proposal for moving forward is as follows (see Appendix 1 for diagram of proposed structure):
 - 2.1.1. *NHSGGC (incorporating Acute, Facilities and Corporate)* re-register as one HWL registration. A network of location-based HWL sub groups is established to carry out 'core' & local HWL activities. Sub groups will be: West, Clyde, North, South.
 - 2.1.2. HSCPs continue the current arrangement, ie: they register for HWL separately or register jointly with their Local Authority if suitable. Action plans will be developed and implemented via a HWL working group. It is suggested that hosted services be incorporated into the registration of their host entity, to be agreed.

3. Governance

- 3.1. Staff Health Strategy Governance group
 - 3.1.1. The role of the group is to utilise research based evidence to identify any health trends that are likely to impact on the health of our workforce and to implement measures to reduce any adverse effects of these. The group will be strategic with operational aspects carried out by the Employee Wellbeing Group and other local HWL working groups. Chaired by the Directors of Public Health and Human Resources & Organisational Development, the group has membership representing both Acute and HSCP.
- 3.2. Employee Wellbeing Group
 - 3.2.1. The role of this group is to establish a 'core' action plan for Staff Health and to coordinate the *NHSGGC (incorporating Acute, Facilities and Corporate)* sub groups. Key activities will be maintenance of the HWL Award Gold Portfolio and supporting Staff Health activities as set out by the *Health Promoting Health Service* framework.
 - 3.2.2. Membership will include: a rep from each cluster sub group and a disability forum rep, as well as representation by corporate functions such as Occupational Health, Health & Safety and Health Improvement.
- 3.3. HWL Sub groups / Working groups

3.3.1. Local sub / working groups will develop and implement local action plans to improve staff health and collect local evidence for the HWL Award portfolio.

4. Issues to consider

- 4.1. There is a requirement for staff to be covered by a 3 year staff health strategy and annual Action Plans as part of HWL Gold award. Discussion may be required regarding single NHSGGC strategy or separate ones for HSCPs.
- 4.2. The Scottish Centre for HWL has verbally agreed that the organisation will maintain its Gold HWL status after re registration, assuming that the current Gold level action plans continue to be implemented. A formal proposal for re registration to be submitted by end May 2016.
- 4.3. One HWL Portfolio per registration will be required in order to achieve the award – however all registrations may benefit by sharing core sections of evidence on Board-wide activities eg: policies, Communication plans. This might be done by HSCP working groups linking with the Employee Wellbeing Group.
- 4.4. To ensure activities are planned and carried out locally, dynamic and regular sub/working groups are crucial. Ideally, members should be allocated by senior managers and be given time to carry out the duties of membership.
- 4.5. It is suggested that hosted functions be incorporated into the HWL registration of the host entity, however this may require discussion.

Appendix 1

Proposed re-registration of NHSGGC for Healthy Working Lives Award - April 2016

