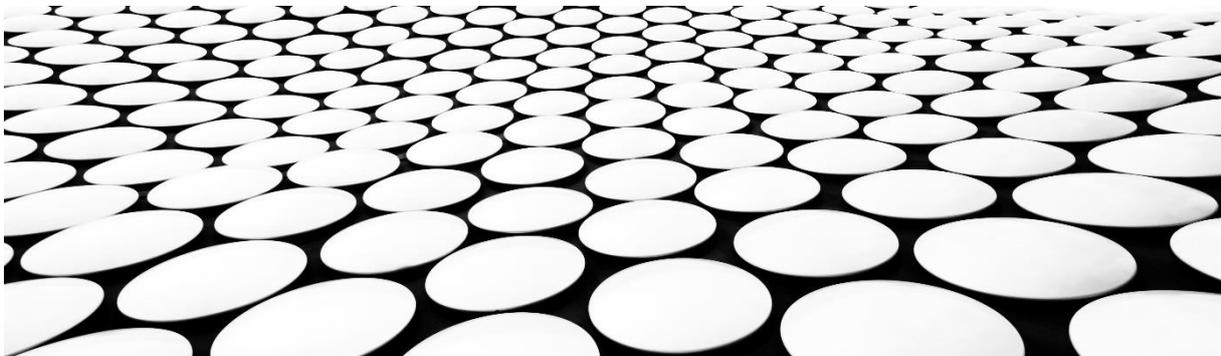

Port Skills & Safety

Findings of

**Port Employers' Survey on Mental Health and
Wellbeing**

21 April 2021



Contents

- 1. EXECUTIVE SUMMARY ----- 3
 - 1.1. FINDINGS ----- 3
 - 1.2. CONCLUSIONS ----- 3
- 2. BUSINESS COSTS OF MENTAL ILL-HEALTH ----- 4
- 3. THE SURVEY ----- 4
- 4. FINDINGS ----- 5
 - 4.1. POLICY & LEADERSHIP ----- 5
 - 4.2. CAMPAIGNS, INFORMATION AND TRAINING FOR EMPLOYEES ----- 5
 - 4.3. PROVISION OF INDIVIDUAL SUPPORT ----- 5
 - 4.4. MANAGEMENT TRAINING/ROLE OF MANAGERS ----- 5
 - 4.5. HEALTH ----- 6
 - 4.6. FLAGGING THE NEED FOR MENTAL HEALTH INTERVENTIONS ----- 6
 - 4.7. HIRING AND WORKPLACE ADJUSTMENTS ----- 6
 - 4.8. MONITORING MENTAL HEALTH AND WELLBEING ----- 7
 - 4.9. SIGNPOSTING EMPLOYEES TO ADDITIONAL SUPPORT / RESOURCES ----- 7
- 5. CONCLUSIONS ----- 8
- 6. DETAILED RESPONSES (ANONYMISED) ----- 9
- APPENDIX 1 - STRESS AND THE LAW ----- 22

Findings of Employers' Survey on Mental Health and Wellbeing

1. EXECUTIVE SUMMARY

Most employers recognise the vital importance of good mental health in the journey to provide healthy and safe workplaces. The challenge is to step from that principle into concrete action. Taking steps to improve the management of mental health in the workplace should enable employers to save 30% or more of the £26 billion each year cost of mental ill-health.

This report summarises the findings of a study into the actions employers are already taking. It allows organisations to benchmark what is being done practically in the sector, inform their own thinking and take action based on their own gap analysis. This survey mainly considered *Tertiary* actions by employers; those aimed at supporting those experiencing mental ill-health. The *employer's first duty is however to prevent work-related ill health so far as reasonably practicable*. The Health and Safety Executive's [Management Standards](#) preventive, approach to reducing work-related stress is an essential first consideration.

1.1. Findings

- **Policy & Leadership** - all had a specific mental health plan, or mental health component in their overall health and safety plan
- **Campaigns/Training** - provided to all employees
- **Individual support** - all provided facilities to support individuals (e.g., EAP, Mental Health First Aiders)
- **Manager training** - all provided mental health specific training for managers
- **Identifying risk** - most had defined ways of 'spotting' persons in need of support
- **Adjustments** - all had process to allow workplace and adjustments
- **Monitoring** - all monitored and reported on mental health internally
- **Signposting** - all signposted external sources of help to their employees

1.2. Conclusions

Respondents have put policies/mechanisms in place to manage mental ill health impacts on their workforce. Typically, these provide support in depth including: awareness raising, mental health first aid, occupational health, employee assistance programmes, one-to-one professional counselling, on-line resources and signposting to third party support. The significant majority train their managers and supervisors to recognise mental ill-health signs and are monitoring and reporting mental health data internally. While this was a small sample, the findings tie to recognised good practice and can be used by ports to conduct their own gap analysis and formulate or amend their arrangements accordingly.

Findings of Employers' Survey on Mental Health and Wellbeing

2. BUSINESS COSTS OF MENTAL ILL-HEALTH

91 million days are lost each year due to mental health problemsⁱ. The estimated total cost to employers is nearly £26 billion each year; equivalent to £1,035 for every employee in the UK workforce.

Peter Kelly, senior psychologist at the HSE and guest at the PSS Mental Health round table (25 March 2021) is unequivocal. Workplace mental health is an existential issue for all organisations.



Employers have a duty to **Prevent** workplace related ill health; **Promote** mentally healthy workplaces and **Support** employees experiencing work related ill health. Taking simple steps to improve the management of mental health in the workplace should enable employers to save 30% or more of these costs a year. The challenge then, is to step from principle into concrete action.

3. THE SURVEY

In February 2021, ports were invited to complete a survey to discover what actions employers were already taking to support positive workplace mental health and wellbeing. The survey comprised 13 main questions. Depending on responses to these questions a maximum of 38 supplementary questions could be responded to. The questions were from an existing, tested, [MIND](#) survey and are associated with the [Thriving at work](#)ⁱⁱ model.

This report summarises the findings of the ports study. It is intended to help organisations to benchmark what is being done practically in the sector, inform their own thinking and take action based on their own gap analysis.

Note: Most of the questions in the survey focus on the *tertiary* controls put in place by the ports; the systems for identifying and supporting those who are experiencing mental ill-health. The employer's first duty is however to prevent work-related ill health so far as reasonably practicable. The Health and Safety Executive's [Management Standards](#), approach to reducing work-related stress is an essential first consideration [\(see APPENDIX 1\)](#)

4. FINDINGS

4.1. Policy & Leadership

All ports in the survey had either a specific mental health plan, or mental health component in their overall health and safety plan. Approaching 70% of respondents had specific leadership commitment and/or Exco/Board mental health champion. This is the starting point, the success of everything else depends on it. But it is also not enough on its own.

4.2. Campaigns, information and training for employees

All respondents ran campaigns, provided their own sourced information and access to third party information. Half reported that they ran wellbeing or engagement forums. Both general (awareness) and specific theme (suicide prevention, isolation, bereavement, etc.) campaigns had been delivered, sometimes tied to national events such as mental health awareness week. One respondent had provided financial planning sessions for staff. Others delivered e-learning (such as Mates in mind 45-minute awareness sessions) and toolbox talks. All respondents had addressed employee awareness using at least one, and often more than one, method/channel.

4.3. Provision of individual support

All respondents provided personal support via a combination of one or more of: employee assistance programme, occupational health and mental health first aiders. 83% deployed mental health first aiders and either already had these in place or had a plan to bulk up their mental health first aider provision.

Most respondents augmented their support through intranet portals/pages or apps. Most had mechanisms in place to offer one-to-one interventions by competent persons on a case-by-case basis i.e., above and beyond the mental health first responders. Core information was always available to all employees. Some respondents had or were developing additional specific resources for managers and/or mental health first aiders.

4.4. Management training/role of managers

All respondents said that mental health was an explicit element of the policies, training and support provided to supervisors and managers as part of overall effective people management. All respondents also raised awareness amongst colleagues that physical and mental health are equally important. All but one organisation:

- provided managers with training on mental health and stress management – including how to spot the signs and how to have supportive conversations

Findings of Employers' Survey on Mental Health and Wellbeing

- had clear guidelines for managers on managing mental health issues and resources available to them
- actively encouraged and supported positive manager behaviours e.g., including mental health conversations within regular one-to-ones.

One organisation had taken a different path on these three activities with their focus being on specialist capability provision via mental health first aiders.

Specific examples of additional manager support included: annual training/awareness; a domestic abuse awareness toolkit; training to recognise basic issues; e-learning modules on managing stress and mental health in the workplace; taught sessions on supporting and managing mental health in the workplace and mental health and employee wellbeing guidelines. In some cases, documents were provided to help facilitate conversations on mental health, such as supervision templates and return to work forms with wellbeing related questions.

4.5. Health

A range of physical health provisions were noted to support employees. These included: flu vaccination, provision of prescription glasses and access to Occupational Health practitioners. Mental health components were typically built into the Occupational Health Plan with mental health resources and referrals available through occupational health. One organisation had consciously chosen not to have mental health first aiders, electing to use a combination of an employee assistance programme and occupational health professionals instead. One respondent had provided alternative methods of hypnotherapy and counselling.

4.6. Flagging the need for mental health interventions

Most respondent organisations had a defined programme of mental health interventions at regular intervals throughout employment. These typically relied on a combination of *procedural* (e.g., sickness interviews, routine medicals/screening), *managerial* (e.g., line manager engagement, 1:1s, communication) *specialist* (e.g., mental health first aiders, occupational health, HR) and self-referral (e.g., via EAP). There was consistent use of multiple ways of engaging and capturing risk indicators ('in depth' rather than single point of failure). Nobody appeared to be relying on a single indicator/method.

4.7. Hiring and workplace adjustments

All respondents had policy or procedure to allow adjustments to be requested at interview and to action them accordingly. For existing employees, 100% of respondents would consider the following on a case-by-case basis: changes to working hours or break patterns; changes to the local job environment / workstation; phased return to work; changes to role (temporary or permanent)/ allocation of tasks and coaching/ mentoring/ buddy systems. One

Findings of Employers' Survey on Mental Health and Wellbeing

organisation also listed flexible working. It was noted that union representatives had been very supportive, but that typically this was something that the employee themselves would initiate. 83% of respondents explicitly factored mental health considerations into decisions on working practices. With activities including: risk assessments, 1 to 1s, wellbeing action plans, adjustments to workplace and welfare facilities (light/space/breakout); increased occupational health provision and remote working.

4.8. Monitoring mental health and wellbeing

All ports set priority topics and targets and monitored and reported on mental health in some way. Over half used the results of separate categories within absence monitoring to understand risk factors and reported these findings internally to the Exco or Board. One third also reported the findings externally beyond the port. Half conducted staff surveys. None used team mental health audits (this was the only activity or option in the entire survey that nobody had implemented).

4.9. Signposting employees to additional support / resources

All respondents signposted employees to additional support and resources. All signposted to: clinical help or NHS services; digital support (e.g., Apps), employer-purchased occupational health or employee assistance programmes and other external organisations.

Other named external support included (alphabetical order, text taken from their web sites):

[British Occupational Hygiene Society](#) (BOHS) is a science-based, charitable body that provides information, expertise and guidance in the recognition, control and management of workplace health risks.

[Health is Wealth](#) corporate health and wellbeing consultancy

[Mates in Mind](#) a registered UK charity raising awareness, addressing the stigma of poor mental health and promoting positive mental wellbeing across workplaces.

[Mental Health UK](#) supports people affected by mental health problems including friends, family and carers. Working across the UK to improve understanding and provide vital care.

[Mind](#) provides advice and support to empower anyone experiencing a mental health problem. Campaigns to

Findings of Employers' Survey on Mental Health and Wellbeing

improve services, raise awareness and promote understanding.

Park Health and Safety

"Occupational Hygienists to capture risk"

Samaritans

"Every seven seconds, Samaritans respond to a call for help. No judgement. No pressure. They are there for anyone who needs someone."

Solent Mind

"...mental health training and their dedicated app has also received positive feedback from staff."

5. CONCLUSIONS

From the survey sample, port organisations recognise and have put into place policies and mechanisms for identifying potential mental ill health impacts on their workforce. They are typically providing support in depth including: awareness raising, mental health first aid, occupational health, employee assistance programmes, one-to-one professional counselling, on-line resources and signposting to third party support. The significant majority are training their managers and supervisors to recognise mental ill-health signs and are monitoring and reporting mental health data internally.

It is worth noting that this was a small sample. Arguably, those who are more confident in their provision are more likely to complete what was a comprehensive survey. It is noted also that the pressures of work and time in pandemic conditions may have limited the opportunity for some organisations to respond.

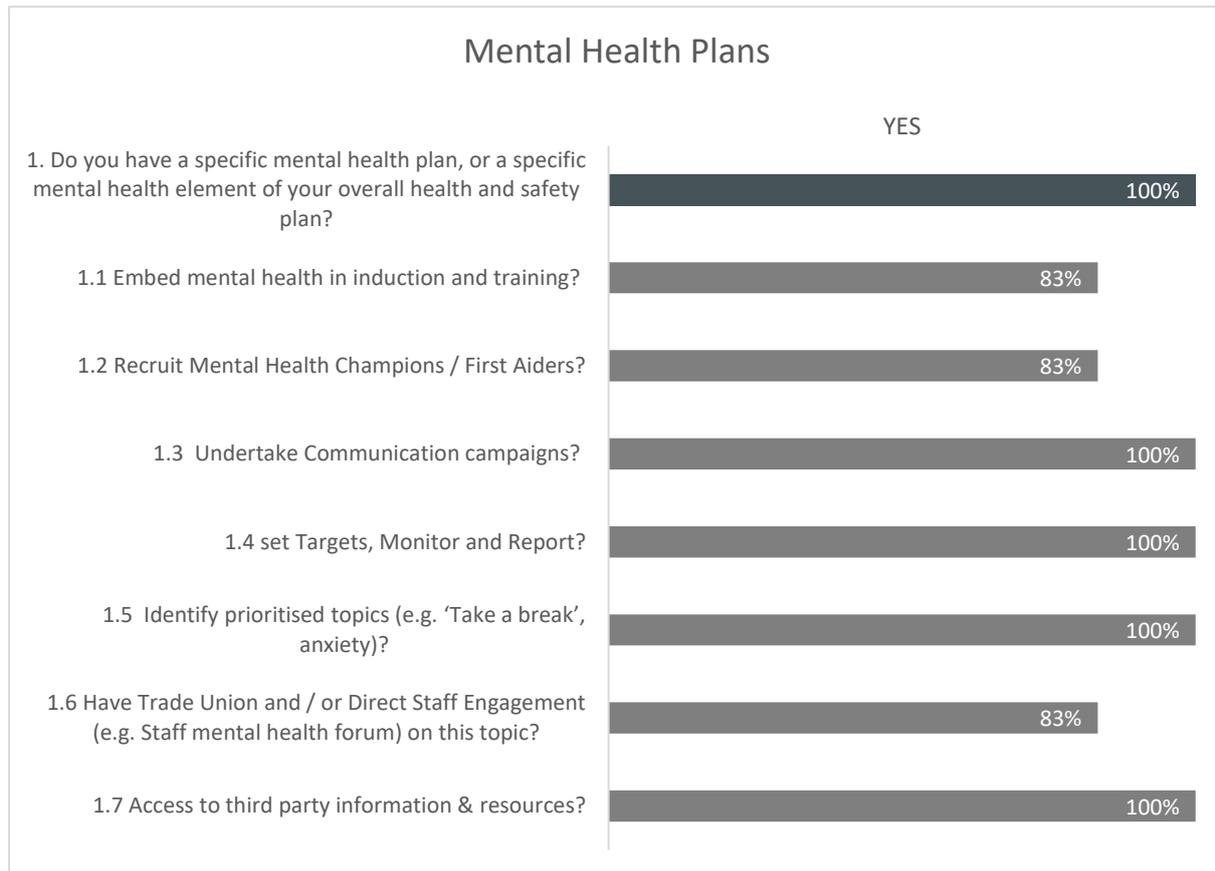
The survey mainly addressed Tertiary action by employers. Implementation of stress policy and risk assessments were not formally addressed in the survey. The employer's first duty is however to prevent work-related ill health so far as reasonably practicable. The Health and Safety Executive's Management Standards preventive, approach to reducing work-related stress is an essential first consideration.

Further contributions should be sought to provide a more reliable data set. However, the findings do tie to recognised good practice and can be used by ports to conduct their own gap analysis and formulate or amend their arrangements accordingly.

Findings of Employers’ Survey on Mental Health and Wellbeing

6. DETAILED RESPONSES (anonymised)

1. Do you have a specific mental health plan, or a specific mental health element of your overall health and safety plan?



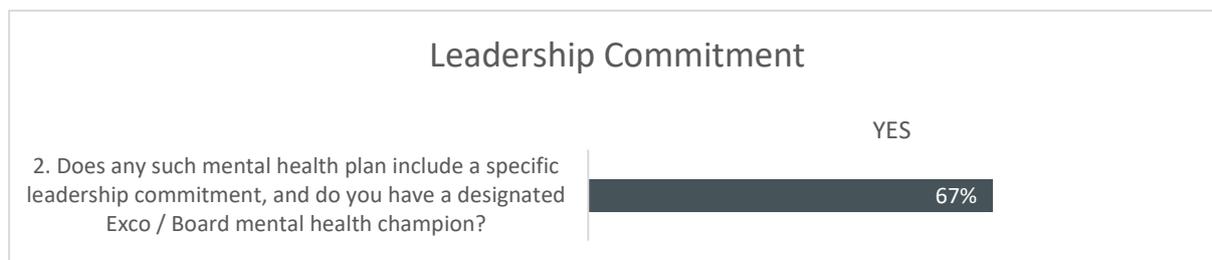
Others that are particularly useful / significant:

<u>Area</u>	<u>Collective responses</u>
Policies and Pledges	<i>The organisation is signed up to the [name] employer pledge. As part of this plan, it includes recruiting wellbeing champions, promoting awareness of mental health, raising awareness of information and support available and providing managers with training to support the mental health of their staff. A focused Mental health Policy. Delivery against “Thriving at Work”. Policies – Stress and Mental Health</i>
Wellbeing Meetings	<i>Staff wellbeing meetings. Wellbeing MOTs. Wellbeing workshops. Social networks.</i>

Findings of Employers' Survey on Mental Health and Wellbeing

<u>Area</u>	<u>Collective responses</u>
Health	<i>Flu vaccination, Provision of glasses; Access to Occupational Health; Occupational Health Physician and OH Advisers. Mental health components are built into the Occupational Health Plan. Occupational Health resources and referrals. Alternative methods – hypnotherapy and counselling.</i>
Safety	<i>A safe working environment (safety is at the heart of all that we do), Relevant PPE. Adjusted duties and associated documentation such as stress risk assessments.</i>
Individual Support	<i>Colleague Assistance Programme; Individual counselling; Employee Assistance Programme. Supporting people – sickness and absence, work life balance. Mindfulness</i>
Campaigns	<i>Support mental health awareness week and Suicide prevention day. Local campaigns. Raising awareness (open conversations, engagement forums). Suicide prevention</i>
Financial	<i>Better with Money financial planning sessions for all staff</i>
Manager Training	<i>Managers annual training/awareness. Domestic Abuse toolkit for managers. Training managers to recognise basic issues</i>
Employee Training	<i>e-learning & toolbox talks for all employees</i>

2. Does any such mental health plan include a specific leadership commitment, and do you have a designated Exco / Board mental health champion?

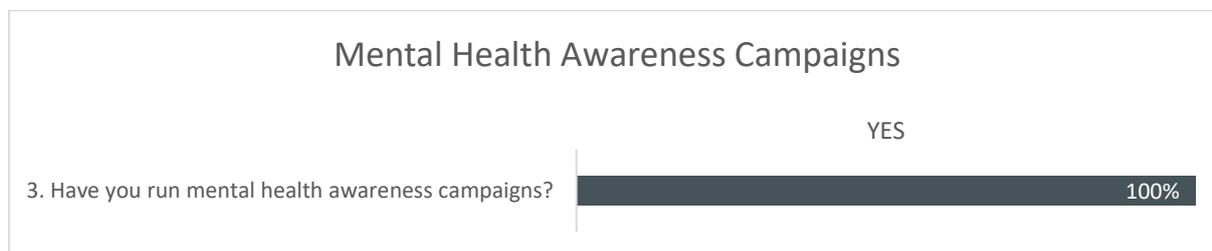


If you have a designated Senior Leader as a mental health champion, who is it? (e.g., Chairman, Senior Non-Executive Director):

Findings of Employers' Survey on Mental Health and Wellbeing

- *The Time to Change Employer pledge also states the role senior leaders have in creating a culture within their teams to support the mental health of their staff. The Port also has a number of its senior leader team who are Mental Health First Aiders. There is a dedicated Staff Wellbeing Co-ordinator who works with the Ports Senior management team to support the wellbeing of their staff at the Port.*
- *People, Communications & Sustainability Director*
- *Reported to the Board Annually. Led by OH/HR*
- *Not in the plan, we have a mental health pledge that is being updated in conjunction with Maritime UK.*
- *We do have a Board member and Exec member who are responsible for H&S and specifically mental health.*
- *Commitment given by the executive and the OH plan signed by CEO however no, one nominated senior leader*

3. Have you run mental health awareness campaigns?



If so, are they 'general' or around specific themes (and if so, which):

- *We run a number of the national mental health campaigns throughout the year. Time to talk day in February, Mental health awareness week in May and World Mental health day in October. These campaigns help to raise awareness and the Wellbeing champions help to facilitate and run a number of activities linked to these campaigns such as Tea and talk sessions.*
- *General*
- *We don't tend to run campaigns but instead incorporate a mental health and well-being into everyday life through regular communications.*
- *Both e.g., suicide awareness, mental health apps, poster campaigns, EAP, filmed content, live comedy communications intervention on general mental health. In plan: individual mental health assessment, guidance and wider messaging*
- *MH Awareness for all – Mates in mind 45-minute session (via LMS)*

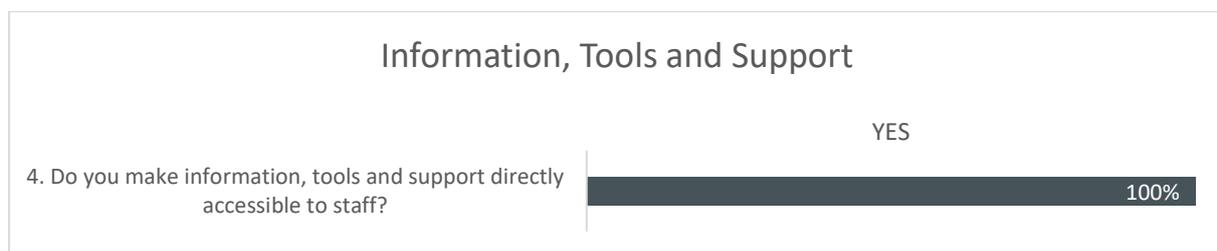
Findings of Employers' Survey on Mental Health and Wellbeing

- *General topics covered but specifically relating to the current pandemic and isolation, bereavement, concerns over family members etc.*
- *Employee Assistance Programme roll-out with emphasis on mental health aspects*

Any other comments – including any particular observations on what worked well and what didn't:

- *From the Port's perspective, some communication/engagement sessions are not as well attended as we would hope and the low attendance does not bring forth much conversations or observations. The Port Senior management are investigating this with the Wellbeing Champions how best to get more engagement from staff across all levels of the Port.*
- *We manage on a case-by-case basis and employ individually tailored solutions to each situation.*
- *Employee surveys indicate they are aware of support available and positive feedback on additional materials during the pandemic. Comedian – didn't work with the office-based team, but worked extremely well with the Site based teams.*
- *Difficult during past year given COVID-19 considerations however communications have regularly gone out including roll-out of new EAP provision which was well-received and utilised.*

4. Do you make information, tools and support directly accessible to staff? All staff or staff designated because of role / expertise or seniority?



If yes, could you share any more details on what information, tools and support you've made available to staff:

- *We circulate conversation starters before wellbeing meetings as a way of breaking the ice. All employees are aware that if they need any guidance or assistance, they can approach the mental health and wellbeing Champions*
- *Employee Assistance Programme and Mental Health First Aiders*

Findings of Employers' Survey on Mental Health and Wellbeing

- *Mobile App on Health & Well-being*
- *EAP wellbeing portal and app*
- *Occupational Health intranet portal*
- *Posters/leaflets regarding mental health distributed to welfare facilities*
- *All employees are able to access the Assistance Programme with the information being freely available on the Intranet. In addition, we have communicated its availability via our internal magazine. We also presented an overview during our [all employee meetings]. Our management style is supportive and any person who approaches a Line Manager in need of support, will have their concerns listened to and support investigated either via the Manager or in conjunction with HR.*
- *Intranet has information and toolkits for all staff. Specific manager guidelines and toolkits.*
- *We are improving this for 2021, particularly information more specifically aimed at senior grades and Mental Health First Aiders. We have a dedicated intranet page which is accessible to all.*
- *Some information aimed specifically at managers in order to support their teams – sent directly to them*

Have you taken an approach to who can directly access information, tools and support – e.g., line managers, supervisors, Mental Health Champions / First Aiders:

- *All information and support is provided to all staff members at the Port.*
 - *No [specific policy approach taken]*
 - *All colleagues can access the Colleague Assistance Programme. Managers also have access to a management area of the Colleague Assistance Programme which provide specific information and tools on how they can best support their team.*
 - *All employees*
 - *All employees.*
 - *At present, information available to all however next phase will involve a managers' area.*
5. Do you have a defined programme of mental health interventions (e.g., checks as part of routine medicals, programmatic encourage to open conversations etc.) at regular intervals throughout employment?

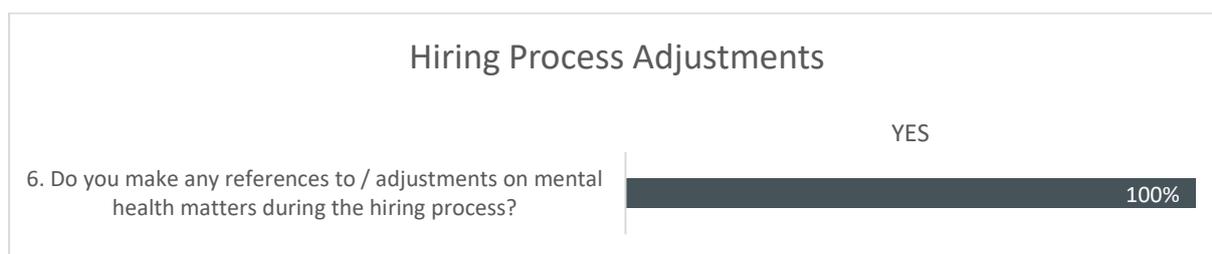
Findings of Employers' Survey on Mental Health and Wellbeing



If yes, feel free to comment on what regular / repeating programmes you have:

- *If any staff member identified through supervision, sickness interviews and 1-1s and needing further intervention this would be made available through the Employee Assistance Support line which is 24/7. Referral to medical officer would be available through HR*
- *Mental Health First Aiders / HS&W / HR are able to refer people who have issues to counselling if any concerns are raised either directly or indirectly*
- *Our Managers are in regular communication with their teams and are very good at understanding when someone may not seem themselves and offering support. During Covid, Managers at all levels across the Port have recognised the challenges that lockdown presents professionally and personally. On a regular basis Managers have taken the time to ask colleagues how they are and where necessary, offer support.*
- *OH support e.g., referral to CBT, individual programmes, health surveillance medicals. Managers and employees can ask OH to arrange counselling. EAP.*
- *Routine medicals pick issues up.*
- *1:2:1's through line management engagement*
- *Routine health screening involves assessing mental health as well as physical ability.*

6. Do you make any references to / adjustments on mental health matters during the hiring process?



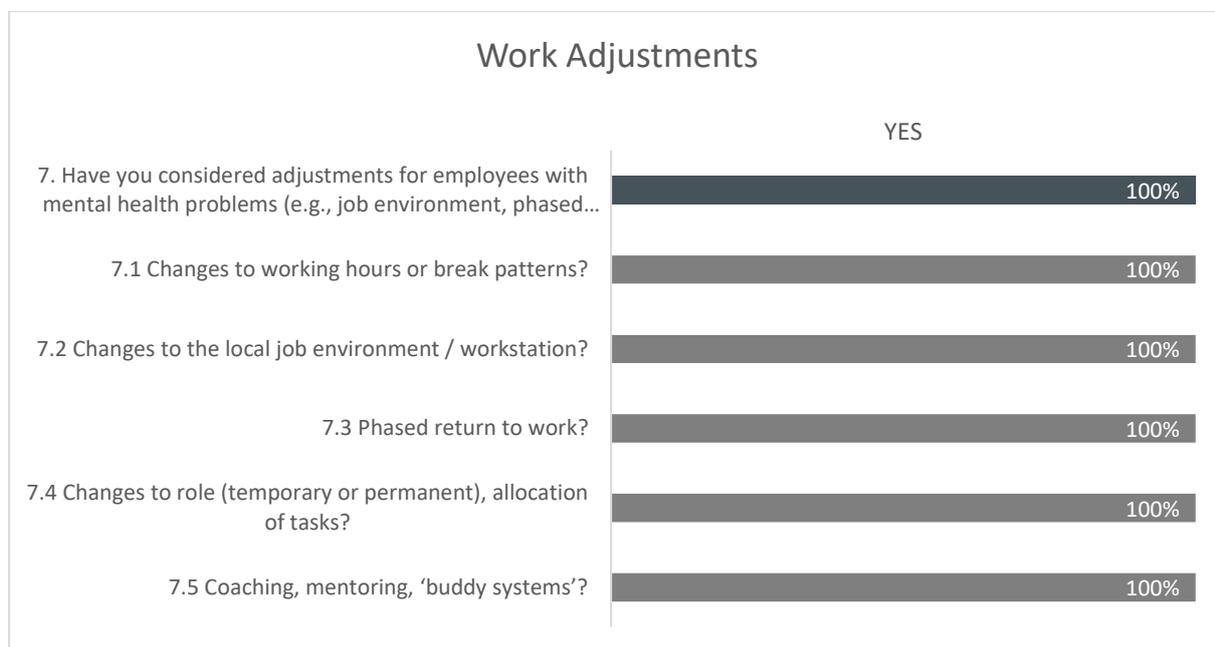
Comments

- *We would take these into account if requested by a candidate.*
- *Reasonable adjustment are referenced in the Recruitment and Selection Policy*

Findings of Employers' Survey on Mental Health and Wellbeing

- *We ask in the interview invite if any adjustments are required. This is a general statement which covers any adjustments not just mental health.*
- *We do not actively discuss this at hiring stage, during interviews etc. But the pre-employment questionnaire covers mental health and is discussed with the OH Physician, prior to employment.*
- *Pre-placement questionnaire asks regarding mental health issues so as adjustments can be recommended if required*

7. Do you consider adjustments for employees with mental health problems? If yes, what have you considered?

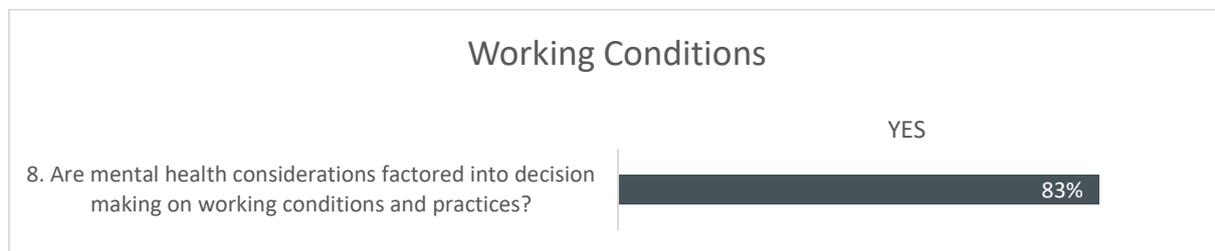


Others

- *We make all of these available when considering those with mental health problems. Our return-to-work forms and wellbeing action plans help inform these decisions.*
- *Flexible Working Requests*
- *All of the above. A couple of examples where specific external coach appointed to support employees e.g., coping mechanisms*
- *Case management. Health support for new and existing conditions.*
- *All of the above apply dependent upon individual need and often based on an individual risk assessment. Coaching/mentoring tends to come from Occupational Health via regular reviews and managers on a day-to-day basis rather than using "buddy" systems. Union representatives tend to be very supportive in many instances but this is down to the individual to instigate.*

Findings of Employers' Survey on Mental Health and Wellbeing

8. Are mental health considerations factored into decision making on working conditions and practices?

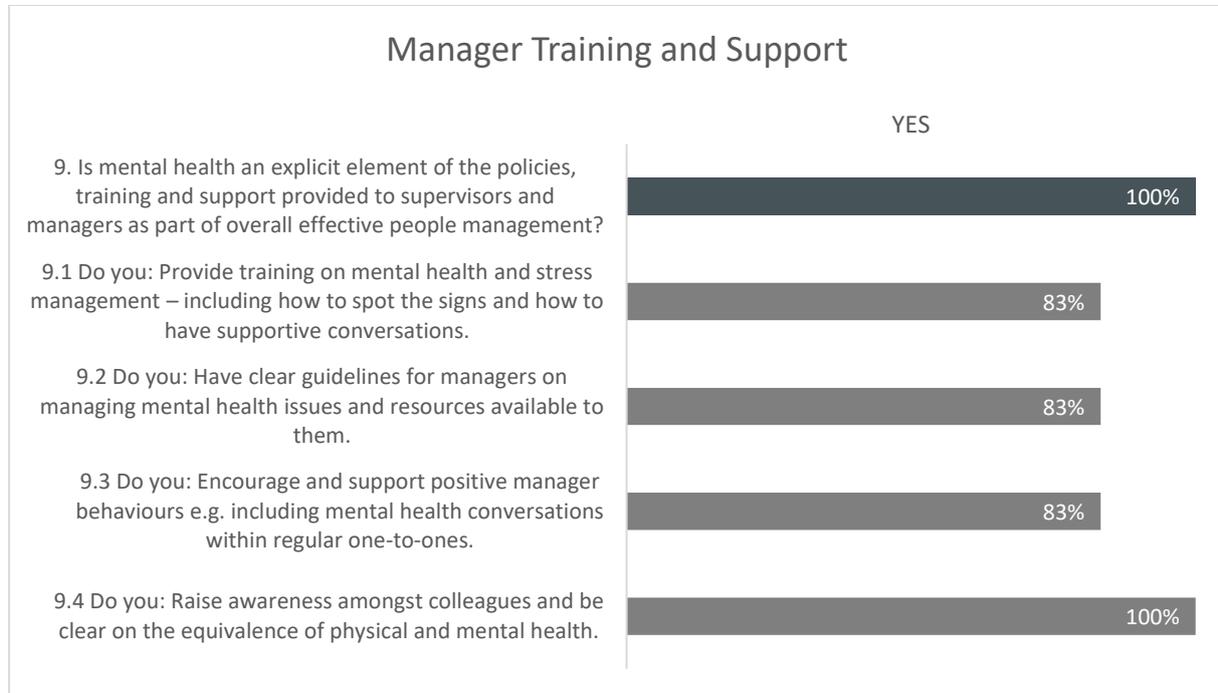


Comments

- *Managers carry out regular meetings with their team and also in 121's, where an employee might be more comfortable in expressing their needs. Wellbeing action plans can be used to help facilitate these conversations.*
- *Included in COVID-19 Risk assessments*
- *Risk Assessment*
- *We recently created a new open plan environment which brings together teams across the Port – 'One Team'. When designing this new layout, time was devoted to considering individual needs (above the basic desk and chair requirements) and office design with the new environment having lots of natural light, breakout area for lunch rather than eating at your desk. This environment has been adjusted due to Covid 19.*
- *We offer a Working Remotely option which offers greater flexibility in terms of work/life balance. Many colleagues report it also reduces stress due to not having to commute on as many days.*
- *Improvements in working conditions including welfare facilities, working hours and increasing Occupational Health resource are key factors in business priorities and acknowledging that the wellbeing within the workplace is important.*

Findings of Employers' Survey on Mental Health and Wellbeing

9. Is mental health an explicit element of the policies, training and support provided to supervisors and managers as part of overall effective people management? If yes, how?



Others that are particularly useful / significant

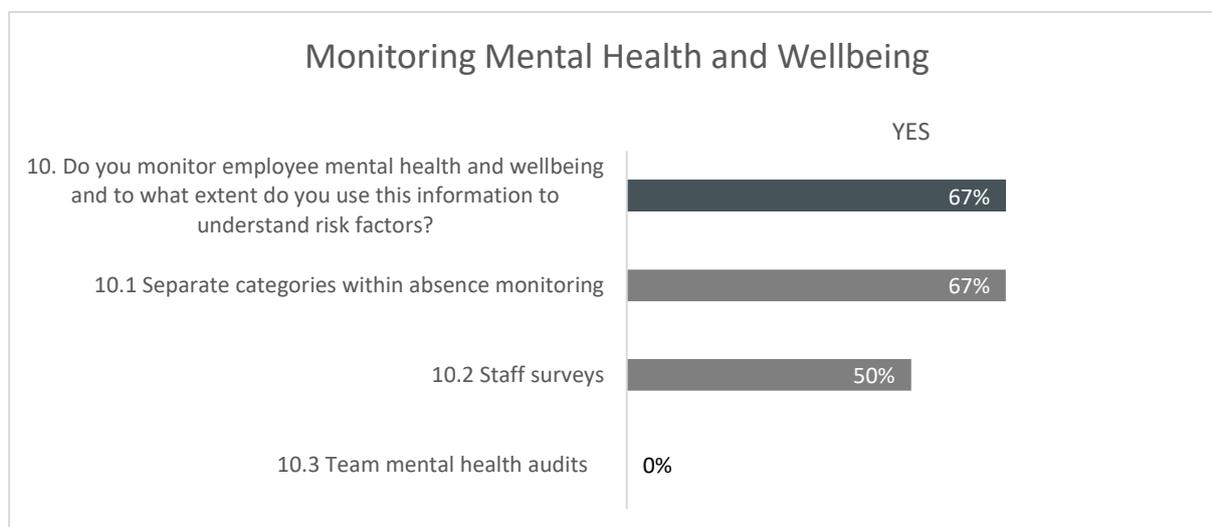
- *[The organisation] has a dedicated wellbeing policy. This policy helps to raise awareness of the resources and tools available to support the wellbeing of all staff. It also details the roles managers play in supporting wellbeing and also what we expect from employees. The [organisation runs] a programme of mental health training for managers at the Port. These range from e-learning modules on managing stress and mental health in the workplace to physical sessions on supporting and managing mental health in the workplace.*
- *The [organisation] provides a manager essentials programme with a number of wellbeing and resilience modules. These include resources such as supporting staff with their mental health and employee wellbeing guidelines. The manager essential pages also have documents to help facilitate conversations on mental health, these include supervision templates and return to work forms that all include wellbeing related questions.*
- *We have wellbeing action plans that can be used to support the mental health of staff. Our yearly campaign calendar helps to raise awareness of physical and mental health and how we want our staff to feel like they can be as open about their mental health as they are about their physical health. The programmes sit under the H&S manager.*
- *Wellbeing is weaved into our everyday working life with managers asking their teams how they are on a regular basis and send regular wellbeing communications. The*

Findings of Employers’ Survey on Mental Health and Wellbeing

Assistance Programme provides information to managers on stress, how to spot the signs and how to provide support. [This can be followed up by] telephone advice, and offers 6 face to face counselling sessions and an online Cognitive Behavioural Therapy module.

- *Sharing apps; intranet source of assistance, but most successful – OH Physician sessions with groups of managers specifically on mental health awareness*
- *Active Mental Health First Aiders*
- *This area is limited at present due to Covid-19 limitations – proposed training has had to be deferred but currently planned to recommence.*
- *EAP information for managers provided as an interim measure and stress policy and associated risk assessment is readily available.*
- *Toolbox talks have been given in some areas to raise employee awareness as has communications over the available support both through the EAP and locally.*

10. Do you monitor employee mental health and wellbeing and to what extent do you use this information to understand risk factors?



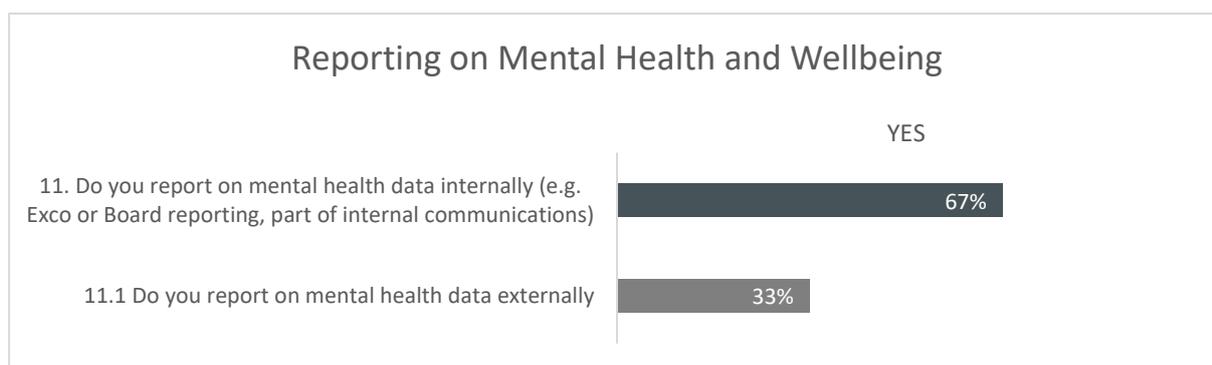
Others

- *The [organisation] runs a yearly staff survey with a number of wellbeing questions. These surveys have shown an increase in port staff knowing where to access information for their wellbeing and feeling support around their mental health.*
- *This month we have also started to run a wellbeing pulse survey to check the current levels of wellbeing across all departments.*
- *In the regular staff meetings, team meetings and 121 meetings.*

Findings of Employers' Survey on Mental Health and Wellbeing

- *If one particular area was showing high levels of work-related stress absence, we would look to review the working arrangements in this area.*
- *EAP – reasons for accessing. Counselling – counsellors provide annual report on any key themes. EAP identified that employees were accessing for family/legal reasons e.g., divorce*
- *Referral by managers/self-referral to Occupational Health – OH stats monitored and reported monthly. Areas where there are increased cases of mental health issues are easily identifiable and where there are work-related elements, this is raised with the senior management team to identify whether behaviours or workloads need to be addressed.*

11. Do you report on mental health data internally (e.g., Exco or Board reporting, part of internal communications) and/or externally?

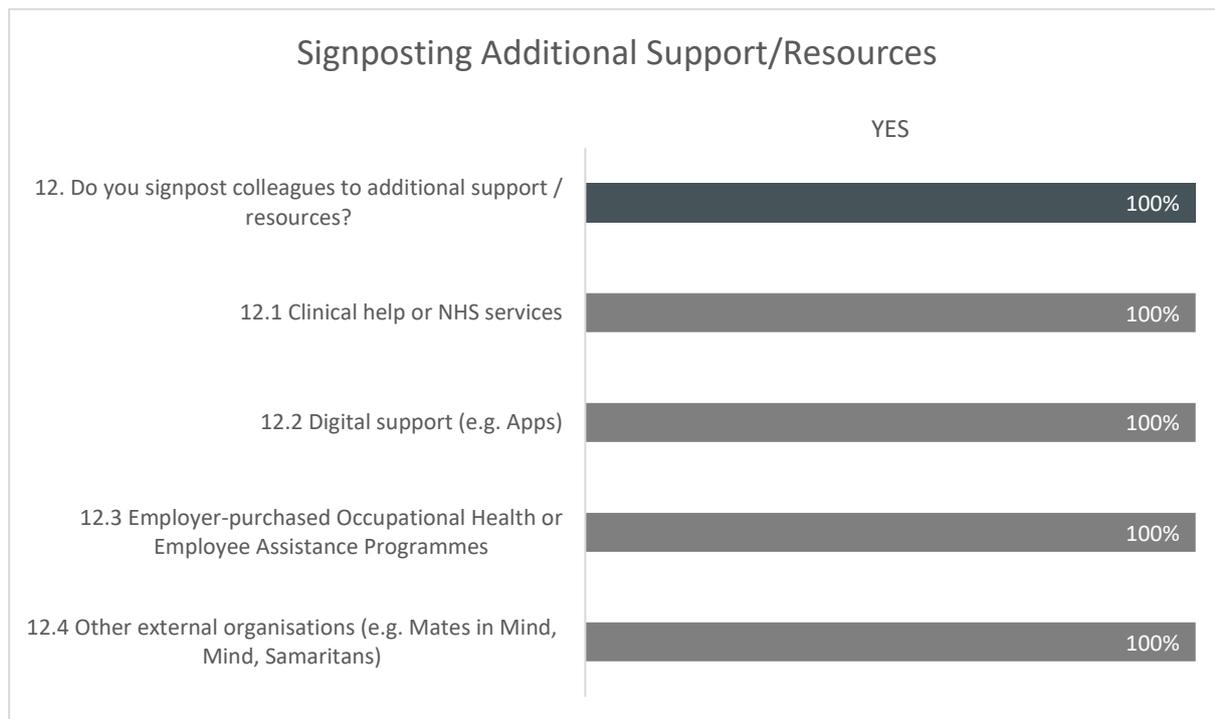


Comments

- *The Port's absence data is included as part of internal reporting. We report information on absence in relation to psychological reasons such as stress, anxiety and depression and also Psychological reasons that are work related.*
- *Our Board attend the [all-employee meetings]. In addition, Board members demonstrate a real interest in the well-being of our teams particularly during Covid.*
- *Annually to the Board; Externally to PSS*
- *For 2021, we have a measure for health reporting and we have a maturity matrix for health and some mental health aspects.*
- *Mental health Occupational Health data is published in the monthly report to the board*

12. Do you signpost colleagues to additional support / resources? If yes, how?

Findings of Employers' Survey on Mental Health and Wellbeing



Others that are particularly useful / significant

- The Port has access to dedicated wellbeing pages. We have included a screenshot of some of the topics that are available to staff. These pages include information and guidance as well as signposting to national services such as Every Mind matters and Mind local services such as Talking Change, Positive Minds and Solent Mind.
- *The Coronavirus pages also include a number of services and Apps available to staff to support their wellbeing throughout the pandemic.*
- We promote not only our Colleague Assistance Programme but also other support that is available locally that we may become aware of.
- *We use a combination of the above. Usual first port of call is Occupational Health however managers often give employee assistance programme information.*

13. Do you have any particular recommendations of 3rd party support / resources?

- *Solent Mind. They have been procured to provide mental health training and their dedicated app has also received positive feedback from staff.*
- *Occupational Health Company Doctor*
- *Mental Health UK*
- *Health is Wealth*
- *Luminaries*
- *Mates in mind*
- *Mind*
- *Samaritans*

Findings of Employers' Survey on Mental Health and Wellbeing

- *Occupational Hygienists to capture risk*
- *British Occupational Hygiene Society (BOHS)*
- *Effective EAP is valuable – some easier for employees to engage with than others.*
- *Consider local charitable organisations or NHS IAPT services available with a self-referral procedure*

APPENDIX 1 - STRESS AND THE LAW

When addressing workplace mental ill-health, the HSE spotlight stress: [Stress at work - HSE](#). Stress is a major cause of sickness absence in the workplace. Under the Health and Safety at Work etc. Act 1974, employers have a legal duty of care to protect the health, safety and welfare of their employees and other people who might be affected by their business. Employers must do whatever is reasonably practicable to ensure that workers and others are protected from anything that may cause harm, and effectively control any risks to injury or health that could arise in the workplace.

Under the Management of Health and Safety at Work Regulations 1999, Risk assessments should be carried out that control all risks that might cause harm in the workplace. Therefore, employers must protect employees from work related stress by performing a reasonably practicable risk assessment and acting on it.

When undertaking any risk assessment activities, the hierarchy of risk control is mandatory to control hazards and minimise risk. Once the level of risk is calculated, employers should decide on the precautions or controls needed to reduce the risk. The following risk controls must be used in order of priority. 1) Elimination 2) Substitution 3) Engineering controls 4) Administrative controls 5) Personal protective clothes and equipment. Arguably a risk assessment would not be considered reasonably practicable if the controls were not followed in the order shown, and simply jumping to the easiest control measure to implement.

The Health and Safety Executive's [Management Standards](#) advocate a preventive, population-based approach to reducing work-related stress. This approach involves targeting six main working conditions (i.e., demands, control, support, relationships, role, and change) and specifying management practices that will help to ensure that these potential sources of stress do not actually act as stressors for employees. In this way, the Management Standards will promote better mental health (or less stress) and business, or productivity outcomes with a reduced need for tertiary systems to tackle work related mental stress.

ⁱ Mental Health at Work: Developing the business case (Sainsbury Centre, 2007)

ⁱⁱ [Thriving at work, The Stevenson / Farmer review of mental health and employers](#), HM Government Oct 2017