Environment Department □ People Managers Event

# Wednesday 17th June 2020

# @ 9am

# MS Teams

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| **9:00 – 9.15** | Welcome by the Director |
| 09:15- 09:45 | HR – Managing annual leave / Recording Covid19 related absence (*Kim E Richards / Steve Ebsworth)* |
| 9.45-10:15 | Health & Wellbeing - Session 1 *(Leanne Bird / Gemma N Seaman)* |
| **10:15 – 10:35** | **Coffee** |
| 10:35 – 11:05  11:05 -11.30 | Health & Wellbeing – Session 2 *(Leanne Bird / Gemma N Seaman)*  Keeping in Touch ideas *(Director)* |
| 11: 30 – 11:45 | Feedback session (interactive all) |
| 11:45 – 11:55 | Close by the Director |
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# Our Environment – Let’s Shape It Together

Adran yr Amgylchedd □ Digwyddiad Rheolwyr Pobl

# Dydd Mercher 17eg o Fehefin 2020

# @ 9yb

# Timoedd MS

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| **9:00 – 9.15** | Croeso gan y cyfarwyddyr |
| 09:15- 09:45 | AD – Rheoli gwyliau blynyddol / Cofnodi absenoldeb cysylltiedig â Covid19 (*Kim E Richards / Steve Ebsworth)* |
| 9.45-10:15 | Iechyd a Lles - Sesiwn 1 *(Leanne Bird / Gemma N Seaman)* |
| **10:15 – 10:35** | **Coffi** |
| 10:35 – 11:05  11:05 -11.30 | Iechyd a Lles– Sesiwn 2 *(Leanne Bird / Gemma N Seaman)*  Syniadau cadw mewn cysylltiad *(Cyfarwyddyr)* |
| 11: 30 – 11:45 | Sesiwn adborth (rhyngweithiol pawb) |
| 11:45 – 11:55 | Cau gan y Cyfarwyddyr |
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# Gyda’n gilydd gallwn lunio’n hamgylchedd