

Employee Wellbeing Charter



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Wellbeing Charter

Health and wellbeing of our employees is one of the key priorities of the Council. As well as it being morally and ethically important, happy, healthy employees make for a thriving Council and content communities. Health and wellbeing, just like health and safety, is the responsibility of all employees, for both their own health and wellbeing and those around them.

The basic founding of the wellbeing charter is respect. Respect for yourself, your colleagues and the community. It is also in line with the Council's 5 Core Values:

Working as
one team

Focus on our
customers

Listen to
improve

Act with
integrity

Take personal
responsibility

Our team:

[Choose 3-5 statements that are important to your team, also consider the core values, a few examples are below]

- Considers others' time and breaks when arranging meetings.
- Encourages regular breaks, taking full lunch breaks, making the most of flexi time and taking annual leave.
- Encourages and creates opportunities for peer to peer support.
- Encourage each other to live healthy lifestyles and make positive choices for personal and the team's wellbeing.

Roles and responsibilities:

[Choose no more than 10 key responsibilities for each level in your team that fit with the statement above, a few examples are below]

Below is a summary of what you should expect and what is expected from you in return.

As a senior manager I will....

- Support the team by taking necessary issues impacting their wellbeing through appropriate processes to resolve wherever possible.
- Support and promote the team to other senior managers / councillors / members of the public and ensure the team receives appropriate praise and recognition.
- Lead by example.

As a team manager I will...

- Be a role model for positive behaviours, and ensure employees have the capacity to follow suit
- Take responsibility for communicating health and wellbeing messages and initiatives.
- Develop good relationships with people and get to know my team via regular team meetings and 1:1s.
- Identifying any issues or problems as they arise and provide support with early interventions, where appropriate.
- Undertake the appropriate training to effectively manage mental health and stress in the workplace.

- Promote and encourage my team to make use of wellbeing training and development opportunities.

As a team member I will...

- Take responsibility for my own wellbeing, thoughts, and actions.
- Encourage and support other team members to achieve their goals.
- Be mindful of others' time, breaks and workload.
- Contact team members I don't hear from regularly.

As a Champion I will...

- Support team members and effectively communicate health and wellbeing resources, events, and activities.
- Be an advocate for making healthy and positive lifestyle choices.
- Lead on the development of wellbeing initiatives for the team throughout the year.
- Lead by example.