

Health and Well-being Action Plan **Year 2 (September 2009/10)**

In developing this Health and Well-being Strategy it is important to identify what we're already doing, and to celebrate and promote good practice; and to recognise our actual, and potential, role to improve public health in order to become a health promoting community leader, service deliverer and employer. We need to value our employees, and promote positive attitudes and healthy aspirations within our workforce.

Tackling the causes of ill health – including smoking; alcohol & drug misuse; healthy weight and nutrition; physical activity; sexual health and teenage pregnancy; and worklessness – is central to the Action Plan. It will also ensure we play our part in delivering key targets agreed for Cumbria in the Local Area Agreement, as well as the Council Plan via Directorate Service Delivery Improvement Plans and Team Plans, and the outcomes of 'Our Health, Our Care, Our Say' and 'Every Child Matters'. The health and well-being agenda needs to be an integral part of our everyday life for County Council staff and our partners in order that we can achieve our proposed outcomes. The outcomes of the Action Plan are intended to help people perform at work by putting healthy outcomes for staff and communities at the centre of Cumbria County Council policy and practice; promoting healthier lifestyles and better sense of well being for staff and our citizens of Cumbria; and the work place becoming a 'healthy setting' consistently across the County Council.

A Feedback 500 Survey has been completed by a panel of CCC staff to confirm what staff think is important to improve their health and to determine what needs to be done.

We wish to ensure that, through our health & well-being strategy and action plan, we promote equal opportunities for all staff and citizens of Cumbria irrespective of ethnicity, religion / belief, gender, disability, sexuality or age.

The Action Plan is an active working document sitting alongside the Strategy and will be reviewed annually.

If you have any comments please contact Anne Phillips, Development Manager (Adult and Cultural Services), designated Lead for Health Improvement for Cumbria County Council, at Unit 1a Lakeland Business Park, Cockermouth, Cumbria CA13 0QT. Telephone 01900 706910 or 07837 113472 [mobile]; or e-mail anne.phillips@cumbriacc.gov.uk

1. To embed healthy outcomes for staff and communities at the centre of Cumbria County Council policy and practice

** not exclusive to County Council employees*

Action	Lead Directorate	Target Date
1.1i* Maintain and support a cross-directorate working group 6-monthly to implement, monitor and review, and report on performance measures, in the Health & Well-being Action Plan; and identify a senior manager as a Health & Well-being Champion from each Directorate as a representative.	Adult & Cultural Services (designated lead for Health Improvement CCC) with the Chief Executives Office & all Directorates	1 st September 2010
1.1ii* Engage with frontline staff and practitioners in order to influence service users and Carers, and citizens of Cumbria to change their lifestyles: <ul style="list-style-type: none"> • Children's Services : Support Health & Wellbeing Network in July 2009 with a key function of disseminating information throughout Children's Services; • Adult & Cultural Services: Progress sign up obtained by County Managers at IMT in November 2009, via Managers Meetings, for one team member to be released from each Adult Social Care Team for PD & SI, LD, Mental Health, Older Adults, and Cumbria Care, to participate in health & wellbeing training programme [2.5]; and provide a designated person for the dissemination of information to frontline staff. 	Adult & Cultural Services (designated lead for Health Improvement CCC)	31 st May 2010
1.2i Review current County Council policies which relate to health & well-being issues for staff.	Organisational Development (HR, H&S and Occupational Health) & all Directorates	Ongoing

1.2ii* Establish Health & Well-being within the Equality Impact Assessment [EIA] process for 'tackling health inequalities' with a trigger for carrying out a Health Impact Assessment [HIA] developed by NHS Cumbria.	Organisational Development with Adult & Cultural Services (designated lead for Health Improvement CCC)	31 st December 2010
1.2iii* Embed and mainstream health and well-being through the County Council by establishing health and well-being as a theme into Corporate and Directorate Service Planning	Adult & Cultural Services (designated lead for Health Improvement CCC) with the Chief Executives Office & all Directorates	1 st April 2011
1.3i Progress and promote the Well-being for Life Campaign for County Council employees. Launch on 31 st May 2008 for a pilot of one year as a result of the introduction of a Health and Safety, and Well-being Strategy for County Council employees was successful. Three years of funding agreed from 1/4/09 for the programme to continue running for CCC staff. This will continue to include a targeted programme of 'health days' and workshops for County Council employees, and as a pilot in 2010 in partnership with NHS Cumbria for health employees. The remit of the Campaign has widened to include those CC staff in more remote locations or carrying out shift work, or differing work patterns, and as a result have difficulty attending the events at the larger centres. Partnership working to continue to be progressed with NHS Cumbria; Borough/District Councils; and local businesses.	Organisational Development (HR, H&S & Occupational Health)	31 st March 2012
1.3ii Establish a network of Locality Champions to identify and run localised wellbeing activities and disseminate local information to staff.	Organisational Development (HR, H&S & Occupational Health)	31 st December 2010
1.4 * Extend and review database of examples of good practice in health & emotional well-being across the County Council.	Adults & Cultural Services (designated lead for Health Improvement CCC)	Ongoing
1.5* Cumbria County Council to continue to support and host the County Sport's Partnership (Cumbria Sport). Support and develop participation that contributes to the Cumbria Local Area Agreement (targets for children and young people, and adults in sport and physical activity), support Schools Sport Partnerships, and lead on the Active Cumbria Media Campaign (via local newspaper supplements). Support Healthy Workplace Initiatives either by direct development or supporting other CCC Directorates/ external organisations workplace initiatives or through Change 4 Life.	Cumbria Sport's Partnership (Children's Services)	December 2010 [LAA SI6 Legacy Target 24.9%]

1.6	Provide support and connectivity for employees to local communities with regard to accessing specific BME and faith groups; and disability rights and user groups.	Organisational Development (Equality & Cohesion Unit)	Ongoing
1.7*	Establish support groups for staff within the County Council with regard to LGB, BME, gender (male/female)	Organisational Development (Equality & Cohesion Unit)	31 st October 2010
1.8	Promote and collate prejudice reporting by staff using the PRF on line through quarterly monitoring information provided to all Directorates	Organisational Development (Equality & Cohesion Unit)	Quarterly and annually
1.9	Elevate and support the health and well-being of those staff affected by domestic abuse by:	Safer & Stronger	31 st March 2011
1.9i*	Implementation of Domestic Violence Business Case (September 2009): <ul style="list-style-type: none"> • Active participation at the Domestic Violence Strategic Management Board; • Tackling domestic violence is a core and mainstream activity; • Work in partnership to ensure the delivery of high quality domestic violence services to be consistent throughout Cumbria in line with Government priorities and strategy; • Support those employees who are experiencing domestic violence; • Raise awareness of domestic violence and its effects within the workplace; • Set out procedures for dealing with employees who are perpetrators; • Implement Employee Domestic Violence Policy. 		
1.9ii*	Monitoring of Local Area Agreement targets - domestic violence is a crosscutting issue and tackling this will impact across the LAA: <ul style="list-style-type: none"> • NI32 Repeat incidents of domestic violence; • SI7, SI8, and SI9 (Legacy Stretch Targets). 		

2. To promote healthier lifestyles and better sense of well-being for staff and our citizens of Cumbria

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Action	Lead Directorate	Target Date
2.1* Extend the <i>Well Read</i> Books on Prescription Scheme established in the main libraries to selected branch libraries, and explore further development of the project including extending the collection material for children, young people their parents and carers.	Adult & Cultural Services (Libraries) in partnership with Cumbria Partnerships Trust and Cumbria PCT	31 st December 2010
2.2* Develop self help book collections to include the health & well-being themes of smoking; alcohol & drug misuse; nutrition and physical activity which will be complementary to the <i>Well Read</i> mental health Books on Prescription scheme.	Adult & Cultural Services (Libraries) in partnership with Cumbria PCT & Cumbria Partnership Trust	30 th September 2010
2.3* Extend and promote the 'Miles Without Stiles' routes outside the National Park for those people having limited mobility of 'Improvement 5' of Cumbria Right's of Way Improvement Plan using website and media releases. The Countryside Access Team have a target of providing 12 such routes by 31 st March 2012 (4 per year). Printed and downloadable leaflets promoting Open Access available at http://www.cumbria.gov.uk/roads-transport/public-transport-road-safety/countryside-access/openaccess/Open_Access_walks_in_Cumbria.asp	Environment (Countryside Access, Transport and Spatial Planning Team)	31 st March 2012
2.4* Produce health and well-being information for CC staff, key partners and communities, including availability in other formats (eg CD audio cassette, Braille and large type) or in another language as needed.	Adult & Cultural Services in partnership with Cumbria PCT, Acute Trust, and Carers Associations	31 st July 2010
2.5* Develop and implement a cross-cutting County Council programme of support for County Council and partners staff, including managers and practitioners, in health and well-being to commence 1 st April 2008, in order to influence staff, service users and Carers, and communities, to change their lifestyles. The 'Change for Life' programme will be a specific programme of health promotion for nutrition (using the Healthy Catering Guidelines when arranging	Adult & Cultural Services (designated lead for Health Improvement CCC) in partnership with Cumbria PCT with support from Organisational Development (Corporate Training)	31 st March 2011

	training and meeting venues); the impact of alcohol and drug misuse (currently available in Children's Services); the impact and the benefits of stopping smoking; and Fuel Poverty debt and awareness raising. The Change for Life programme will be included in the Induction Booklet sent out to new County Council employees and will be advertised on the CCC intranet.		
2.6*	Promote comfortable and accessible internal and external training and meeting venues within easy access to public transport, and a balanced menu in line with the Healthy Catering Guidelines. Review the meeting venues in Cumbria including the Accessible Meeting Venues in Cumbria assessed by Direct Enquiries (Nationwide Access register) for those who have specific needs as a result of having a disability, to ensure compliance with the Disability Discrimination Act.	Organisational Development (Equality & Cohesion Unit)	31 st June 2010
2.7*	Improve healthy outcomes and healthy lifestyles for all children and young people of Cumbria and improve equity of access to services which support the health and well-being of children, by integrating health improvement into preventative programmes in localities via Children's Centres and Extended Schools Services with staff supporting children / young people and parents as mentors	Children's Services with partners	Ongoing
2.8*			
2.8i	Promote the 'Healthy Schools' philosophy for County Council employees who work in the 194 [60%] Healthy Schools across Cumbria as well as children and parents namely the Healthy Schools Programme under 4 themes of: 1. Personal Social Health Education [PSHE] including drugs/alcohol/tobacco; sex & relationships 2. Healthy Eating [Balanced Eating] 3. Physical Activity 4. Emotional Health & Well-being (Social & Emotional Aspects of Learning [SEAL])	Children's Services (Healthy Schools Team)	Ongoing
2.8.ii	Continue to extend the number of Healthy Schools in Cumbria after successfully exceeding the targets agreed within National Healthy Schools Programme for December 2009, and support those schools	Children's Services (Healthy Schools Team)	Ongoing

already having Healthy Schools status [78%] to maintain this.		
2.9* To improve healthy outcomes and healthy lifestyles for all children and young people of Cumbria by supporting the development of a comprehensive cultural youth offer.	Cultural Policy (Adult & Cultural Services) in partnership with Children's Services, Cumbria Youth Support Services, Extended Schools, and Creative Futures Cumbria (formerly Cumbria Arts in Education)	Ongoing
<p>2.10 -</p> <p>2.10i Explore and identify:</p> <ul style="list-style-type: none"> • Rail /bus travel concessions for staff to encourage use of existing and alternative transport to car usage and to promote cleaner air and reduce the carbon footprint; • Rationalise parking concessions; • Incentives for employees not to use cars and/or car sharing to promote cleaner air; • Information and mapping of walks near to offices to encourage moderate exercise during lunch breaks. <p>2.10ii Progress and advance Cycle to Work Scheme launched on 1st July 2008 until 30th September 2009 with a take up of 766 staff. Maps of cycle networks are under development with current cycle networks available on http://www.cumbria.gov.uk/roads-transport/public-transport-road-safety/countryside-access/cycleandwalk/cumbriacyclenetwork.asp</p> <p>2.10iii Promote the Pool Bikes Scheme Pilot in Carlisle & Kendal to encourage CCC staff to make use of bicycles for business purposes rather than cars and contribute to reducing the carbon footprint.</p> <p>2.10iv Identify and explore the setting of a cycling training scheme for staff, which is location based, alongside the additional driver training currently available for staff.</p>	<p>Organisational Development (HR) with support from Environment (Transport & Spatial Planning)</p> <p>Organisational Development (HR) with support from Environment (Transport & Spatial Planning)</p> <p>Environment (Transport & Spatial Planning)</p> <p>Environment (Transport & Spatial Planning) supported by Organisational Development</p>	<p>31st March 2011</p> <p>30th September 2010 – to be confirmed</p> <p>30th September 2010</p> <p>30th September March 2010</p>

3. To promote the workplace as a 'healthy setting' consistently across the County Council and Cumbria PCT / Partners:

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Action	Lead Directorate	Target Date
3.1* Progress Health & Well-being Strategy and Action Plan with key partners working within the Joint Strategic Needs Assessment [JSNA] framework and the Cumbria Local Area Agreement.	Cross-directorate working group (Cumbria County Council) with key partners	Ongoing
3.2 Progress Healthy Workplaces Initiatives Projects by carrying out feasibility mapping for bringing classes into work place related to physical activity and/or sport at lunchtime including activities for those with limited mobility in order to increase productivity, reduce stress, reduce sickness absence (Sport England initiative).	Environment (Sport's Economy Champion)	30 th December 2010
3.3* Progress 'See It, Do It and Get Creative' campaign monitored through the Arts Participation Plan – advocate, demonstrate and develop partnership working to make effective use of the arts and find innovative approaches to supporting CCC and LAA targets, particularly with regard to health and stronger communities: <ul style="list-style-type: none"> • produce and circulate brand guidance by 31st January 2010; • set up a partnership action research project to demonstrate the potential of arts to support health and stronger community priorities by 1st March 2010; • future projects to include Creative Space (biannual photography commission), setting up of staff Choirs across Cumbria, 'Walk and Click', and dance for staff. 	Cultural Policy (Adult & Cultural Services) & all Directorates supported by Organisational Development	31 st March 2011

3.4*	<p>Promote 'Healthy Lifestyles through Active Travel' by the development of Travel Plans for main County Council locations (in addition to The Courts, Kendal County Offices, Dalston) to be progressed to Portland Square Carlisle, The Castle Carlisle, Friargate Penrith, Oxford Street Workington, Richmond House Whitehaven, Scotch Street Whitehaven, Nan Tait Centre (Barrow) to include an assessment of facilities ie shower facilities and lockers, cycle storage, accessibility to bus routes / walking routes, and disabled parking</p>	<p>All Directorates via Environmental Champions with support from Environment (Transport & Spatial Planning Team)</p>	31 st March 2010
3.5*	<p>Promote 'Healthy Lifestyles through Active Travel' through the Better Ways to School initiative aimed at increasing the number of children (and parents) walking to school. It is proposed to undertake 345 school travel plans in Cumbria by end of March 2010:</p> <ul style="list-style-type: none"> • 2009 - 291 completed • 2009/10 - 43 to be completed 	<p>Environment (Transport & Spatial Planning Team) in partnership with the schools across Cumbria</p>	31 st March 2010

4. To provide a better life / work balance for staff

Action	Lead Directorate	Target Date
4.1 Promotion of EAP – Employers Assistance Provider (staff helpline) for CCC staff is ongoing via payslip insert, poster and Well-being Roadshows.	Organisational Development (Occupational Health)	31 st March 2011
4.2 Promote the provision of high quality and consistent domestic violence services in Cumbria via the Well-being for Life Campaign in order that staff who experience domestic violence maintain a good sense of health and emotional well-being.	Organisational Development (H&S & Occupational Health) with the support of Safer & Stronger	Ongoing
4.3 Explore and identify leisure concessions for County Council staff across Cumbria including leisure centres, gyms and swimming pools, and organisations offering alternative therapy sessions	Organisational Development (H&S & Occupational Health)	31 st March 2011
4.4 Progress the pilot subsidised theatre initiative at Theatre by the Lake, Keswick, for staff concessions to programmes of cultural events at specified venues of the arts receiving grant assistance from the County Council, across Cumbria.	Cultural Policy (Adult & Cultural Services)	31 st March 2011
4.5 Progress concessions for Adult Education classes for County Council employees following a pilot scheme for 20 staff.	Children's Services (Adult Education)	31 st December 2010

<p>4.6 Promote the continued take up of NVQ Level 3 for Care Workers</p> <p>Cumbria Care Service Plan 2009/10, under ‘Continue investment to meet and exceed National Care Standards training requirements’, include:</p> <ul style="list-style-type: none"> • NVQ 2/3 in Residential Services - 85% in all homes by end of March 2010 • Domiciliary/Supported living – 75% minimum by end of March 2010 • NVQ 2/3 in Day Care (Older Adults) – maintain at 95% 	<p>Adult & Cultural Services – Adult Social Care ‘in-house’ NVQ Centre</p>	<p>31st March 2010</p>
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