

## MENTAL HEALTH AND WELLBEING ACTION PLAN 2020-2021

	OBJECTIVE /ACTION	RESPONSIBILITY	RAG	START	COMPLETION	Progress / Comments
PLAN - POLICY	Review mental health services available to staff and students with a focus on culturally safe practice	Student Support/HR/ H,S & W	G	October 2020	September 2021	Begun, including discussing options available from Occupational Health in relation to Covid-19.
	Evaluation of MHC and MHFA activity (in removing stigma and discrimination?)	Mental Health Policy Adviser	G	October 2020	November 2020	Ongoing through the MHFA Forum and the MH & W Working Group.
	Plan a series of events and campaigns to achieve a high standard of award in Healthy Working Lives.	Student Experience	G	October 2020	September 2021	Wellbeing Campaigns and Event Calendar 2021 now in place.
	Complete review of the UoA Management of Work-Related Stress Policy.	Head of Health Safety and Wellbeing, Mental Health Policy Adviser and HR.	G	April 2021	July 2021	<b>Begun.</b> Delayed by 3 months following publication of the Workload Reduction Toolkit. This needs to link with other policies and strategies such as Mental Health and Wellbeing, Change Management, Suicide Prevention etc.
PLAN – ORGANISE	Review Terms of Reference for the Mental Health and Wellbeing Working Group.	Head of Health Safety and Wellbeing	NYD	August 2021	September 2021	
	Develop a Year Planner of Events and Campaigns which co-ordinates the themes of Mental Health, BeWell and Healthy Working Lives.	H, S & Wellbeing, Student Experience and others	G	October 2020	January 2021	Wellbeing Campaigns and Event Calendar 2021 now in place.
	Embed mental health support into all absence, performance and disciplinary processes for staff.	HR, H S & WB	A	October 2020	September 2021	Begun – But only in the context of staff returning to Campus during the pandemic.
	Embed mental health support into all monitoring and progression processes for students.	AUSA, SS, H S & W	G	January 2021	September 2021	This is being continually reviewed and changes to messaging around progression and C6/7 emails is being implemented in Feb. A full review of policies, including those relating to academic progression, is due in the coming year and MH will be fully considered as part of this process.
	Create pressure points matrix for staff	H, S & Wellbeing, Student Experience and others	NYD	October 2020	April 2021	<b>Begun. It will include relevant feedback from the staff survey and focus groups.</b>

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<b>PLAN -COMMUNICATION</b>	Maintain a regular programme of communication on mental health, safety and wellbeing topics utilising the resources available including the e-zine and the intranet.	Student Experience	<b>G</b>	October 2020	September 2021	Ongoing. Weekly wellbeing posts in ezines. Sunday Instagram focus on Mental Health and Wednesday focuses on Wellbeing.
	Include in the above regular content which proactively seeks to prevent stress, publicises available support and promotes work/life balance and healthy lifestyles.	Student Experience	<b>G</b>	October 2020	September 2021	Began with promotion of Stress Awareness Week (2 <sup>nd</sup> – 6 <sup>th</sup> November). Regular work-study-life balance tips are also shared on social media. Student StudyWell programme will run throughout the whole academic year rather than just at traditional exam times (due to ongoing assessments this year).
	Review, revise and update the Health, Safety and Wellbeing content of StaffNet and student webpages.	Student Experience & Health, Safety & Wellbeing Team	<b>G</b>	October 2020	September 2021	Including the above content and embracing the “big red button” philosophy. Ongoing.
<b>DO - COMPETENCE</b>	Encourage all staff to complete the MIND e-learning.	Staff Development, Health, Safety & Wellbeing and Student Experience.	<b>G</b>	October 2020	September 2021	This is available and being promoted as part of relevant campaigns.
	Carry out a review of the training requirements relating to the HSE Management Standards and make recommendations to the Health and Safety Committee.	H, S & Wellbeing Team, Staff Development and others.	<b>G</b>	April 2021	July 2021	Begun, via the Stress Task and Finish Group. Delayed in tandem with the policy review. Aim to devise a competency framework for the long-term proactive management of stress.
	Develop and implement a combination of face to face and e-learning arising from the recommendations in the above report.	H, S & Wellbeing Team, Staff Development and others.	<b>NYD</b>	May 2021	September 2021	This may extend into the following year as it is multi-faceted.
	Initiate suicide prevention training plan and evaluate	Mental Health Policy Adviser & Staff Development	<b>G</b>	October 2020	September 2021	Plan agreed. Front line staff groups identified. 2 courses ran in late 2020.

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<b>DO - IMPLEMENTATION</b>	Support the pastoral role of academic staff working with student mental health through training and staff development	Mental Health Policy Adviser & Student Experience & Others	<b>A</b>	October 2020	September 2021	Due to be discussed with the Dean for Student Support.
	Initiate events and campaigns for Healthy Working Lives	Student Experience	<b>G</b>	October 2020	September 2021	Project paused by NHS until Spring 2021.
	Review MHFA/MHC Network	Mental Health Policy Adviser & School of Psychology	<b>G</b>	June 2021	August 2021	Already in progress. An intern from School of Psychology is undertaking a focussed evaluation of these roles this will continue through the MHFA Forum and the MH & W Working Group. Survey due to be launched on 14 <sup>th</sup> April.
	Develop a year planner of BeWell Events and Campaigns for students	Student Experience, H, S & Wellbeing, Communications, AUSA & others	<b>G</b>	October 2020	January 2021	Wellbeing Campaigns and Event Calendar 2021 now in place and BeWell Podcast series, focusing on a range of wellbeing topics, launched.
	Actively involve staff and student Equality networks in evaluating MHWB action plan	HR, AUSA, SE & H,S & W	<b>G</b>	October 2020	September 2021	Begun with consultation on the draft new MH & W Policy and Strategy.

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## MENTAL HEALTH AND WELLBEING ACTION PLAN 2020-2021

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<b>CHECK - MONITORING</b>	Monitor use of the Employee Assistance Program.	Human Resources & Health, Safety and Wellbeing	<b>G</b>	October 2020	September 2021	Ongoing – Report was considered at the October meeting of the MH & W Working Group.
	Monitor use of Togetherall the Student Counselling Service, Specialist Mentors.	Student Support	<b>G</b>	October 2020	September 2021	Ongoing
	Complete annual analysis of use of Togetherall, Student Counselling service, Specialist Mentors to inform priorities for action plan in 2021-22	Head of H& S and W & Mental Health Policy Adviser	<b>NYD</b>	August 2021	September 2021	
	Complete annual analysis of the use of the EAP, Student Counselling Services and other data to inform priorities for the action plan in 2021-2022.	H, S & Wellbeing, Human Resources & Student Support	<b>NYD</b>	August 2021	September 2021	
	Receive reports from the Workload Planning Review Group on analysis of data and consider recommendations.	Human Resources and Head of Health, Safety and Wellbeing	<b>G</b>	January 2021	September 2021	Begun – see below.
	Review data from employee survey to inform the Stress Management Strategy.	Human Resources and Head of Health, Safety and Wellbeing	<b>G</b>	December 2020	January 2021	Stress task and Finish Group has begun analysis of responses to the stress questions in the Staff Survey.
	Review data from Aberdeen Student Experience Survey to inform the BeWell Strategy.	Student Experience	<b>G</b>	November 2020	January 2021	Completed. Results published and ASK sessions also available.

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ACT - REVIEW	Complete Healthy Working Lives Submission.	Wellbeing Adviser	NYD	February 2021	March 2021	Project paused by NHS until Spring 2021. Awaiting new date for the submission.
	Complete annual review of Mental Health and Wellbeing Policy.	Head of Health Safety and Wellbeing	G	October 2020	January 2021	Draft consulted on at EDIC and the MH & W Working group. Discussed at the H& S Committee in February and will go back to the May meeting before progressing to PaRC.
	Complete review of the effectiveness of the Mental Health and Wellbeing and Strategy.	Head of Health, Safety and Wellbeing	A	January 2021	September 2021	Delayed by 3 months following publication of the Workload Reduction Toolkit. New strategy now due to be finalised in time for the new academic year 2021/22.
	Provide regular updates to Equality, Diversity and Inclusion Committee and University Safety Committee.	Head of Health, Safety and Wellbeing & Equality and Diversity Adviser	G	October 2020	September 2021	Ongoing. The Draft MH&W Policy was discussed in December 2020. Updates on the action plan reported as a standing item.
	Draft Mental Health and Wellbeing Activity Plan for 2021 - 2022	Head of Health Safety and Wellbeing	NYD	August 2021	September 2021	

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## MENTAL HEALTH AND WELLBEING ACTION PLAN 2020-2021

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ADDITIONAL (Unplanned)	Monitor impact of COVID 19 on staff mental health	Human Resources & Health, Safety and Wellbeing	A	October 2020	?	Ongoing and under constant review.
	Adapting to the COVID-19 pandemic, including remote working and social distancing.	Health, Safety and Wellbeing, Head of Student Experience and others.	A	October 2020	?	Ongoing and under constant review.

Signed off by

Garry Fisher, Head of Health, Safety and Wellbeing, University of Aberdeen.

Duncan Stuart, Head of Student Experience, University of Aberdeen.

Date 1<sup>st</sup> April 2021

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