



Yenaa Housing

Wellbeing policy 2024



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Policy Checklist	
Date of Implementation	Feb 24
Date of Last Review	Feb 26
Date of Next Review	Feb 28

Wellbeing Policy

1. Introduction and Purpose

Yenaa Housing recognises that the health, safety, and wellbeing of our employees are fundamental to our success. We are committed to creating a workplace culture that supports and promotes the physical, mental, social, and financial wellbeing of all our employees. This policy outlines our commitment to providing a healthy and supportive working environment, ensuring our employees can thrive both personally and professionally.

This policy aims to:

- * Promote a positive and supportive work environment.
- * Reduce work-related stress and prevent work-related ill-health.
- * Enhance employee engagement and productivity.
- * Support employees in managing their wellbeing.
- * Comply with all relevant health and safety legislation.

2. Core Principles

Yenaa Housing's approach to employee wellbeing is based on the following principles:

- * **Prevention:** We will focus on preventing work-related ill-health and promoting proactive wellbeing initiatives.
- * **Inclusion:** Our wellbeing initiatives will be inclusive and accessible to all employees, regardless of their role, background, or personal circumstances.
- * **Confidentiality:** We will respect the privacy and confidentiality of employees who seek support for their wellbeing.
- * **Collaboration:** We will work in partnership with employees, employee representatives, and external organisations to develop and implement effective wellbeing initiatives.

3. Scope of the Policy

This policy applies to all employees of Yenaa Housing. It covers all aspects of the working environment, including:

- * **Physical Health:** Promoting healthy lifestyles, preventing injuries, and providing access to health services.
- * **Mental Health:** Reducing stress, promoting positive mental health, and providing support for employees experiencing mental health problems.
- * **Social Wellbeing:** Fostering positive relationships at work, promoting teamwork, and supporting social activities.
- * **Financial Wellbeing:** Providing access to financial education and resources, and promoting responsible financial management.

4. Relevant Legislation and Guidance

This policy is informed by the following legislation and guidance:

- * **Health and Safety at Work etc. Act 1974:** Requires employers to ensure the health, safety, and welfare of their employees.
- * **Management of Health and Safety at Work Regulations 1999:** Requires employers to assess and manage risks to employees' health and safety, including stress.
- * **Equality Act 2010:** Protects employees from discrimination and requires reasonable adjustments to be made for disabled employees, including those with mental health conditions.
- * **Data Protection Act 2018 and GDPR:** Governs the handling of personal data, including health information.
- * **ACAS (Advisory, Conciliation and Arbitration Service) Guidance:** Provides guidance on promoting wellbeing in the workplace.
- * **HSE (Health and Safety Executive) Guidance:** Provides guidance on managing stress and other health risks in the workplace.
- * **Mental Health at Work Commitment:** A framework for employers to support employee mental health.

5. Key Areas of Focus

Yenaa Housing will focus on the following key areas to promote employee wellbeing:

- * **Work-Life Balance:**
 - * Promoting flexible working arrangements where possible.
 - * Encouraging employees to take regular breaks and holidays.
 - * Managing workloads effectively to prevent excessive stress.
 - * **Mental Health Support:**
 - * Providing access to mental health awareness training for managers and employees.
 - * Creating a supportive environment where employees feel comfortable discussing mental health concerns.
 - * Signposting to external mental health resources and support organisations (e.g., Mind, Samaritans).
 - * **Physical Health Promotion:**
 - * Promoting healthy eating and physical activity.
 - * Providing access to health checks and screenings.
 - * Supporting employees to participate in sports and fitness activities.
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- * Ensuring a safe and healthy working environment.
- * Providing access to financial education and resources.
- * Offering advice on debt management and budgeting.
- * Promoting responsible financial planning.

6. Responsibilities

- * Directors/Senior Management: Responsible for setting the strategic direction for employee wellbeing and ensuring adequate resources are allocated to support wellbeing initiatives.
- * Managers and Supervisors: Responsible for promoting a positive and supportive work environment, identifying and addressing wellbeing concerns within their teams, and implementing wellbeing initiatives.
- * Health and Safety Team: Responsible for conducting risk assessments, ensuring a safe and healthy working environment, and providing training on health and safety matters.
- * All Employees: Responsible for taking care of their own wellbeing, participating in wellbeing initiatives, and supporting the wellbeing of their colleagues.

7. Implementation

Yenaa Housing will implement this policy through a range of initiatives, including:

- * Communication and Awareness Campaigns: Raising awareness of wellbeing issues and promoting available resources through internal communication channels.
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