

Health and Wellbeing Board Meeting

2:00 – 3:30 pm

Wednesday 16th December 2020

Via Zoom

Minutes

Present	Gareth Stratton (GS) (Chair), Heidi Smith (HS), Elizabeth Stratton (ES), Minkesh Sood (MS) Students Union, Joanne Berry (JB), Ann John (AJ), Debbie Rideout (DR) (Support)
Apologies	Sian Cushion (SC) , Mike Day (MD), Julia Pridmore (JP), Kevin Child (KC), Jacqui Bowen (JB), Elaine Richards (ER), Sian Jones (SJ), Sarah Jones (SJ), Louise Nowell (LN), Martyn Lewis (ML), Amanda Williams (AW), Ben Lucas (BL), Ffion Davies Students Union (FD), Catherine Jenkins (CJ), Lisa Leibowitz (LL) Students Union

Ref:	Action	
16.12.2020.1	1. Check-in (ES)	GS welcomed the HWB members and it was discussed that this item will be used to share notable, wellbeing experiences in future meetings.
16.12.2020.2	1. Minutes of meeting (GS) 2. Actions	The minutes from the meeting held on 11 th November 2020, were approved by the board members and the actions log was updated.
Updates 16.12.2020.3	Whole University Health and Wellbeing Update 1. SU strategic communication and sector wide activity/update s/opportunities /issues.	<p>As a result of the pulse survey, Charlotte Morgans from human resources and a team of network health care practitioners, developed a series of linked workshops on emotional resilience. The workshops are 1. attention and focus, 2. the secret weapon to building emotional resilience, 3. the art of complaining and 4. the ingredients for thriving at life. They have been the most popular courses ever recorded by human resources. They are oversubscribed and there is a long waiting list for them. It is important to recognise that there is an approved pillar, there was evidence of a need for this and materials and worksheets have been developed. Two additional groups of staff have been trained as mental health first aid trainers this year, therefore this has increased the density of mental health trainers.</p> <p>GS updated that he is hoping some of the HEFCW funding, could be used to recruit someone to capture all the data and statistics related to health and wellbeing and bring this all together.</p> <p>GS updated that an outcome of a meeting with Coventry University, is that they would like their health board and the Swansea university health and wellbeing board to hold a joint workshop discussion.</p> <p>Action: The board members agreed that this collaboration would be beneficial, Gareth will arrange this in January 2021.</p> <p>The Health Universities Group would also like to engage with Swansea, and we are going to lead a workshop on that sometime in March 2021.</p>

		<p>the digital work platform. Then we would like to conduct a compliance check, looking at an audit policy and cross checking the strategy. This document has been submitted to HEFCW and has been aligned against our eight objectives, and through the narrative explain what we intend to do.</p> <p>Action: Board members to provide feedback on the HEFCW document by Friday 18th December 2020.</p> <p>Action: The board members to provide feedback on the members for each of the groups, outlined in the Step Change Self Assessment Paper.</p> <p>Action: Set up groups in January 2021 to work on each part of the self-assessment and include an improvement plan.</p>
16.12.2020.5	1. Pulse Survey 2 Initial findings (GS)	<p>GS reported that a second pulse survey, had been sent out to all university staff. The data results are almost the same, as the data from the first pulse survey, that was circulated in June 2020. The behaviours are the same in relation to alcohol, diet, and exercise. A group of academics and statisticians are working to interpret the data, from the second pulse survey. The pulse survey has been a huge success and is a validated tool. A copy of the detailed report will be available in early 2021.</p>
16.12.2020.6	1. Resource allocation HEFCW Wellbeing strategy implementation funding circular	<p>ES shared the Step Change Self-Assessment Tool document with the board. As part of the implementation plan, HEFCW require this self-assessment tool to be completed. The plan is to complete this, with a whole University approach. The benchmark assessment will be submitted to HEFCW, in the next 4/6 weeks. This tool will be used as a review tool to monitor our progress. The tool itself has got specific areas, where we must score ourselves and mark what level we are at, high/low etc and an action plan. The areas within the tool encompasses the entire University. The timeline is that the benchmark will be submitted by the end of January 21. There will be subgroups held to lead the work, with somebody leading each group. A draft plan has been done for who would be in each subgroup. The four strands are learn, support, live and work and there will be quite a few different groups within. If anyone has any feedback about the memberships of the groups or would like to lead a group to email ES/GS. It would be good to ensure we have a good representation of students, as well as a cross section of staff representation.</p> <p>GS informed the board that HEFCW have informed that it is likely that this kind of funding, could become call funding. This would enable the Health and Wellbeing officers to become more permanent instead of temporary contracts.</p>
11.11.2020.6	Date of next meeting	10/02/21 – 10:30am – 12pm