



SEE ME IN WORK – MENTAL HEALTH CHECK ACTION PLAN

ORGANISATION: Perth & Kinross Council

AUTHORS: David McPhee, Karen Mackie, Marliese Richmond and Eloise Vajk

DATE: 10 July 2018 (2nd year) - plan finalised October 2018

This Action Plan is based on the outcomes identified in the second Annual See Me in Work Mental Health Check Report. Whilst the Mental Health Check Report is not fully representative of all staff views it gives us a base line and starting point to develop a plan of action towards creating a mentally healthy workplace.

We agree to work with See Me to evaluate the results and measure whether these interventions have been successful.

As an organisation we have decided to concentrate on Sections 2 4 and 5 of the report as we feel that these are the areas we can make improvements and are likely to have the most impact.

On completion of the action plan we will share results with staff and promote good practice throughout the organisation.

See Me in Work Mental Health Check	Aim of intervention	Actions	Indicators of Success	Timescale	Who
Section 2: Views and experience of how people with mental health problems are treated in your organisation	Improved awareness of mental wellbeing support for staff	Update content of mental wellbeing information for staff on Council's Intranet site	Increased awareness of support for staff	By August 2018	Karen Mackie
Section 2: Views and experience of how people with mental health problems are treated in your organisation	Continue to improve front-facing information for potential external job applicants	Mental wellbeing information to be added to microsite which can be accessed by potential employees prior to job applications	All job applicants will be more aware of organisations support of mental wellbeing work at time of application	By August 2018	Karen Mackie
Section 2: Views and experience of how people with mental health problems are treated in your organisation	Provision of a managers guide on reasonable adjustments	This will include information to ensure managers are aware that reasonable adjustments are not just for physical disabilities/conditions	Increased awareness by managers	By October 2018	David McPhee
Section 3: Personal experience of mental health problems	Research experience of those working for PKC who have mental health issues	Gather series of case studies	Inform learning and future planning of services/support for employees	By October 2018	Marliese Richmond
Section 3: Personal	Promote supports	Raising awareness	Employees access the	By October	Marliese

experience of mental health problems	available to employees who are experiencing mental health issues, as well as case studies of other employees	activities targeting employees during the week around World Mental Health Day (10.10.18) and Mental Health Awareness Week annually including Time To Talk Day (see below)	supports available	2018	Richmond / Eloise Vajk / David McPhee / Janet Heggie
Section 4: Training on mental health issues	Increase access to mental health awareness training for staff	Links to online learning materials on mental wellbeing to be made available to all staff	Uptake of e-learning modules will be monitored	By September 2018	David McPhee
Section 4: Training on mental health issues	Encourage employees to access mental health and suicide prevention training opportunities available	Case studies of employees who have participated in training and how they have used it – promotion of training to employees during the week around World Mental Health Day (10.10.18)	Increased update of training opportunities amongst employees	By October 2018	Marliese Richmond
Section 4: Training on mental health issues	Promote supports available to employees who are experiencing mental health issues, as well as case studies of other employees	Raising awareness activities targeting employees during the week around World Mental Health Day (10.10.18) and Mental Health Awareness Week annually including Time To Talk Day (see below) (as	Employees access the supports available	By October 2018	Marliese Richmond / Eloise Vajk / David McPhee / Janet Heggie

		above)			
Section 4: Training on mental health issues	Raise awareness for new employees at induction	Seek to show 'The Power of Okay' film clip as part of Corporate Induction (see below)	Wider awareness for new employees	By January 2019	David McPhee/Stephanie Kinnear
Section 5: Organisational Culture	Improved awareness within wider mental wellbeing strategic work	Survey results and action plan to be shared with Joint Mental Wellbeing Strategy Group and staff (including those who participated in survey)	Wider awareness and opportunity to link into other work which may be ongoing	By October 2018	Marliese Richmond
Section 5: Organisational Culture	Raise awareness for new employees at induction	Seek to show 'The Power of Okay' film clip as part of Corporate Induction (as above)	Wider awareness for new employees	By January 2019	David McPhee/Stephanie Kinnear