

OCCUPATIONAL HEALTH

Mental Wealth & Wellbeing

- Self-Audit Tool



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Key Points

mental health is about the state of our mind, while mental wealth is about the resources and tools, we have to support our mental health. Both are important for overall well-being, and investing in mental wealth can help us maintain good mental health over the long term.

Overview

One in four people in the UK will experience very low mental wealth at some point.

Whether work is causing the health issue or aggravating it, employers have a legal responsibility to help their employees. Work-related mental health issues must be assessed to measure the levels of risk to staff. Where a risk is identified, steps must be taken to remove it or reduce it as far as reasonably practicable.

Source: Health and Safety Executive (HSE)

What is mental wealth?

Mental health refers to the state of our psychological and emotional well-being. It includes our ability to handle stress, maintain positive relationships, and cope with challenges in our lives. Mental health can be influenced by a range of factors, including genetics, environment, and life experiences.

On the other hand, mental wealth refers to the resources and skills we have to support our mental health. Mental wealth includes things like a strong support network, coping strategies, self-care practices, and access to mental health services.

In simple terms, mental health is about the state of our mind, while mental wealth is about the resources and tools, we have to support our mental health. Both are important for overall well-being, and investing in mental wealth can help us maintain good mental health over the long term.

This self-audit has been produced by a working group of QNJAC, which comprises industry experts from varied backgrounds, the Trades Unions and HSE*. This document provides a structured framework to enable organisations to carry out self-audits of their approach to mental wealth and wellbeing in the workplace and steps they may wish to take to make improvements.

The findings of the audit can be recorded and used to write an action plan and make a record of the actions taken as a result of the audit. The question set can never be totally comprehensive in all circumstances, but it represents a good starting point that will be adequate in most situations.

Scope

Work-related stress and mental health problems often go together, and the symptoms can be very similar.

Work-related stress can aggravate an existing mental health problem, making it more difficult to control. If work-related stress reaches a point where it has triggered an existing mental health problem, it becomes hard to separate one from the other.

Common mental health problems and stress can exist independently – people can experience work-related stress and physical changes such as high blood pressure, without having anxiety, depression or other mental health problems. They can also have anxiety and depression without experiencing stress. The key differences are their cause(s) and the way(s) they are treated.

Stress is a reaction to events or experiences in someone's personal life, work life or a combination of both. Common mental health problems can have a single cause outside work, for example bereavement, divorce, postnatal depression, a medical condition or a family history of the problem. But people can have these sorts of problems with no obvious causes.

As an employer, you can help manage and prevent stress by improving conditions at work. But employers also have a role to play in making adjustments and helping someone manage a mental health problem at work.

Source: Health and Safety Executive (HSE)

The self-audit is not exclusive to the quarry industry. The same risks exist across a wide range of industries and this self-audit therefore has a use in many industries within the mineral products sector. The questions in the self-audit provide prompts to consider and help employers recognise their current approach to wellbeing at work and how they can plan to make improvements.

Carrying out the audit

Allow enough time to carry out the audit. At large sites it is likely that the audit may have to be carried out over a period of time. Plan the time and stay to plan as much as possible. The audit does not have to be done in one go, so be realistic. The audit process is part of the function of supervision and monitoring, so it is useful if it is seen to be a regular on-going process, rather than a one-off event.

Planning the audit is critical: regardless of the size of the organisation there are key considerations at the planning stage.

For example:

- Involve the workforce. Ensure that the workforce is fully briefed on the purpose of any audit and encourage them to become involved.
- Remember that it is often the workforce who are the most informed
- Encouraging a 'just culture' will help you discover more – actively encouraging your teams to share experiences of past 'near hits', whether previously reported or not, will likely yield many important insights on the effectiveness of the current procedures on site.

People are critical to the audit:

- Decide who will carry out the audit: this may be an individual or team(s).
- Take time to brief them and train them if necessary.
- Check their competence and understanding of the process.
- Make time available to them.

There are a number of ways the audit can be carried out. The questions move through a logical sequence. There is also flexibility to split the task of auditing amongst members of a team with responsibilities for different areas of the site, for example. It doesn't matter how the audit is carried out or over how long a period, it is the rigour and integrity that matters. Remember contractors and external haulage drivers, as they should be included in the audit process, so that they can contribute their knowledge and understanding.

Useful references

Published by HSE, Managing for Health and Safety [HSG65](#). Includes the widely recognised and used **PLAN, DO, CHECK, ACT** model to represent good management of health and safety. Checking or auditing plays an invaluable part in feedback to inform organisations of how deeply imbedded systems and procedures are.

Resources

[HSE Link](#)

HSE information on work-related stress and how to manage it

[HSE Link](#)

Tackling work-related stress using the Management Standards approach

[SafeQuarry.com link](#)

MPA resources are available from Safequarry.com

<https://www.matesinmind.org/>

Mates in Mind aims to provide clear information to employers about the available support and guidance on mental health and wellbeing, and how they can address this within their organisations.

<https://hubofhope.co.uk/>

The Hub of Hope is the UK's leading mental health support database. It is provided by national mental health charity, Chasing the Stigma, and brings local, national, peer, community, charity, private and NHS mental health support and services together in one place for the first time.

<https://www.thecalmzone.net/>

We're the Campaign Against Living Miserably (CALM) and we're taking a stand against suicide. That means standing against feeling bad, standing up to stereotypes and standing together to show life is always worth living.

<https://www.mind.org.uk/>

We provide advice and support to empower anyone experiencing a mental health problem. We campaign to improve services, raise awareness and promote understanding.

<https://www.samaritans.org/>

We're here every day and night of the year for anyone struggling to cope. We make sure people have somewhere to turn and support when they need it most. We work with communities to let people know we're here for them and we campaign to make suicide prevention a priority.

We support workplaces with a range of programmes including our Wellbeing in the Workplace elearning tool and our in-house and open workplace training courses.

<https://www.mentalhealth.org.uk/>

Our vision is for a world with good mental health for all. With prevention at the heart of what we do, we aim to find and address the sources of mental health problems so that people and communities can thrive.

We will drive change towards a mentally healthy society for all, and support communities, families and individuals to live mentally healthier lives, with a particular focus on those at greatest risk.

<https://www.time-to-change.org.uk/> (some great resources available on their website)

Time to Change was a social movement to change the way people think and act about mental health problems. The campaign started in 2007 and closed at the end of March 2021.

Over the course of our campaign, we have worked with 7,500 champions with mental health problems, 1,500 employers and 3,500 secondary schools, colleges and youth sector organisations. Since we started, 5.4 million people's attitudes to mental health have improved.

<https://giveusashout.org/>

Shout is the UK's first and only free, confidential, 24/7 text messaging support service for anyone who is struggling to cope.

We launched publicly in May 2019 and we've had more than 1.4 million conversations with people who are anxious, stressed, depressed, suicidal or overwhelmed and who need in-the-moment support.

As a digital service, Shout has become increasingly critical since Covid-19, being one of the few mental health support services able to operate as normal at this time.

<https://www.thiscanhappenglobal.com/>

Our vision is to support organisations of all sizes, to empower workplace mental health.

Everything we do is solutions-led and supports employees, mental health leads and mental health champions. Our 12 month-support programmes are hugely successful and our events are recognised globally, both our annual conference and our awards. We have also launched a Research and Insights division, supporting companies with the measurement of workplace mental health. Plus this site is packed with useful resources for employers and employees to access for free.

Self Audit

Site / organisation	
Audited by	
Date of audit	
Date of review	

1. PLAN

Question	Yes	No	Actions
Does the company acknowledge workplace mental health and wellbeing as an important issue for the business?			
Does the company have a statement or evidence from the CEO/Director signaling the company's leadership commitment to workplace wellbeing?			
Follow on: Does the policy statement (or equivalent) provide a clear explanation of scope?			
Does the company have a commitment to Diversity, Equality, and Inclusion (DEI)?			
Within the company communications, is inclusivity within the wording being considered?			
Does the company have a commitment to encouraging a culture of openness on mental health and wellbeing?			
Does the company support flexible working where possible?			
Does the company support or have a policy on anti-bullying and non-harassment, or equivalent?			
Do employees have access to private areas, rooms or have the opportunity for a "walk and talk" to discuss sensitive issues with colleagues or management.			
Does the company encourage openness about mental health and wellbeing?			

Are employees given the opportunity to participate in the design or development of workplace wellbeing initiatives?			
Are you aware of the industry initiatives or partnerships aimed at promoting positive mental health and wellbeing in the workplace?			
Quarry sites only: Does the company's policy/policies align with the requirements of Regulation 40 Participation of persons at work of the Quarry Regulations 1999 (QR)			

2. DO

Question	Yes	No	Actions
Does the company communicate a mental health policy (or equivalent) using a range of media?			
Does the company provide mental health training to all employees			
Does the company have a risk assessment for stress in the workplace?			
If yes, have the risk assessments been communicated, understood, and signed.			
Does the company raise awareness of mental health or wellbeing in the workplace?			
Does the company provide access to mental health or wellbeing services and support either internally or externally? Employee assistance Programmes (EAP) for example			
Does the company have systems in place to allow meaningful dialogue to take place between managers and workers on key business, business changes, employment and restructuring issues (e.g., employee representation on safety committees, union representation or participation)?			
Does the company participate in industry initiatives or partnerships aimed at promoting positive mental health and wellbeing in the workplace?			
Does the company provide employee communications (e.g. blogs, case studies, internal campaigns, social media etc) on mental health and wellbeing?			
Does the company involve customers, contractors within its safety, health (including mental health) and wellbeing-related objectives?			

As a company do you engage in social activities with your employees?			
Have your managers/supervisors received the appropriate training regarding sensitive or confidential issues?			

3. CHECK

Question	Yes	No	Actions
Does the company monitor the effectiveness of communications you distribute?			
Does the company have objectives for the management of mental health or wellbeing in the workplace?			
Does the company have a process for measuring employee engagement (e.g., confidential employee surveys, engagement panel) and does this information support workplace mental health and wellbeing measurement and initiatives?			
Does the company report on progress against its mental health and wellbeing-related objectives?			
Do your employees actively take time (allocate time) to engage with other members of the team relating to mental health and wellbeing?			
How does the company actively monitor performance against your policy (or equivalent)?			
Do you yourself keep up to date on latest support, resources, or initiatives?			
Does the company monitor success or failures of your policies (or equivalent)?			
Does the company gather feedback from all levels within your company, using the appropriate range of terminology?			
Does the company raise the topic of Mental Health DEI and wellbeing during team talks, daily briefs or group meetings?			

