

MENTAL HEALTH AND WELLBEING POLICY

COWI UK Ltd is a company of consulting civil and structural engineers, specialising in bridges, tunnel and marine projects. We undertake projects at our offices in Bristol, Derby, Glasgow, Hong Kong, London and York, with our business support division located in Uttoxeter. We are a subsidiary of the COWI Group.

We are committed to promoting a positive culture around mental health and wellbeing and to tackling the work-related causes of mental health problems.

We acknowledge and are committed to fulfilling statutory and other obligations with regards to mental health and wellbeing and upholding the rights of our employees under the Equality Act 2010. We have a duty to ensure, so far as is reasonably practicable, the Health, Safety and Welfare of all our employees and all persons likely to be affected by our actions.

We recognise that good mental health and the wellbeing of our colleagues is an integral part of our working environment and can affect business performance. We are committed to continual improvement in mental health and wellbeing, providing safe and healthy working conditions and the prevention of accidents, injury and ill health in the workplace.

IN PARTICULAR WE SHALL:

- > Ensure commitment from the Board to promote good mental health and the prevention of injury and ill health.
- > Ensure relevant information and support is available with regards to mental health.
- > Ensure we have trained Mental Health First Aiders available
- > Ensure any concerns raised about mental health are dealt with in a sensitive and confidential manner.
- > Ensure adequate provision of resources both physical and financial
- > Ensure our work activities take account the mental health and wellbeing impact on our employees
- > Ensure compliance with all relevant legislation and codes of practice
- > Ensure the provision of a safe place to work with sufficient first aid facilities, welfare facilities, equipment, trained personnel and emergency procedures
- > Ensure a commitment to consult and participate with workers on mental health and wellbeing matters.
- > Implement a programme of Mental health training for all staff, in particular Line Managers
- > Support and encourage a healthy work life balance and will not positively discriminate on the basis of employees exceeding contracted hours.
- > Promote a good healthy lifestyle.

WE INTEND TO AIM FOR THE CONTINUAL IMPROVEMENT IN MENTAL HEALTH AND WELLBEING THROUGH:

- > Reviewing this Mental Health and Wellbeing Policy annually or more frequently depending on legislation changes or changes in work practice
- > Regular consultation with employees and providing current, relevant mental health and wellbeing information
- > Evaluating our performance by participating in the MIND Wellbeing Index, or similar independent employee survey.

ACCOUNTABILITY AND RESPONSIBILITY

The Board of Directors is ultimately responsible for the health, safety and wellbeing of all employees and for setting objectives to promote good mental health.

The Executive Director responsible for Health and Safety is responsible for raising any mental health and wellbeing concerns to the attention of the Board of Directors for action and additional allocation of resources where required.

The Executive Director responsible for Health and Safety and the Health and Safety Manager are responsible for monitoring company health, safety and wellbeing operations and for the issue of related instructions.

ALL EMPLOYEES HAVE A RESPONSIBILITY:

- > To care for their own mental health and wellbeing
- > To co-operate with the company in promoting a positive mental health culture
- > To raise any concerns with their Line Manager / HR Manager or H&S Manager about their own or a colleague's mental health
- > To help implement this policy.

Signed: 

Andrew Sloan

Executive Director responsible for Health & Safety

COWI UK Ltd

07/03/2019