

HEALTH AND WELL BEING WORKING GROUP

Wednesday 1 November 2017, 10.15, Rutherford Annex G08

Meeting notes

In attendance: Lisa, Sinead, Amanda, Olena, Steve, Kamilla, Grace, Clara, Lizzie

Apologies: Nick, Laurie, Diane

1. Group membership

Lizzie has returned from maternity leave and was welcomed back to the group.

2. PSSRU HWB survey report

The report was finalised and circulated to the wider Unit in October.

3. Communication survey

The short survey focusing on communication was conducted in early October. Lisa had downloaded and checked the data, and it has been made available to the rest of the HWB group.

It was agreed that it would be useful to have a short summary report of the findings, as well as the planned Good Practice Guidelines.

Clara had made a start on summarising the key issues raised for a short report. Lisa noted the key points from this at a meeting of the Management Group earlier in the week. The group felt it would be useful to summarise key points at the next unit meeting, and have time for discussion.

Actions:

- Lisa to continue work on Clara's first draft of the summary report the circulate to rest of the group
- Following this, Good Practice Guidelines for communication to be developed (Person to lead this to be decided).
- Prepare short verbal summary for next unit meeting (12 December)

4. Away day plans

It was agreed that a new date would be found for the Health and Wellbeing away day, in spring 2018. Diane had made a start with getting information about some of the possible activities, including Mental Health awareness training which the group agreed sounded like a good option. There was some discussion around 'physical wellbeing' activities, with suggestions including bubble

football (Diane had made contact and gotten some prices), bat and trap, a walk, and team building activities.

It was agreed that a subgroup was needed to plan the Away Day (although the wider group could still contribute), and Sinead, Lizzie and Clara volunteered (with Amanda offering to make phone calls etc. as needed).

Action:

- Lisa to arrange first meeting of Away Day planning group.

5. Other HWB activities

Socials

- The Christmas lunch is on 20 December
- Daniel has arranged Christmas drinks 8 December
- Daniel is in the process of arranging a Go Ape session

Others

- Lunchtime meditation is continuing
- Lunchtime walks have stopped for the moment (Grace to see if Karen could start these up again).