



POLICY

## Mental health and wellbeing policy (CP.014)

**VGC Value** – “We look after each other” - People are central to our success

### Vision

VGC delivers its business by achieving the highest standards of health and safety and ensuring that mental health and wellbeing is not adversely compromised by our activities.

VGC understands there are many factors that influence the wellbeing of staff and by understanding and overcoming these issues, we will improve the range of benefits for both individuals and our business such as improvements in the general wellbeing of our people, reduce absenteeism, lower staff turnover and increase productivity. We believe that the mental health and wellbeing of our staff is key to organisational success and sustainability.

### Strategy

This policy provides our commitments, and describes how we establish, promote and maintain the mental health and wellbeing of all staff through workplace practices.

### Our goals

- To build and maintain a workplace environment and culture that supports mental health, overall health, and wellbeing, and prevents discrimination (including bullying and harassment).
- To increase employee knowledge and awareness of mental health and wellbeing issues and behaviours.
- To reduce stigma around depression and anxiety in the workplace.
- To facilitate employees active participation in a range of initiatives that support mental health and wellbeing.
- Provide the necessary training and resources to deliver the above.
- Develop a programme of initiatives from our at-risk areas, identified in our business.
- To provide support for those affected from issues relating to deterioration in their wellbeing.
- To encourage the use of our professional partnership in the event that a crisis occurs and the contact details are available to all.

In order to maintain this culture we encourage our people to:

- Understand this policy and seek clarification if needed.
- Take reasonable care of their own mental health and wellbeing, including physical health.
- Take reasonable care that their actions do not affect the health and safety of other people in the workplace.
- Support fellow workers in their awareness of this policy.
- Support and contribute to our aim of providing a mentally healthy and supportive environment for all workers.
- Share issues with their line manager, in confidence, where issues may affect their wellbeing or ability to undertake duties, or which could put others at risk.
- Seek support when necessary – we endorse the use of Samaritans Tel 116 123
- In the event of emergency, or someone identified in vulnerable condition you are encouraged to call 999

Managers have a responsibility to:

- Ensure that all who are working on behalf of VGC are made aware of this policy
- Actively support and contribute to the implementation of this policy, including its goals
- Manage the implementation and review of this policy.

Signed

Dated: 31 March 2023

*L. R. Maxwell*

Laurence Mckidd  
Chief executive officer

*This policy confirms the commitments of all members of the VGC Group including VGC Labour Solutions, VGC Projects and VGC Personnel*

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## Related Information

KNOWLEDGE

Occupational health and wellbeing (4.HSW.001)

23 May 2023

⋮

This card features a teal header with icons for a gear, a clipboard, and a clock. Below the header, the text 'KNOWLEDGE' is displayed in a small white box. The main content area contains the title 'Occupational health and wellbeing (4.HSW.001)' and the date '23 May 2023'. A vertical ellipsis icon is located in the bottom right corner.

KNOWLEDGE

Mental Health (4.HSW.014)

24 March 2023

⋮

This card features a teal header with icons for a gear, a clipboard, and a clock. Below the header, the text 'KNOWLEDGE' is displayed in a small white box. The main content area contains the title 'Mental Health (4.HSW.014)' and the date '24 March 2023'. A vertical ellipsis icon is located in the bottom right corner.

## Owner

LM **Laurence Mckidd**  
Chief Executive Officer