

## The InsideOut Mental Health Leadership Charter Framework

Charter Principles		Stevenson-Farmer Standards
1	We believe in prioritising the mental health and wellbeing of our employees	
2	We have or will appoint a Board level sponsor for mental health	Enhanced Standard 2
3	We will include mental health and wellbeing on the Board meeting agendas a minimum of every 6 months	Enhanced Standard 2
4	We will introduce at least one mental health and wellbeing initiative each year, the impact of which will be shared in the company annual report (or equivalent)	Enhanced Standard 1
5	We have produced or commit to producing a dedicated annual report on employee mental health and wellbeing	Enhanced Standard 1
6	We have been represented on the InsideOut LeaderBoard or commit to work towards participation	Core Standard 3
7	We commit to role modelling healthy behaviours in our senior leadership team	Core Standard 4

Best Practice Checklist	
<b>1. We believe in prioritising the mental health and wellbeing of our employees</b>	
<b>Achieving</b>	Mental health and wellbeing is a stated priority of the organisation
<b>Advanced</b>	Board has implemented the core standards of Stevenson-Farmer (see above)
<b>Best Practice</b>	Mental health and wellbeing is a core strategic value of the organisation or the tenure of the CEO eg: The Environment Agency of work being a "life enhancing experience or John Flint, CEO of HSBC in creating "the healthiest human system in financial services"
<b>2. We have or will appoint a Board level sponsor for mental health</b>	
<b>Achieving</b>	Sponsor will be the CHRO or equivalent
<b>Advanced</b>	Sponsor will be the CFO, COO or CCO or equivalent who commits to speaking at an organisation wide mental health awareness event.
<b>Best Practice</b>	Sponsor will be the CEO who commits to speaking at a mental health awareness raising event, introducing storytelling videos, publishing a blog on employee mental health and signing off the annual report on mental health and wellbeing.
<b>3. We will include mental health and wellbeing on the Board meeting agendas a minimum of every 6 months</b>	
<b>Achieving</b>	Mental health and wellbeing is included in Board meeting agendas every 6 months
<b>Advanced</b>	Mental health and wellbeing is included in all Board meeting agendas
<b>Best Practice</b>	Mental health and wellbeing is a strategic priority of the board
<b>4. We have produced or commit to producing a dedicated annual report on employee mental health and wellbeing</b>	
<b>Achieving</b>	We have produced or commit to producing a dedicated annual report on employee mental health and wellbeing (either stand alone or as part of wider D&I reports)
<b>Advanced</b>	The organisation reports on mental health and wellbeing in the annual report
<b>Best Practice</b>	The organisation undertakes detailed analytics to report and inform on employee mental health and wellbeing actions and initiatives as the strategy evolves eg issues such as presenteeism and assess the effectiveness of policies and interventions designed to improve employee mental health including ROI.
<b>5. We will introduce at least one mental health and wellbeing initiative each year, the impact of which will be shared in the company annual report (or equivalent)</b>	
<b>Achieving</b>	One new initiative is introduced each year and the impact is reported on in the annual report
<b>Advanced</b>	The organisation has a strategic plan around creating a mentally healthier workplace and this is implemented and tracked in the annual report. A minimum of 2 new initiatives are introduced each year
<b>Best Practice</b>	The organisation is treating the mental health and wellbeing of employees as a transformational programme, the progress and impact of which is tracked and reported upon in the annual report
<b>6. We have been represented on the InsideOut LeaderBoard or commit to work towards participation</b>	
<b>Achieving</b>	The organisation has senior leader role models who are open internally and committed to one of their senior leaders participating on the LeaderBoard
<b>Advanced</b>	The organisation has representation on the LeaderBoard
<b>Best Practice</b>	Board level executives (or equivalent) have been represented on the InsideOut LeaderBoard
<b>7. We commit to role modelling healthy behaviours in our senior leadership team</b>	
<b>Achieving</b>	Senior leaders have an awareness of the pillars of wellbeing (Sleep, Stress management, Social Connection, Nutrition, Doing Good, Purpose, Exercise) and adopt good practice in these areas
<b>Advanced</b>	Senior leaders actively role model positive behaviour in respect of the pillars of wellbeing eg visibly taking a lunch break or exercising in the day
<b>Best Practice</b>	The pillars of wellbeing are actively integrated into the culture of the organisation eg the mobile phone operator, Three, introducing "Wellness Wednesdays" where employees are discouraged from putting meetings in the diary over lunchtime and encouraged to focus on wellbeing instead.

### Stevenson-Farmer Core Standards

- 1 Produce, implement and communicate a mental health at work plan
- 2 Develop mental health awareness among employees
- 3 Encourage open conversations about mental health and the support available when employees are struggling
- 4 Provide your employees with good working conditions
- 5 Promote effective people management
- 6 Routinely monitor employee mental health and wellbeing

### Stevenson-Farmer Enhanced Standards

- 1 Increase transparency and accountability through internal and external reporting
- 2 Demonstrate accountability
- 3 Improve the disclosure process
- 4 Ensure provision of tailored in-house mental health support and signposting to clinical help