

Step 4. Action Plan

Healthy Places strategies

Your workplace wellness program includes strategies for Healthy Places. The aim of these strategies is to create a workplace environment that supports healthy lifestyle behaviours.

Look for strategies that consider the physical, policy and cultural environment in the workplace. Healthy Places strategies focus on the following healthy lifestyle behaviours:

- › physical activity
- › healthy eating
- › quitting smoking
- › reducing alcohol consumption
- › social and emotional wellness.

Examples

Your workplace wellness objectives may relate to encouraging physical activity and enhancing social and emotional wellbeing among employees. Strategies are the ways to achieve your objectives. Activities are the day-to-day actions that sit under each strategy.

a) Wellness objective to increase physical activity

Healthy Places strategies	Healthy Places activities
Physical environment	
Provide facilities that support physical activity.	<ul style="list-style-type: none"> › Set up an outside basketball hoop or an indoor tennis table for employee use during breaks. › Provide bike storage racks, showers, change room facilities and lockers. › Make the stairwells attractive—put up motivational posters such as ‘one step at a time’ and ‘small steps make a big difference’. › Provide standing workstations.
Policy environment	
Develop and implement a policy on flexible work options to support employees to be active in the workplace.	<ul style="list-style-type: none"> › Seek management commitment to develop a policy that offers flexitime to participate in physical activity. › Consult with employees during development of the policy. › Launch and promote the policy. › Include the policy in employee induction programs.
Cultural environment	
Create a culture that encourages physical activity by employees.	<ul style="list-style-type: none"> › Encourage employees to have face-to-face conversations rather than sending emails. › Encourage employees to have walking meetings. › Set up a pedometer loan scheme for employees, see 10,000 Steps <www.10000steps.org.au>.

b) Wellness objective to enhance social and emotional wellness

Healthy Places strategies	Healthy Places activities
Physical environment	
<ul style="list-style-type: none"> › Provide facilities that encourage social interaction. › Provide facilities that enable employees to access privacy and quiet when required. 	<ul style="list-style-type: none"> › Provide a space for employees to socialise and relax. › Install a ‘thank you’ board where colleagues can post positive comments. › Provide a private, soundproof room that employees can use (e.g. breastfeeding mothers, visiting health professionals or an employee assistance program).
Policy environment	
<ul style="list-style-type: none"> › Develop and implement a policy on flexible work options to support employees to maintain work–life balance. › Review existing policies and practices to ensure they promote social and emotional wellness. 	<ul style="list-style-type: none"> › Seek management commitment to developing a policy that offers flexitime to manage family commitments or attend support services. › Consult with employees during development or review of policies. › Launch and promote the new/revised policies. › Include the policies in employee induction programs.
Cultural environment	
<p>Create a culture that supports and rewards employees.</p>	<ul style="list-style-type: none"> › Organise social functions within the workplace to help build social networks. › Start an employee recognition scheme to award employee achievements.
<p>Provide induction and periodic training for managers to explain how to support the social and emotional wellness of employees.</p>	<ul style="list-style-type: none"> › Liaise with management to develop an induction and/or professional development schedule for training on supporting employees through leadership, trust, respect and workload management.