



Positive Working Environment

Commitments 2

PWE

‘Making working life productive,
rewarding, enjoyable and healthy’

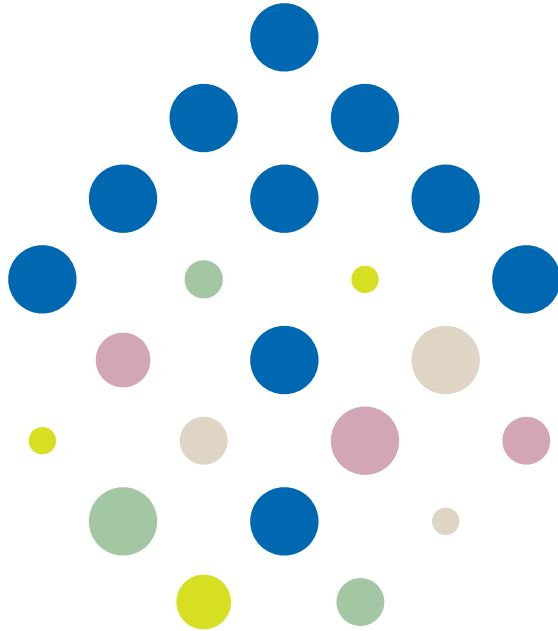




In 2003

thousands of us took part in a survey aimed at finding out what members of staff thought about the University as a place to work. The results – both good and bad – shaped a series of commitments that the University subsequently made to all staff. The commitments fell into five categories:

- 1. Staff support and development**
- 2. Leadership and management**
- 3. Communication**
- 4. Physical environment**
- 5. Evaluation (is this initiative making a difference?)**

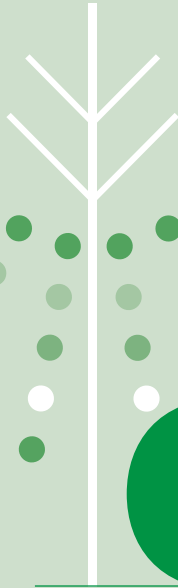


Since then, the Positive Working Environment (PWE) Steering Group has been co-ordinating efforts to fulfil the commitments that were made.

In 2007, a second survey took place. Again, thousands of staff members participated. The results showed that there had been encouraging progress in each of the five commitment areas, but that some problems persisted.

The PWE Steering Group has now reviewed the original commitments in the light of the results of the second survey. It has identified which ones should continue and introduced some fresh ones. It has also added a new category: The healthy university.

This leaflet summarises the work that will be carried out in each of the six commitment areas over the next three years. The University is determined to build on the achievements to date and to tackle the concerns that remain.



one

Staff support and development

THIS MEANS CREATING

“A working environment that helps to develop an enjoyable and rewarding career”

We will continue to develop career opportunities and support for all staff, and improve the effectiveness of the staff review and development process. In addition we will:

- Offer guidance on how we should treat one another.
- Find ways to improve the support available to staff with caring responsibilities.
- Change the way that staff are supported when they join the University.
- Target the causes of bullying and harassment.

two

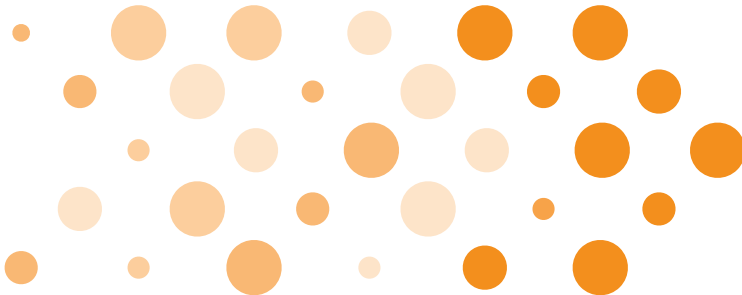
Leadership and management

THIS MEANS THAT

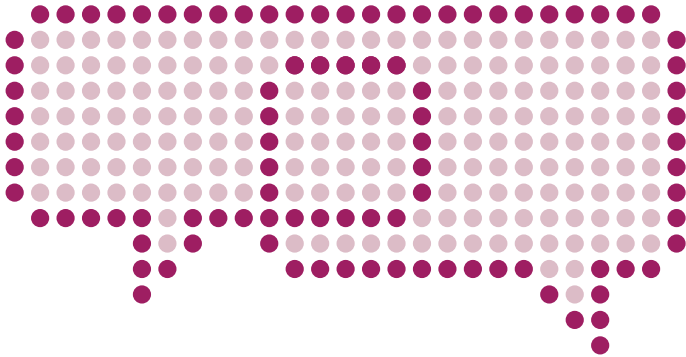
“Leaders, managers and supervisors will have access to appropriate, tailored and professional development to prepare them for their roles and to support them in achieving strategic and operational goals”

We will continue to invest in developing senior managers and the leaders of tomorrow. In addition we will:

- Clearly explain what is expected of all staff with management responsibilities.
- Invest in the development of line managers.
- Support managers in getting the best from flexible working in teams.
- Support managers in getting the best performance from their staff.



Communication three



THIS MEANS THAT

“You will have ready access to University news and information, together with the opportunity to influence decision making through effective internal communication and consultation processes”

We will maintain the ‘Positive Communications’ leaflet series and the PWE web site, continue to involve staff in changes that affect them and take care to let people know what is going on. In addition we will:

- Find better ways to listen to staff members’ opinions and ideas.
- Further enhance the online news and information service.
- Learn from a major research project that is currently under way to identify effective approaches to internal communication at universities.



THIS MEANS THAT

“Internal and external building quality will be maintained and new facilities developed to meet the future demands of the University Plan”

We will continue to improve the physical environment and to make transport and movement easier. In addition we will:

- Promote the University's current travel-to-work provision.
- Develop a long-term plan to help make travelling to, from and during work more convenient and less damaging to the environment.
- Enhance the control of health and safety risks in the workplace.
- Modernize or replace buildings which contain inappropriate or inadequate working environments.
- Ensure that new buildings are developed which achieve high levels of sustainability.

four

Physical environment

THIS MEANS THAT

“Members of staff will enjoy a working environment that promotes a proactive approach to health and well-being”

We will increase staff awareness of existing services that relate to sport, exercise, health and well-being. In addition we will:

- Develop a long-term plan for improving health and well-being at work.
- Support departments in improving 'local' health and well-being.
- Assess the impact of stress across all departments.
- Create new opportunities for staff to improve their health and well-being.





six

Monitoring, evaluating and reporting

THIS MEANS THAT

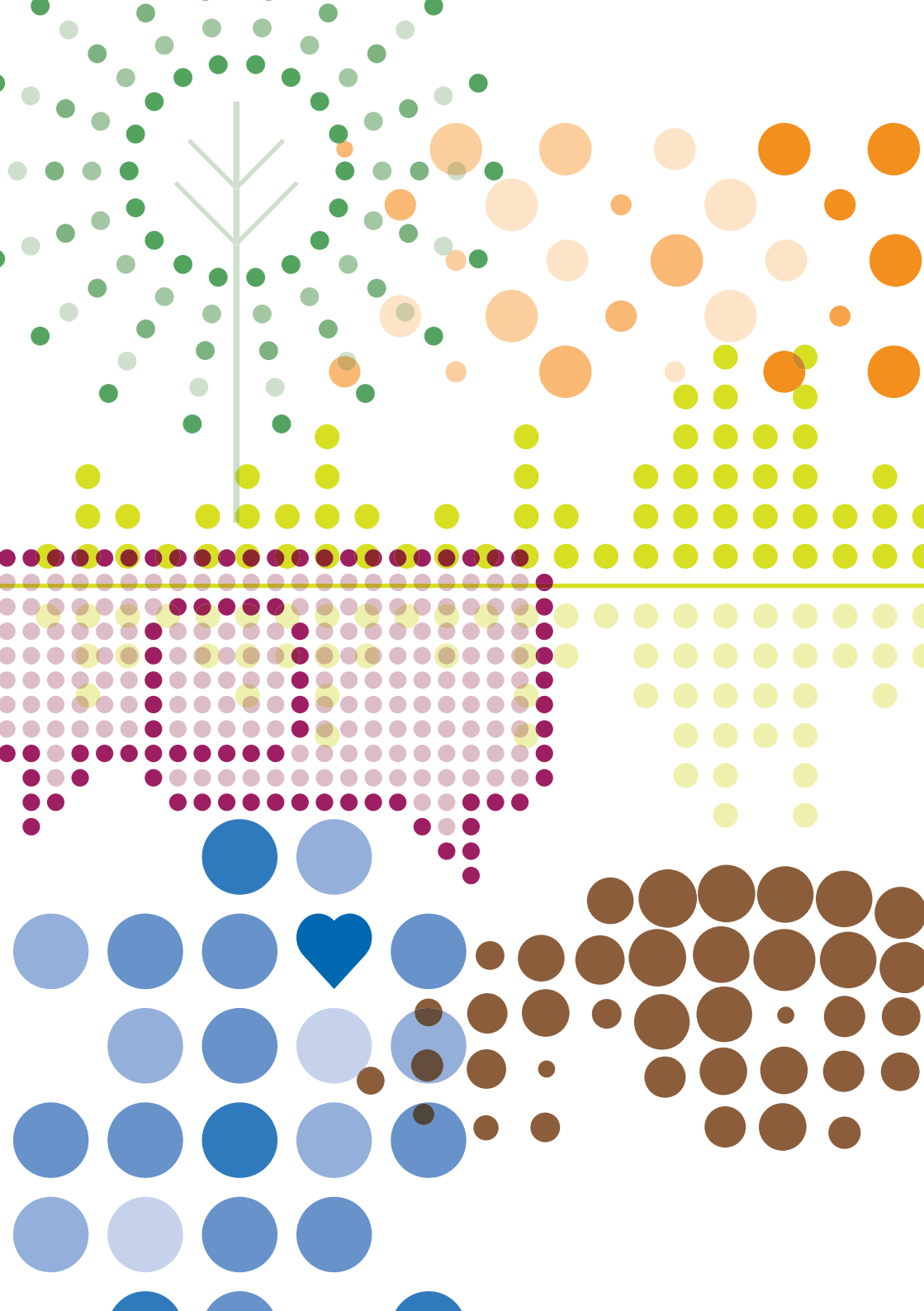
“Progress towards developing our PWE will be monitored, evaluated and communicated to all staff”

We will continue to produce annual reports on the progress of the PWE initiative and to include PWE in University annual reports and strategic plans. In addition we will:

- Work towards identifying links between PWE and University success.
- Use PWE data during departmental planning.



**You can find
out more
about PWE at
bristol.ac.uk/pwe/**



Positive Working Environment

Commitments 2

PWE

‘Making working life productive,
rewarding, enjoyable and healthy’

bristol.ac.uk/pwe

If you need all or part of this publication in accessible format (eg in Braille, in larger format or on tape), please contact the Personnel Services, tel. +44 (0)117 928 7776

Anything to add? Wish to comment? You can do this via pwe-feedback@bristol.ac.uk

Design: www.greenhatdesign.co.uk

© University of Bristol 2008

