

RESPONSE #108742026 SUBMITTED ON 28/03/18 16:11:00

WEF Voluntary Action Fund Online Application Form

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[Click here to name this section](#)

1.1 Legal name of your organisation

Legal name of your organisation **SAMH - Scottish Association for Mental Health**

1.2 Registered address for your organisation

Address 1 **Brunswick House**

Address 2 **51 Wilson Street**

Address 3 *No answer given*

Town / City **Glasgow**

Postcode **G1 1UZ**

Email **[REDACTED]**

Website Address **www.samh.org.uk**

1.3 Main contact for this application

First Name **[REDACTED]**

Last Name **[REDACTED]**

Position **Executive Trust & Foundations Fundraiser**

Telephone **[REDACTED]**

Mobile **[REDACTED]**

Email **[REDACTED]**

1.4 Bank account details

Name of Bank **[REDACTED]**

Account Name **[REDACTED]**

**REDACTED -
OUT OF SCOPE**



Bank Account Number

[REDACTED]

Sort Code

[REDACTED]

Number of signatories

[REDACTED]

REDACTED -
OUT OF SCOPE

1.5 The legal status of your organisation

Legal Status **Company Limited by Guarantee**

Other *No answer given*

Charity No. **SC008897**

Is your organisation a branch of another charity/body? **No**

Company No. **SC82340**

In what year was your organisation established? **1923**

1.6 Is your organisation a Social Enterprise?

Is your organisation a Social Enterprise? **No**

1.7 Annual income

What was the income of your organisation in its last financial year? **17507438**

No answer given

1.8 Geographical area

In which local authority area is your registered office based? **Glasgow**

1.9 What are the main aims and activities of your organisation?

What are the main aims and activities of your organisation? **SAMH is Scotland's largest mental health charity operating over 60 services in communities across Scotland and supporting around 4,000 people annually. Mental health affects us all and everyone's mental health journey is unique so our services are person centred and based on an ethos of recovery. SAMH's work supports three strategic goals: (1) Being there for people (2) Promoting Good Mental Health (3) Ending Stigma and Discrimination.**

Funding would be allocated to the See Me programme, of which SAMH, in partnership with the Mental Health Foundation, are Managing Partners.



See Me is Scotland's national programme to end mental health stigma and discrimination. We challenge stigma and discrimination at its roots - wherever people experience it - at work, through health and social care, in education, at home or in local communities. See Me's aims are:

1. People will live in a society where they needn't feel ashamed of a mental health problem (MHP).
2. People with lived experience are valued and enabled to contribute fully to society, and their rights are realised in the settings that have the biggest impact on their lives.
3. Stigma and discrimination will be reduced among communities and workplaces to have a positive impact on the lives of people with MHP and support recovery.

1.10 Who are the people involved in your organisation?

How many Board members do you have?	12
How many volunteers are involved?	154
How many full-time staff are employed?	385
How many part-time staff are employed?	198

1.11 Describe the make up of your Board of Trustees/ directors.

Briefly tell us about their skills and experience.

SAMH is governed by a Board of Trustees (comprising of 12 individuals), a Chief Executive and 3 Executive Directors; and benefits from wealth of experience and knowledge from a broad range of skills and backgrounds including NHS and policy experience (development of mental health legislation), chartered accountancy with commercial experience, research, fundraising, risk assessment and experience of working across different charitable organisations.

See Me is managed by Billy Watson, Chief Executive of SAMH, and Isabella Goldie, Director of Development and Delivery of the Mental Health Foundation. See Me is led by a Director and two Assistant Directors. See Me has an Advisory Group, the majority of which have lived experience of mental health problems including the Chair and Vice-Chair. The Advisory Group also includes significant expertise on relevant areas, such as psychiatry, recovery, equality, human rights, education and employment.

1.12 Independent Referee

Name	[REDACTED]
Position	[REDACTED]
Organisation	[REDACTED]
Address 1	[REDACTED]
Address 2	[REDACTED]
Address 3	No answer given
Address 4	No answer given



Town	[REDACTED]
Postcode	[REDACTED]
Telephone	[REDACTED]
Email	[REDACTED]
Relationship to your organisation	[REDACTED]



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2.1 Name of project **Mental Health Equality in the Workplace****2.2 Project start/end date**Start date (dd/mm/yyyy) **01/05/2018**Project end date (dd/mm/yyyy) **31/03/2019**

2.3 Briefly describe your proposed project

SAMH and See Me propose a pilot project trialling new approaches and developing good practice on mental health (MH) equality in the workplace. We'll showcase developments nationally and incorporate learning into wider See Me in Work and SAMH's Mentally Healthy Workplaces programmes.

Our ambition is through strong partnerships with employers, we'll support them to embed a more inclusive, stigma-free working environment focused on MH. It's widely recognised that MH in the workplace hasn't had sufficient focus within disability workplace practice. Our objective is to clarify how success can be realised in relation to disability discrimination law by growing knowledge, skills, policies and practice around MH.

We'll form partnerships with five Scottish businesses, from WEF identified sectors, offering bespoke consultancy support to each based on organisational needs and informed by evidence and experiences from See Me in Work and SAMH's Mentally Healthy Workplaces. The project will involve volunteers with lived experience of MH problems in project development and analysis.

2/3 of us will experience MH problems in our lifetime and whilst good work can be a protective factor it's well documented work can be a significant source of distress; DWP estimate that 300,000 people lose their job each year due to a long-term MH problem.

The project findings will be used to secure a step change in the See Me in Work programme and inform SAMH workplace programmes. We'll also ensure findings are disseminated through supply chains and business networks to support longer-term benefit and wider sustainability to the Scottish workforce.

2.4 Participant Groups

Disabled People

2.5 Please describe the need or issue that your project will address, including evidence of need

The See Me in Work Programme was established in 2015 and works across four levels that provides access to E-learning, advice and employee surveys and improvement planning. Demand on the programme has been increasing (from 32 employers in 2015 to 115 today) however only four have adopted improvement plans. What See Me evaluation has identified is that there are major gaps in established good practice on mental health in the workplace and a lack of confidence and knowledge amongst employers to make changes. The evaluation of year one of the programme found early signs of culture change but a significant need for practice development in relation to supportive policy and practice, mental health awareness, especially confidence and competence of staff and managers in raising MH issues and defining appropriate responses to disclosure See Me's work has highlighted the need to work with employers to create the conditions for those experiencing MH problems to feel included through improvements in:

- Mental health awareness
- Commitment of senior leaders and managers
- Creating a stigma free culture and ethos
- Confident and informed line management
- Safe, effective and pertinent disclosure
- Understanding and adopting reasonable adjustments



- Effective approaches to training.

SAMH report similar findings through our corporate engagement (fundraising partnerships and commercial training). Requests for Lunch and Learn Workplace wellbeing sessions have been consistently high since launching in early 2016 (119 sessions in 2016/17 and 118 sessions in 2017/18) along with our requests for our commercial trainings including Maintaining Wellbeing and Mental Health Awareness (31 sessions in 2016/17 and 69 sessions in 2017/18; a 122% increase).

The Disability Action plan refers to the Scottish Government's Mental Health Strategy which sites specifically employment as a priority area for development;

Action 36: Work with employers on how they can act to protect and improve mental health, and support employees experiencing poor mental health.

Action 37: Explore with others innovative ways of connecting mental health, disability, and employment support in Scotland.

Through transforming policy and practice on mental health in the workplace this project will contribute significantly to both these actions.

See Me also proposes that this programme will contribute to Scotland's Labour Market Strategy by creating more inclusive employment opportunities amongst the largest private sector employers in Scotland. The Thriving at Work report commissioned by the UK Government established the human and economic costs of poor mental health at work and proposed "mental health core standards", which our good practice development will contribute to.

2.6 Please show how your project would pay due regard to the principles within the Fair Work Framework, namely Effective Voice, Opportunity, Security, Fulfilment, Respect.

Effective Voice: See Me programmes are co-produced with people with lived experience of mental ill-health. See Me in Work programme incorporates E-Learning from a lived experience perspective and more recently includes lived experience volunteers working alongside staff to support employers and See Me events. This project will continue to use this approach, ensuring Champions are involved in partnerships. Employees of project partners will be provided with several opportunities to have their voices and opinions heard, including through See Me's employee health check questionnaires.

Opportunity: See Me and SAMH encourage people with lived experience to apply for posts and volunteer opportunities with us. This will be applied to the role of the Workplace Consultant. Our project will contribute to corporate partners adopting best practice and updating policies. This will ensure employees are given a fair and equal chance to pursue progression and promotional opportunities within their workplace.

Security: Through the adoption of good practices and staff engagement, the employees of corporate partners will feel able to disclose MH issues and concerns with the confidence that their job is secure. We'll endeavour to secure further funding / establish a commercial footing for this project in order to establish a permanent position within See Me/SAMH.

Fulfilment: The Workplace Consultant role is an exciting one within which we'll ensure the post-holder will have considerable room for decision making and control over their workplan. For our corporate partners, establishing a culture of openness and understanding around MH issues will support employees to feel comfortable and fulfilled in their roles.

Respect: New staff/volunteers undertake an intensive induction process and are trained in human rights, MH awareness and the values that underpin "The See Me Way". Our planned work will improve the health, safety and wellbeing in the workplace leading to increased respect between employees and employers.

2.7 Will your project have a national or local remit?

National



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3.1 Fund Outcomes

- Outcome 1 Employment opportunities and progression in the workplace are improved for participant groups and consideration is given to how this can be embedded into the workplace to ensure lasting change
- Outcome 2 Knowledge, skills, policies and practices are improved in order to address employment inequalities, discrimination and barriers/challenges within the workplace
- Outcome 3 A more inclusive working environment is created and continued through employees and employers working in partnership
- 3.2 Describe the project activities to be carried out and any targets for these
- From amongst See Me and SAMH's existing relationships with major private sector employers we will secure the commitment of up to five to work with us in the form of a commitment letter. Two employers, [REDACTED], have already committed. See Me will then meet with each to discuss agreed priority areas for action from the list of practice development items we have proposed. A minimum of two areas will be identified with each employer. A workplan will be co-produced with each partner identifying timescales and targets.
- The employers and Workplace Consultant will be electronically networked to form a collaborative and will meet in person to support bespoke working and peer support. The bulk of the work will take place through the Workplace Consultant accessing and analysing the partner employers current workplace policies and their feedback upon challenges experienced. See Me volunteers and expert input from the Advisory Group and Research and Evaluation partner, [REDACTED] will be incorporated. The Consultant will work closely with the employer to develop improved policy. Alongside this, bespoke advice on adoption and implementation will be given and if required a training input. Crucially this work will explicitly identify how the policies will be more effective at fulfilling the requirements of disability discrimination law in the workplace. The timescale for the project is insufficient to test new policies in practice. However, our Evaluation partner [REDACTED] review policy developed and provide an independent expert lead ([REDACTED]). A further target would be that a majority of employers worked with commit to adopting and rolling out the policies through subsequent work with See Me and SAMH. In so far as is possible we will work with the employer partners to test the new policies in practice.
- An end of project, a dissemination event will showcase the progress made by employers and highlight the areas of new policy and practice developed. This will be aimed at wider cohort of employers from across Scotland based upon the See Me and SAMH databases. To support wider dissemination of learning we will publish a report which highlights the emergent good practice [REDACTED]. In the report we will also identify how policy development during the project will be incorporated into the wider See Me in Work programme.
- 3.3 How will you measure that the activities you plan to carry out are being achieved?
- The project will develop a workplan with timescales monitored and managed by See Me's Health, Social Care and Workplace Manager to whom the Workplace Consultant will report. Via the Director and See Me's Managing Partners will receive updates on progress a part of their two-monthly governance meetings. We will use See Me's existing traffic light system to measure progress against plan and the Manager will report exceptions or risks to the Assistant Director, Programmes for resolution if required.

MHF our Evaluation partner will also conduct pre and post programme interviews with the employers to document the benefit of working with See Me in the programme. Project expenditure is recorded on our financial system, TechOne. This is overseen by SAMH's Financial Controller.

3.4 What difference/change will take place for the beneficiaries as a result of your project activities?

Fund outcome 1:

Lasting change will be ensured through the development of a better standard of policy and practice which will be:

- o Adopted by the partner employers
- o Incorporated into the wider See Me in Work programme working with a much larger range of employers

Fund outcome 2:

- Knowledge, skills, policies and practices will be improved by

- o The partner employers adopting better policy and practice
- o The partner employers being more skilled in their adoption and implementation
- o The partner employers being more confident in addressing the barriers, inequalities and discrimination experienced by people with mental health problems at work.

Fund outcome 3:

- More inclusive working environment is created by

- o Ensuring employees are involved in policy changes, trainings etc.
- o Creating more opportunities for employees (with and without lived experience)

Through supporting employers to adopt better policies and practices and meet the above outcomes, employees will create a culture where employees will feel more comfortable and secure to talk about their mental health in the workplace and be assured that the knowledge and support is in place to help them do this without fear of stigma or discrimination. This will:

- Lead to more mentally healthy employees and workplaces.
- increase employees confidence in their company and their ability to be aware and supportive of mental health without it having a negative impact of the affected employee(s).
- increased transparency resulting from internal and external reporting requirements.

This project will also greatly benefit the employer who will experience an increase:

- in staff cohesion and levels of productivity.
- in their positive reputation across their sector helping the to secure the best possible staff who want to work for a responsible and supportive mental health employer.

By disseminating learning to a wider group of corporate employers, these benefits will have a greater reach over time and increase industry standards.

3.5 How will you measure progress towards achieving the changes/difference made?

Progress will be measured and demonstrated using the overall plan for the project which will be based on a theory of change. Each employer will have a co-produced bespoke plan with a set of indicators to measure progress.

Our evaluation partner, [REDACTED] will provide an analysis of the extent to which the project has contributed to the outcomes identified. [REDACTED] will also conduct pre and post interviews to source feedback from the partner employers as to the effectiveness of the intervention provided by See Me.

At the dissemination events we will ask invited guests to feedback on our findings and indicate if they would be interested in engaging with this project, if available, in the future.

3.6 What will be the challenges of this project

The challenge See Me anticipates, and will prepare for, lies in the extent to which employers



and how will you overcome them?

can apply consistent commitment during the life of the project.

We will prepare for this in three ways. Firstly we will use the co-produced workplan with each employer to ensure a realistic volume of work and seek senior level authorisation for this. Secondly, we will ensure our Workplace Consultant has continued and regular engagement with our partners throughout the project period. This will include regular face-to-face contact. He/She will also have ongoing supervision and support.

Finally, through our close monitoring of progress we will, in extremis, take remedial action if required by for example removing a partner employer from the programme in favour of another one.

3.7 How will your organisation work in partnership with other public, private and third sector organisations to achieve greater outcomes?

Partnership is at the core of See Me's and SAMH's approach and we have vast experience of working in successful partnerships with a wide number of public, private and third sector organisations.

For this project we will work with our identified employer partners on partnership basis with co-produced plans and maximising their own collective expertise as part of the collaborative. We will also make the most of our third sector managing partner's expertise; SAMH and Mental Health Foundation who themselves have expertise in relation to mental health and employment.

We will also achieve greater outcomes and enhance sustainability by incorporating the policy developed into the wider See Me in Work and SAMH Mentally Healthy Workplace programmes, exposing the work developed to a large range of employers from across sectors.



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4.1 How many staff will be employed on this project?

Staff Details



4.2 Tell us about the key duties, relevant skills and experience of staff to be funded by this project.

The post holder will be contracted to work 37.5 hours per week.

The post holder will be required to have;

- Experience of working in partnership, preferably with employers
- Knowledge of disability discrimination law / policy
- Good mental health knowledge
- Good policy development skills.

Their duties will include;

- Working collaboratively with employers, the wider See Me team and Champions
- Reviewing existing policy and practice
- Analysing existing evidence basis on mental health in the workplace
- Co-designing new policy
- Reporting on progress
- Facilitating discussions



[REDACTED]

State Aid

5.6 It is a requirement of public funding bodies to ascertain the State aid risk in any award of public funding. Are you currently in receipt of any awards or have you received an award in the past two fiscal years?

Other funding

5.7 Do you currently receive funding from another Scottish Government Fund?

If yes, please provide details of the funding you receive. Please include Date of Award, Amount and Name of fund

[REDACTED]



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- 6.1 Will your project mainly benefit people from a particular ethnic background? **No**
- A. White *No answer given*
- B. Mixed or Multiple Ethnic Groups *No answer given*
- C. Asian, Asian Scottish or Asian British *No answer given*
- D. African *No answer given*
- E. Caribbean or Black *No answer given*
- F. Other ethnic group *No answer given*
- 6.2 Will your project mainly benefit people from a particular age group? **Yes**
- If yes, which age group? (Please select all that apply) **0-24 years,25-44 years,45-54 years,55-64 years**
- 6.3 Will your project mainly benefit disabled people? **Yes**
- 6.4 Will your project mainly benefit people of a particular gender? **No**
- If yes, which? (Please tick all that apply) *No answer given*
- 6.5 Will your project mainly benefit people who identify as transgender? **No**
- 6.6 Will your project mainly benefit people who are lesbian, gay or bisexual? **No**
- 6.7 Will your project mainly benefit people of a particular religion or belief? **No**
- If yes, which specific religion or belief? *No answer given*
- 6.8 Where did you hear about this fund? **Direct email**



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Name 

Position **Executive Trust & Foundations Fundraiser**

Date (dd/mm/yyyy) **28/03/2018**

Has this application been authorised by a Senior Management Committee member or a Trustee/Director of the Board? **Yes**

Name of management committee member: **Calum Irving**

Position: **Programme Director - See Me**



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A copy of your Memorandum and Articles or Constitution, or other governing document, signed and dated [REDACTED]

Most recent independently examined or audited accounts, or verified statement of income and expenditure (if a new organisation, most recent bank statement) [REDACTED]

A copy of your Equality and Diversity Policy if available [REDACTED]

A copy of your vulnerable adult policy if your project is working with vulnerable adults [REDACTED]

Excel Budget Form (from section 5) [REDACTED]

Attached Files

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



[Redacted text block]

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