

Mentally Healthy Workplace Toolkit

Benchmarking Tool

Use this tool to reflect on your organisation's current approach to workplace mental health, identify priorities and decide where to begin exploring the Toolkit.

About this tool

This tool is designed to help you understand your organisation's current approach to workplace mental health and wellbeing.

It is not a test and there is no pass mark.

The purpose is to help you identify strengths, gaps and opportunities for improvement, and to help you decide where to begin exploring the website.

You do not need to work through the website in order. Many organisations choose to start with the areas that are most relevant to their workforce, organisational priorities or current challenges.

Your Toolkit Journey

This benchmarking tool is designed to help you decide where to begin.

Use your results to identify the themes and areas that are most relevant to your organisation, then explore the Toolkit for practical actions, resources, case studies and guidance that support those priorities.

How to use this tool

For each statement, select the option that best reflects your organisation today.

Rating Description

- | | |
|---|------------------|
| 0 | Not yet in place |
| 1 | Partly in place |
| 2 | Mostly in place |
| 3 | Fully in place |



Preview version

This benchmarking tool is being launched alongside the Mentally Healthy Workplace Toolkit. An enhanced interactive version will follow.

Leading the Way

Planning and priorities

We have a clearly communicated approach to workplace mental health and wellbeing.

0 1 2 3

Related website sections: Have a clear plan for mental health across your workplace

Leadership commitment

Leaders visibly support and champion mental health and wellbeing.

0 1 2 3

Related website sections: Demonstrate commitment to mental health at work; Leading by example on mental health at work

Awareness and understanding

We actively build mental health awareness and understanding across our organisation.

0 1 2 3

Related website sections: Make mental health awareness and understanding a priority

Evaluation and employee voice

We regularly gather feedback, review progress and involve employees in shaping our approach.

0 1 2 3

Related website sections: Check how your approach is working; Involve everyone in shaping mental health at work



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Communication

Mental health and wellbeing are discussed openly and communicated clearly across the organisation.

0 1 2 3

Related website sections: Communicate clearly to support mental health at work

Fair and inclusive foundations

Our policies and procedures support fairness, inclusion and good mental health.

0 1 2 3

Related website sections: Establish fair and inclusive policies and procedures

Leading the Way Score

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Designing Good Work

Safe and respectful workplaces

We take active steps to prevent bullying, harassment, discrimination and other workplace harms.

0 1 2 3

Related website sections: Protect people from harm at work

Psychological safety and belonging

People feel safe speaking openly and can be themselves at work.

0 1 2 3

Related website sections: Create a safe and supportive environment that protects mental health



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Flexible and inclusive working

We support flexible ways of working where appropriate and respond to people's changing needs.

0 1 2 3

Related website sections: Support flexible ways of working

Fairness and opportunity

Work is fair, consistent and provides opportunities for people to develop and succeed.

0 1 2 3

Related website sections: Ensure work is consistent, fair and rewarding for everyone

Job design and workload

Roles, responsibilities, workload and expectations support good mental health.

0 1 2 3

Related website sections: Adapt jobs to support good mental health

Managing workplace risks

We identify and address sources of workplace stress and other risks to mental health.

0 1 2 3

Related website sections: Identify and reduce risks to mental health at work

Designing Good Work Score

____ / 18



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Supporting Your People

Promoting wellbeing

We encourage healthy habits and support people to look after their wellbeing.

0 1 2 3

Related website sections: Support physical activity for good mental health; Support self-care for good mental health

Mental health support

People can access appropriate support when they need it.

0 1 2 3

Related website sections: Provide a variety of mental health support options; Help people access mental health support

Peer support and connection

People have opportunities to connect, support one another and build positive relationships at work.

0 1 2 3

Related website sections: Facilitate peer support and connection

Supportive management

Managers support wellbeing through regular conversations, communication and day-to-day management.

0 1 2 3

Related website sections: Support people through good management

Supporting managers

Managers have the skills, confidence and support they need to support workplace wellbeing.

0 1 2 3

Related website sections: Help managers to manage well



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Support through absence and return to work

We provide effective support during periods of absence and return to work.

0 1 2 3

Related website sections: Support people through absence and return to work

Responding to individual needs

We adapt work and provide support that reflects individual needs and circumstances.

0 1 2 3

Related website sections: Respond and adapt to meet people's needs at work

Supporting Your People Score

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Reflection

What are our strongest areas?

Which areas scored lowest?

What would make the biggest difference to our people right now?

Which area feels most important to focus on next?

Choosing Where to Start

There is no single route through this resource.

You do not need to work through the website in order, and different organisations will have different priorities depending on their size, workforce and current challenges.

The areas below correspond to sections of the website where you can find practical actions, resources and case studies.

Based on your benchmarking results and reflections, which areas would you like to explore further?

Tick as many as you wish.

Leading the Way

- Planning and priorities
- Leadership commitment
- Awareness and understanding
- Listening, Learning and Improving
- Communication
- Policies, Procedures and Inclusion



Preview version

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Designing Good Work

- Safe and respectful workplaces
- Psychological safety and belonging
- Flexible and inclusive working
- Fairness and opportunity
- Job design and workload
- Managing workplace risks

Supporting Your People

- Promoting wellbeing
- Mental health support
- Peer support and connection
- Supportive management
- Supporting managers
- Support through absence and return to work
- Responding to individual needs



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Your Toolkit Journey Begins

Use your benchmarking results to explore the themes, tasks, resources and case studies that best match your organisation's priorities.

Remember: there is no right order. Start where it will make the biggest difference to your people.

Use the areas you have selected to navigate to the relevant sections of the website.

Within each section you will find:

- Practical actions
- Resources and guidance
- Case studies and examples
- Ideas suitable for organisations of different sizes

As you explore the website, consider which actions are most relevant to your organisation's needs, workforce and current priorities.

Notes

Use this space to capture any ideas, actions, resources or examples you would like to explore further.



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