

Line Managers' Health Check Questionnaire

Workload

- Are any staff currently working under excessive workloads?
- Are unrealistic tasks or deadlines often imposed?
- Is there a culture of long working hours?
- Are some people struggling with a pace of work that is too fast for them?

Relationships

- Are there any poor working relationships between any colleagues?
- Are there any current or recent cases of harassment and bullying?
- Are people's personal problems having an impact on their work output?
- Is there a lack of understanding amongst managers around mental health issues?
- Is there a lack of trust between line managers and staff?
- Is there poor communication between line managers and staff?

Performance

- Are there competitive pressures?
- Is there a target and performance driven culture?
- Do staff feel under-valued, or not trusted to deliver?
- Do staff lack positive or constructive feedback?

Working environment

- Is it unfit for purpose?
- Are there adequate provisions for staff e.g. break areas, kitchen, canteen, natural lighting?

Roles and responsibilities

- Is there a lack of clarity about responsibilities and boundaries?
- Is there a lack of control over work?
- Are there clear management procedures regarding sensitive situations and disciplinary processes?
Do managers feel comfortable following these procedures?

Organisational change

- Are restructuring and organisation changes causing a lack of stability?
- Are there worries about job security?

If you have answered yes to more than 2 of these questions then you need to take some action. Follow the guidelines outlined in [Creating a healthy workplace](https://www.shaw-trust.org.uk/en-GB/Commission-us/Creating-a-Healthy-Workplace) (<https://www.shaw-trust.org.uk/en-GB/Commission-us/Creating-a-Healthy-Workplace>)