



Voluntary Disability, Mental Health and Wellbeing Report **2024/25**

Disability

Wellbeing

Introduction

Organisations are encouraged to report as part of their submission for the Disability Confident Scheme and to update their reports on a regular basis. The voluntary reporting framework has been developed by the UK Government to support large organisations to record and report information on disability, mental health and wellbeing in the workplace. As recommended in the Thriving at Work Review, the aim of reporting is to build accountability and help to positively drive the cultural change needed to ensure more inclusive workplaces and in society overall.

Lincolnshire Co-op is committed to creating an inclusive workplace for all our colleagues, including colleagues with disabilities, and will report on disability, mental health and wellbeing in the workplace on a regular basis.



Disability

We have **459 colleagues** with a declared disability which is approximately **16% of our total workforce**. A third are full-time employees, with two thirds working part-time or variable hours. We have a wide range of ages of colleagues with declared disabilities in our workforce, from age 16 to 80.

We have positive stats for candidates with disabilities, The percentage of applicants compared to candidates who are offered a role is positive for applicants with declared disabilities.



➔ Disability

We are proud to be part of the Disability Confident Scheme and have made a commitment to the recruitment, development and retention of colleagues with disabilities.

Recruitment

- As part of this we operate a Guaranteed Interview Scheme, which offers an interview to disabled applicants who fully meet the essential criteria of a role.
- We have an Inclusive Recruitment Guide which details the support we can offer to candidates during the recruitment process and ensures they are treated fairly throughout the process.

Retention

- Our Reasonable Adjustments policy provides a framework for colleagues requesting reasonable adjustments and guidance for managers and recruiters.

- We have an Equality Impact Assessment process being embedded into our change processes to ensure any changes are assessed for potential impact on protected groups, such as people with disabilities.

Progression

- All colleagues are required to complete a mandatory Equality and Diversity training eLearning module annually, which includes understanding the impact of different types of bias on individuals' recruitment, development and promotion prospects if they have a disability.
- We have worked in collaboration with teams across the business areas to embed inclusive practices. Working with the Commercial Team to create some guidelines which ensure customers with disabilities or customers that may require help are supported. This guidance has initially been disseminated to colleagues through their line managers and will form the basis of a wider education campaign.



➔ Wellbeing

Lincolnshire Co-op recognise that a culture that supports its employees to be open about their mental health and helps them to stay mentally healthy, can also help their overall wellbeing. Which in turn means a happier workforce that knows they are valued and improved employee engagement and productivity.

We are committed to supporting the mental health and wellbeing of all our colleagues, and to create a workplace in which all colleagues can feel comfortable sharing when they are experiencing poor mental health and are able to speak about their mental health as part of their overall health. We would like to ensure that colleagues in all management positions understand the issues they may have to deal with, are able to support their colleagues and are supported themselves.

We have 225 Mental Health First Aiders across the trading areas. They can help to spot the early signs and help someone experiencing poor mental health and offer guidance on the right support for the individual.

There is a 2-day 'Workplace mental health and wellbeing' course run on a regular basis by our Learning and Development team. It is designed to help managers to support their teams who may be experiencing mental health issues. The course was a collaborative package designed between Newark Community First Aid and our Learning and Development team to ensure that the support and services we provide are included.

We have a range of online training courses available for managers which aim to give them further advice and guidance about how to manage colleagues who are absent from work, either because of a physical illness or a mental health condition. These courses include effective attendance management in the workplace, stress awareness, managing cancer in the workplace and dementia friends' awareness. These are all accessible via our Intranet and colleague App which also details articles by colleagues talking about their own experiences and activities to maintain their mental health.



➔ Wellbeing

We have an Employee Assistance Programme provided through Grocery Aid which provides a confidential 24/7 helpline, 365 days a year, giving practical, financial and emotional support, advice, and information to callers and counselling if needed. This service is available for colleague's family members to access too.

Actions to support our commitment to disability, mental health and wellbeing.

- We are currently engaged in the creation of a new People and Culture strategy within which there is a focus on employee lived experience and the recruitment and retention of diverse talents, including candidates and colleagues with disabilities.
- We have colleagues who have written articles for our colleague app on mental health awareness day and other times throughout the year, speaking of their own experiences and helping other colleagues to realise it is ok to speak about their mental health.

- We have hosted external webinars on being having an inclusive workplace, including issues such as men's health and the menopause.
- We have an Engagement calendar which includes events raising awareness and signposting resources and support on disabilities and wellbeing issues, such as Disability Pride month, Mental Health Awareness Week and World Mental Health Day.
- We have regular reminders for colleagues on our colleague app of the benefits available: Employee Assistance Programme, financial wellbeing resources and mental health resources.

We will be conducting an organisation wide culture survey in 2025/26 which will include questions on colleagues' wellbeing and mental health. This will inform help our future actions to support colleagues in the workplace and initiate a regular cycle of colleague surveys.

