

LINZ Wellbeing Pulse Check

Introduction

The WellBeing Pulse Check is a survey that focuses on the areas that have a direct impact on our well-being and psychological health. The Wellbeing Check has been created by a team of psychologists who have worked through the research and created a survey specifically for the Covid-19 crisis.

Purpose

The Wellbeing Pulse Check will allow us to monitor employee wellbeing and respond effectively to support our people in specific areas of wellbeing and psychological health which will be critical while our people are working from home and returning to the workplace. The check will help our people to provide information that will determine what the key areas of focus should be and what resources and support we need to provide. The information will also help to inform our approach as we move through the different alert levels.

Survey details

The Wellbeing Pulse Check identifies 8 areas of wellbeing: Balance, focus, work, communication, connectedness, support & security. Within these 8 areas are 34 questions (see Appendix 1). The survey itself will take approximately 10 minutes to complete. The survey is anonymous and will need 5 responses for us to see the data (as this provides anonymity).

The Wellness Check is run online through an external system managed by Opra that meets all NZ cloud computing standards. Their data centre is based in Australia. Using the Podium system means we can dictate the look and feel for report viewers and have more scope to create customised reports. Two members of the OD team will have an account to run the survey (to set up emails, send, and generate the reporting).

Cost

The basic survey questions and format carry no charge to LINZ for the duration of the Covid-19 lockdown period. If we want to add in additional information filters (current filters see Appendix 2), additional questions or amend current questions, that would incur charges. Additional analysis of the responses run by Opra would also incur extra charges.

Timing

We propose sending the survey to all LINZ staff every 3 weeks until our return to level 1.

Survey dates to pulse	Open for	Reports by
Monday 4th May – Friday 8th May	5 days	W/o 11th May
Monday 26th May – Friday 29th May	5 days	W/o 1st June
Monday 15th June – Friday 19th June	5 days	W/o 22nd June
Monday 6th July – Friday 10th July	5 days	W/o 13th July
Monday 27th July – Friday 31 July	5 days	W/o 3 August

Reporting

The reporting from the podium system is instant. Reports will be made available to ELT and the Covid-19 Response Group led by Mandy McDonald the Tuesday after the survey closes. HR will scan for any potential wellbeing 'red flags' and highlight them immediately. High level survey responses and key themes will be made available to the wider LINZ audience.

Supporting resources

Opra has collated online resources, webinars, existing resources which are aligned to the 7 wellbeing areas. The OD team will pull together suitable material to share with LINZ staff on a regular basis. Based on the responses from each pulse check, targeted resources will also be made available for leaders to help support their teams.

Following on from the survey

Post the Wellbeing Check, we will do the following:

- Provide reports for ELT, Covid-19 Response Group, leaders, HRBPs and staff at LINZ
- Share high level results LINZ wide
- Provide targeted resources to leaders based on key themes from the survey.

Update on Urupounamu

The Urupounamu survey for 2020 was planned to go live in March. This survey is on hold for now while we focus on supporting our people through the Covid-19 crisis. We will review the survey details once we get to level one.

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Appendix 1

Question set

1. I feel cheerful and in good spirits.
2. I feel calm and relaxed.
3. I feel active and energised.
4. I wake up feeling fresh and rested.
5. My daily life is filled with things that interest me.
6. I am able to switch off after work.
7. My work does not negatively impact my personal life.
8. I can separate my work from my personal life.
9. I am able to concentrate and focus on my work.
10. I can avoid distractions in my work environment.
11. My work environment is tidy and free from distractions.
12. I feel involved in my work.
13. I am inspired to meet my goals at work.
14. I am determined to give my best effort at work each day.
15. My organisation keeps staff informed of updates and changes.
16. My manager communicates with our team regularly and clearly.
17. I'm well-informed about changes.
18. I don't feel isolated from my peers.
19. I am able to connect personally with my team members.
20. I feel like I belong in my organisation.
21. My organisation is supportive and cares about my well-being.
22. I have access to the resources I need to do my job.
23. I receive appropriate recognition for the work I do.
24. My work is stable and predictable.
25. I feel safe and secure in my job.
26. I feel comfortable with how my organisation manages change.
27. What more could your organisation do to help improve your well-being at this time?
28. What more could your organisation do to improve your work-life balance at this time?
29. What more could your organisation do to help you maintain your work focus at this time?
30. What more could your organisation do to improve your work motivation at this time?
31. What more could your organisation do to improve their communication at this time?
32. What more could your organisation do to foster a sense of connectedness at this time?
33. What more could your organisation do to support you during this time?
34. What more could your organisation do to build a sense of security for employees at this time?

Appendix 2

Filters in survey

First name	Required
Last name	Required
Email	Required
Gender	Required
Highest level of education	Optional
Role level	Optional
Age range	Optional
Current industry	Optional
First language	Optional

Please note: These filters can be changed, which would incur a charge.

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