



Team Pulse – Staff Wellbeing Strategy

Group Supervision Agenda (60min)

Vision: “Maximising The Health of Every Team & Staff Member in Our Organisation”

Location:

Date & Time:

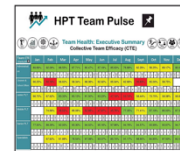
Chair:

Moderator:

Live Notes / Minutes:

Attendees / Apologies:

<p>Pre-Work</p> <p>Item 1</p> <p>Inclusion</p>	<p>Each representative to prepare a brief update noting progress and challenges on (1) staff uptake of pulse survey, (2) staff engagement with team health scorecards & debrief conversations, and (3) use of extra tools (meeting warm-ups, self-reflection tool, benchmarking conversations).</p> <p>Vision: Maximising The Health of Every Team & Staff Member in Our Organisation. Group Supervision Scope: To implement the Team Pulse system to maximise team health and staff wellbeing. Meeting Team Purpose & Outcomes: To fast-track the growth in team health and engagement of staff in data trends / debrief conversations / use of team wellbeing strategies. Moderator Cards & Ground Rules: as per HPT protocols.</p>	<p>All</p> <p>Chair</p>	<p>2 min</p>
<p>Item 2</p> <p>Support & Proactive</p>	<p>Team Leader Updates Selected reps to provide an update across the 3 areas (using pre-work instructions):</p> <ol style="list-style-type: none"> Staff uptake of pulse survey; Staff engagement with team health scorecards & debrief conversations; and Use of extra tools (meeting warm-ups, self-reflection tool, benchmarking conversations). <p><i>Live Notes:</i></p>	<p>All</p>	<p>10 min (2 min max per rep)</p>
<p>Item 3</p> <p>Strategic 1</p>	<p>Team Pulse Dashboard Review: Part 1 (3 min): Review monthly dashboard data (elbow partners). Part 2 (7 min): Round room feedback on data (i.e., What doesn’t make sense etc.). <i>Live Notes:</i></p>	<p>All</p>	<p>10 min</p>
<p>Item 4</p> <p>Accountable 1</p>	<p>Hot Issues: Part 1: Pair & Share Top 2-3 Issues – Write in chatroom and vegas vote/majority interest – chairs discretion (5 mins) Top 3 topics selected: Part 2: 1 min – elaborate / 1 min – clarify / 3 mins – discuss / 1 min takeaway action <i>Live Notes:</i></p>	<p>All</p>	<p>23 min</p>
<p>Item 5</p> <p>Accountable 2</p>	<p>PD Spotlight – Rotating focus on using Team Pulse Toolkit – Monthly Debrief Conversations/ Cue Cards and Videos/ Benchmarking Conversations & Update Tools and Meeting Warm Ups etc.</p>	<p>All</p>	<p>12 min</p>
<p>Item 6</p> <p>Accountable 3</p>	<p>Check Out Final Comment: All – Barometer, Takeaway Action & Satisfaction (1-10) Moderator feedback: Next meeting date/time: Roles: Chair: Moderator:</p>	<p>All</p>	<p>3 min</p>



Ground Rules (Red Card/ Yellow Card)

- Openness & Trust** – Right to ‘off the record’ speech with ‘on the record’ documented as formal feedback.
- Balanced Debate** – Respecting both sides of the argument and allowing diversity of views.
- Competency over Role** – Respecting the ‘value’ of the person’s opinion regardless of their ‘status’.
- Issues over Personalities** – Staying ‘issues’ focused and not letting personalities overpower the agenda.
- Accountable Actions & Clear Outcomes** – Ensuring clear and accountable actions are documented.
- No Multi-tasking** – Exceptions: Chair, Moderator, Time Keeping & Live Note-Taker Only.