### It is essential to get support from leadership and senior managers to develop a health and wellbeing strategy for your workplace. This template will help you prepare a case for change and get your leaders on board. You can also change the branding or presentation to suit the needs of your workplace.

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| Proposal Name:*Insert proposal name (e.g. Proposal for a workplace health and Wellbeing Program at [Business Name]* |
| Date |  |
| Proposal Coordinator |  |
| Key Stakeholders |  |

#### Purpose

This business case identifies the benefits of addressing work health and wellbeing, the factors
to consider and proposed recommendations.

#### Rationale and Benefits:

* Outline the benefits of creating a healthy workplace and participating in a healthy
workplace program.
* Explain how health and wellbeing principles align to your workplace vision, values
or policies and key motivators.
* Outline the benefits of investing in a healthy workplace and the cost of not addressing
issues such as absenteeism and staff turnover.
* Use a workplace savings calculator to provide support your proposal.

#### Context:

* Explain why action is needed in your workplace.
* Insert information about your workforce demographics.
* Link to any current practices and systems.
* Identify any wellbeing initiatives you may have in place and where there might be gaps
or room for improvement.
* Report the results of any employee consultation or workplace surveys you may have
done to inform the proposal.
* Include data that supports the need for a workplace health and wellbeing program in
your business, like staff surveys, OH&S reports, statistics. and worker compensation claims.
* Identify any major risks/barriers to completion and possible mitigation strategies.

#### Recommendations:

* List the immediate next steps your business can take once leadership is on board.
* Explain what you need from management, like resources and estimated budgets
to implement wellbeing initiatives.
* Describe what will be delivered and what impact it will have on the workplace.
* Explain how success will be measured by proposing an evaluation plan.

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| Proposed by |  | Endorsed by |
| Name |  |  | Name |  |
| Position |  |  | Position |  |
| Signature |  |  | Signature |  |
| Date |  |  | Date |  |