

 GIG CYMRU NHS WALES Iechyd Cyhoeddus Cymru Public Health Wales	Name of Meeting People and Organisational Development Committee Date of Meeting 16 July 2026 Agenda item: 8
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Policy / Procedure Approval Report

Section 1 - Policy / Procedure Information

Policy / Procedure Title	All Wales Flexible Working Policy
Policy Lead	Welsh Partnership Forum
Lead Executive	Neil Lewis
PHW / All Wales?	All Wales
Date of last Review	N/A
Is the current policy / procedure within review date?	All Wales Policies are Extant
Approving Body /Group	People and Organisational Development Committee
Version Number	

Section 2: Recommendation

APPROVE ☒	CONSIDER ☐	RECOMMEND ☐	ADOPT ☐	ASSURANCE ☐
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The People and Organisational Development Committee are asked to:

- **Approve** the All Wales Flexible Working policy
- **Note** that the Welsh Partnership Forum is the process of updating the dates on the All-Wales W&OD policies, even when they have not been subject to review and/or change. They are doing this to support organisations and to ensure that the policies appear extant to staff. They will be doing this in batches over the next few months. As the policies themselves have not changed, they have advised that there is no requirement for them to be taken through organisational governance mechanisms and have asked that we reflect the updated review dates on the existing policies. All-Wales W&OD policies will remain extant

Section 3 – Details of the Review:	
Background:	
Reason for review	
Description/Assessment	There was a change to the appeals and timescales process
Consultation	
Has this Policy / Procedure been through the appropriate 28 day consultation process?	Yes / No (If no please provide rationale)
Date range of consultation:	24/03/2026 /- 21/04/2026
Please provide details of any feedback received and outline what changes if any were made to the document as a result:	N/A
Had this policy / procedure been considered by any other groups?	This policy is with the Leadership Team for their endorsement to POD
If so, please provide detail of any comments / feedback or amendments made to the documents as a result of this	

Section 4: Impact Assessments	
Equality and Health Impact Assessment	All Policies should be accompanied by an Equality and Health Impact Assessment. Include the assessment here, and summarise any issues identified in the assessment.
Welsh Language Impact	The Policy / Procedure will be translated to welsh and available on the internet bilingually.
Risk and Assurance	These policies are relevant to the Strategic Risk Register, Corporate Risk Register (CRR), and Directorate Risk Register because they directly address risks linked to workforce wellbeing, compliance, and operational continuity
Health and Social Care (Quality and Engagement) (Wales) Act	The Flexible Working Policy supports the Duty of Quality and Duty of Candour by promoting staff wellbeing, engagement and work-life balance, helping to maintain a healthy and productive workforce. By fostering a supportive and inclusive culture where staff feel valued and able to speak openly, the policy contributes to high-quality services, continuous improvement, and the openness and transparency expected under the

	Health and Social Care (Quality and Engagement) (Wales) Act 2020
Financial implications	There are no significant financial implications associated with the adoption of the revised Flexible Working Policy. The policy reflects existing legislation and organisational practice and will be implemented within existing resources, staffing structures and budgets
People implications	The revised Flexible Working Policy is expected to have a positive impact on the workforce by supporting employee wellbeing, work-life balance, recruitment and retention
Socio Economic Duty	The revised Flexible Working Policy is not expected to have any negative implications in relation to the Socio-economic Duty. By providing greater flexibility in how work is undertaken, the policy can help reduce barriers for staff who may be disproportionately affected by socio-economic

Section5 - Implementation

Please complete the table below for this section, include any relevant actions required for implementation of this policy / procedure:

Implementation plan (with timescales)		
Next steps	Timescale	Responsible officer(s)
Updated policy will be published on the intranet.	August 2026	

Section 6 – Dissemination

The primary source for dissemination of this document (specify) within the organisation, wider community and our partners via the internet site.

Recommendations

The People and Organisational Development Committee are asked to:

- **Approve** the All Wales Flexible Working policy