GIG CYMRU NHS WALES | Iechyd Cyhoeddus Cymru Public Health Wales	**Name of Meeting** People and Organisational Development Committee **Date of Meeting** 15 October 2026 **Agenda item:** 7

Policy / Procedure Approval Report

Section 1 - Policy / Procedure Information

Policy / Procedure Title	**All Wales Employment Break Scheme** **All Wales Organisational Change Policy**
Policy Lead	**Welsh Partnership Forum**
Lead Executive	**Neil Lewis, Director of People & OD**
PHW / All Wales?	**All Wales**
Date of last Review	**N/A**
Is the current policy / procedure within review date?	**All Wales Policies remain extant**
Approving Body /Group	**People and Organisational Development Committee**
Version Number	

Section 2: Recommendation

The Committee is asked to:
 	
• **Consider** the revised All Wales Employment Break Scheme and All Wales Organisational Change Policy
• **Note** that the Leadership Team have endorsed the documents to the Committee
• **Approve** the:
  ○ All Wales Employment Break Scheme
  ○ All Wales Organisational Change Policy

Section 3 – Details of the Review:	
Background:	
Reason for review	Whilst all Wales policies remain extant, they are reviewed periodically to ensure they remain up to date with legislation and best practice.
Description/Assessment	There are no fundamental changes to either policy. NHS Employers at the request of the Welsh Partnership Forum have updated the dates.
Consultation	
Has this Policy / Procedure been through the appropriate 28 day consultation process?	Staff Consultation Database
Date range of consultation:	03/06/2026 - 01/07/2026
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?	Welsh Partnership Forum
If so, please provide detail of any comments / feedback or amendments made to the documents as a result of this	N/A

Section 4: Impact Assessments	
Equality and Health Impact Assessment	All Wales Policies will be accompanied by an All Wales Equality Health Impact Assessment- we are seeking these documents from WPF.
Welsh Language Impact	The Policy / Procedure will be translated to welsh and available on the internet bilingually.
Risk and Assurance	N/A

Health and Social Care (Quality and Engagement) (Wales) Act	The Employment Break Policy and Organisational Change Policy support the requirements of the Health and Social Care (Quality and Engagement) (Wales) Act by promoting workforce wellbeing, engagement, fairness and sustainable service delivery. Together, they help ensure staff are supported through flexible working arrangements and organisational change processes, contributing to a resilient workforce and enabling the continuous improvement of safe, effective and high-quality services in line with the Duty of Quality
Financial implications	There are no direct financial implications associated with the review and continued implementation of these policies. Any costs arising from individual employment break or organisational change cases will be managed within existing budgets and governance arrangements
People implications	The Employment Break Policy and Organisational Change Policy support workforce wellbeing, engagement and fair employment practices. The policies provide clear frameworks for managing employment breaks and organisational change, helping to support staff through different stages of their employment while maintaining organisational effectiveness, consistency and employee experience
Socio Economic Duty	The Employment Break Policy and Organisational Change Policy support the organisation's commitment to reducing inequalities and promoting fair access to employment opportunities. The policies provide consistent and transparent arrangements for employees requiring flexibility or affected by organisational change, helping to minimise disadvantage and support equitable workforce outcomes in line with the Socio-economic Duty

Section5 - Implementation

Following approval and adoption by the People & OD Committee, both policies will be published on the staff intranet and socialised with the Business and Planning Leads Group for consideration of the implementation of the policies throughout the Organisation.

Section 6 – Dissemination

The primary source for dissemination of these policies within the organisation is via the intranet site.