

AGENDA ITEM

2.1.3

PEOPLE & CULTURE COMMITTEE

**RATIFICATION OF APPROVAL OF
FLEXIBLE WORKING POLICY**

Date of meeting	11/05/2022
FOI Status	Open/Public
If closed please indicate reason	Not Applicable - Public Report
Prepared by	Kathrine Davies
Presented by	Wendy Penrhyn-Jones, Head of Corporate Governance & Board Business
Approving Executive Sponsor	Executive Director for People
Report purpose	FOR APPROVAL

Engagement (internal/external) undertaken to date (including receipt/consideration at Committee/group)

Committee/Group/Individuals	Date	Outcome
Workforce Policy Review Group	21.10.21	SUPPORTED
Urgent Chair's Action – People & Culture Committee Members by Email	11.11.21	APPROVED

ACRONYMS

--	--

1. SITUATION/BACKGROUND

- 1.1 The purpose of the report is to present the Workforce and Organisational Development policy set out below.

2. SPECIFIC MATTERS FOR CONSIDERATION BY THIS MEETING (ASSESSMENT)

- 2.1 The Flexible Working Policy was reviewed in partnership and the revised version was agreed by the Workforce Policy Review Group on the 21 October 2021. Given the Committee had only recently met on 13th October 2021 and was not due to meet again until February 2022 Dilys Jouvenat, as Chair of the People & Culture Committee, agreed to this item being circulated to Committee Members seeking approval under Chair's Urgent Action.
- 2.2 This request was circulated seeking Committee Member approval on 11 November 2021. Such action requires support from the Committee Chair, two Independent Members of the Committee and the Executive Lead. This was gained on 15 November 2021 from the following:
- Dilys Jouvenat, Committee Chair
 - Mel Jehu, Committee Member
 - Nicola Milligan, Committee Member
 - Hywel Daniel, Executive Director for People.
- 2.3 Under Standing Orders a request seeking ratification of this Chair's Urgent Action would normally have been put before the Committee at its next meeting. On this occasion this was not possible due to the February 2022 meeting of the Committee being stood down due to Covid-19. The May 2022 meeting of the Committee is the first time for the Committee to have met since that time and ratification is duly sought.

3. KEY RISKS/MATTERS FOR ESCALATION TO BOARD/COMMITTEE

- 3.1 The request for approval of the Flexible Working Policy under Chair's Urgent Action was actioned as per required processes as detailed above.



4. IMPACT ASSESSMENT

Quality/Safety/Patient Experience implications	There are no specific quality and safety implications related to the activity outlined in this report.
Related Health and Care standard(s)	Staff and Resources
	If more than one Healthcare Standard applies please list below:
Equality Impact Assessment (EIA) completed - Please note EIAs are required for <u>all</u> new, changed or withdrawn policies and services.	Yes
	Available from Claire Nicholas, Head of Policy Compliance and A4C
Legal implications / impact	Yes (Include further detail below)
	There could be legal implications if the policy is not adhered to, as identified, if applicable, within the policy.
Resource (Capital/Revenue £/Workforce) implications / Impact	There is no direct impact on resources as a result of the activity outlined in this report.
Link to Strategic Goals	Sustaining Our Future

5. RECOMMENDATION

- 5.1 The People & Culture Committee is asked to ratify the approval of the Flexible Working Policy undertaken via Chair's Urgent Action as set out above.