

 <p>GIG CYMRU NHS WALES</p> <p>Iechyd Cyhoeddus Cymru Public Health Wales</p>	<p>Policy / Procedure Approval Report</p> <p>Name of Meeting Board</p> <p>Date of Meeting 19 September 2024</p> <p>Agenda item: 4.2</p>
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Section 1 - Policy / Procedure Information

Policy / Procedure Title	Standards of Behaviour Policy and Declarations of Interest Procedure
Policy Lead	Board Secretary
Lead Executive	Board Secretary
PHW / All Wales?	PHW
Date of last Review	2019
Is the current policy / procedure within review date?	No
Approving Body /Group	Board
Version Number	1
Recommendation	
<p>That Board:</p> <ul style="list-style-type: none"> • Note that the Policy and Procedure were reviewed and considered by the Leadership Team on 19 September, and recommended to the Board for approval. • Consider the revised policy and Procedure, Appendix 1, 2) and the Equalities Impact Assessment (Appendix 1a) • Approve the revised Standards of Behaviour Policy and Declarations of Interest Procedure 	

Section 3 – Details of the Review:	
Background:	
Reason for review	<ul style="list-style-type: none"> • Policy was out of date
Description/Assessment	<p>The purpose of the policy and the procedure is to outline the standards of conduct expected of all members of Public Health Wales employees, including Non-Executive Directors, regarding private and personal interests as they relate and interface with public service duties.</p> <p>The procedure supports the Standards of Behaviour Policy (PHW 05) and provides a detailed framework to ensure that conflict or potential conflict of private interests and public duties of members of all employees and Non-Executive Directors.</p>
Consultation	
Has this Policy / Procedure been through the appropriate 28 day consultation process?	Yes
Date range of consultation:	May – June 2024
Please provide details of any feedback received and outline what changes if any were made to the document as a result:	<p>Addition of clarification of the Freedom of information, addition of clarification on the publication of the register.</p> <p>Comments received and accepted from the Information Governance team to tighten some of the definitions.</p>
Had this policy / procedure been considered by any other groups?	No
If so, please provide detail of any comments / feedback or amendments made to the documents as a result of this	
Impact Assessments	

Equality and Health Impact Assessment	Attached.
Welsh Language Impact	The Policy / Procedure will be translated to welsh and available on the internet bilingually.
Risk and Assurance	This policy and framework supports the organisation to ensure it remains compliant with associated legalisation.
Health and Social Care Act Wales	This Policy / Procedure supports and/or takes into account the Quality Themes
Financial implications	
People implications	None
Socio Economic Duty	None

5 - Implementation

Implementation plan (with timescales)		
Next steps	Timescale	Responsible officer(s)
Translate into Welsh	3 weeks from approval	LB
Add to internet	3 weeks from approval	LB
Circulate as part of update to BET, LT, BPL	3 weeks from approval	LB