

Internal Memo

From: Declan McGeown
Deputy Secretary
Water and Departmental Delivery

Ref: DSDfI 11/25

Tel: 028 [REDACTED]

Date: 27 May 2025

To: [REDACTED], P&OD

cc: PSS
Jill Minne
Denis McMahon
Colin Woods
Judith Andrews
Kiera Lloyd
Donal Moran
Patricia McIntyre
Gavin Irwin

HYBRID WORKING POLICY UPDATE

1. Jill Minne wrote to PSS on 20 May 2025 to provide an update on CTUS views on the draft Hybrid Working policy, procedures and FAQs. I have been asked to reply on behalf of the Department for Infrastructure.
2. The Department notes the CTUS comments and the P&OD position in response to each as outlined at **Annex A** of Jill's note.
3. With regards next steps, we are broadly content with the proposed responses outlined at paragraph 3 of Jill's memo. One area of note, however, is in relation to point 'v' (Appeals), where it is clear that management discretion will be important at a local level in implementing the policy and considering any subsequent appeals. The Department's Senior Leadership Team will monitor closely and encourage well-reasoned line-management decisions with an emphasis on business need. You may wish to consider whether it would be useful for the revised policy to include a line to reflect this approach.

DECLAN MCGEOWN