

Employment Committee

Meeting to be held on Thursday, 17 November 2022

Electoral Division affected:
None;

Working Flexibly Policy & Procedure - 6 Month Review

(Appendix 'A' refers)

Contact for further information:

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Brief Summary

Following the launch of the updated Working Flexibly Policy and Procedure, a commitment was made to undertake a six-month review to determine if the policy continues to be aligned to organisational priorities.

The Employment Committee asked that the outcome of the review was presented at a future meeting.

Recommendation

The Employment Committee is asked to consider the review report and note the recommendations within it, as set out at Appendix 'A'.

Background and Advice

As part of the HR policy review programme, the Working Flexibly Policy and Procedure was reviewed, updated, and launched under a set of policy principles.

The principles are aligned to the organisational priorities in that our working practices have become increasingly flexible, with more agile working practices including, working hours/patterns, working from home or other work locations whilst effectively delivering services and meeting the needs of the business.

Although the nature of some roles within the county council cannot be completely flexible due to the service requirements, we continue to encourage services to think flexibly about service delivery to meet the best outcomes and meet objectives.

This can also support managers and staff consider how flexible working options can support their ability to flexibly adapt to changes in working practice and service needs.



A thorough review of the policy since its launch has been undertaken, taking account of available data, stakeholder and survey feedback. Unison, trade union, also undertook a survey with their members

Whilst the outcome of the review does not propose changes to the Working Flexibly Policy and Procedure, a number of recommendations have been made to further support embedding the policy within the county council. These are set out at the end of Appendix 'A'.

Consultations

Consultations have taken place with the recognised trade unions and Unison has also shared their survey results from their membership. This feedback has helped to inform some of the recommendations.

Implications:

This item has the following implications, as indicated:

Risk management

The council is legally required to ensure that its Working Flexibly Policies and Procedures comply with current employment legislation, and the policy continues to meet this requirement. We have ensured that the language and tone is clear, straightforward, and understandable, and should enable employees and managers to understand the processes to be followed with flexible working arrangements.

Financial

There are no financial implications to the revised policy and procedure.

Local Government (Access to Information) Act 1985

List of Background Papers

Paper	Date	Contact/Tel
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None

Reason for inclusion in Part II, if appropriate

N/A

