

PERSONNEL COMMITTEE

11 June 2012

FLEXIBLE WORKING

REPORT OF HEAD OF ORGANISATIONAL DEVELOPMENT

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RECENT REFERENCES:

Internal Audit report - AUD027 12 March 2012

Overview and Scrutiny Committee – OS43 28 May 2012

EXECUTIVE SUMMARY:

The Chairman has asked that Personnel Committee should review the operation of Flexible Working within the Council.

Flexible Working is a crucial part of the People Strategy and was a major project as part of the 2010 initiative for Winchester City Council. It is also a key component to the Best Places to Work ethos for the Council.

The Internal Audit review of policies and procedures related to Flexible Working (Report AUD027 attached refers) set out an action plan of tasks to make further improvements to Flexible Working within the Council.

The Overview and Scrutiny Committee considered the proposal for an Informal Scrutiny Group to review Flexible Working and it was agreed it would not be included in their forthcoming work programme. They noted it was a matter which the Personnel Committee should lead on.

Given that Flexible Working is an option for all Council Teams, it is proposed that an informal group of the Personnel Committee be established to review the

effectiveness of Flexible Working and report the findings to the Personnel Committee. This sub-group would define the exact terms of reference however, it would encompass the impact of Flexible Working on Customers, Members and Staff, the financial and operational benefits which have accrued from the changes made, the policy and procedures framework for flexible working and the management issues which a comprehensive approach gives rise to. It is intended that the Informal group of Members together with the Chief Executive and Head of Organisational Development, should make at least an interim report to the 10 September meeting of the Personnel Committee.

**RECOMMENDATIONS:**

That Members determine that an informal group be established to review Flexible Working within Winchester City Council and report their findings to Personnel Committee, commencing on 10 September 2012.