



FULL COUNCIL REPORT

Date Written	28 September 2020*
Report Author	Beverley Taylor
Service Area	Human Resources & Development
Exempt/Non Exempt	Non-Exempt
Committee Date	7 th October 2020

To: Mayor, Ladies and Gentlemen

AGILE AND HOMEWORKING POLICY

1.0 SUMMARY OF THE REPORT

- 1.1 The purpose of this report is to seek Council's approval for the introduction of the Agile and Homeworking Policy.

2.0 RECOMMENDATION(S) THAT

- 2.1 The Agile and Homeworking Policy be approved.

3.0 INTRODUCTION AND BACKGROUND

- 3.1 COVID-19 has forced many organisations to utilise working from home in order to ensure business continuity/services can continue. At the outset of the pandemic, the Government introduced measures and the recommendation was that the public were to stay at home and even though these measures have been relaxed in England the Welsh Government's advice is still if you are able to work from home then this should continue.
- 3.2 For some service areas/departments working from home will be familiar territory and staff in these areas will find it easier to adapt to these new working conditions. For other service areas/departments agile and home working will be a completely new concept and these departments may struggle, certainly in the initial period, to adapt.

3.3 Working from home will be the ‘new way of working’ for many organisations as we progress through the COVID pandemic and with no current Council policy on agile and home working this guidance will give clarity to managers and clearly outline to them what they can expect from their staff and equally what staff can expect from their manager and the Council.

3.4 It is acknowledged that not all staff will be prepared for agile or home working and that workers may not have access to the appropriate IT systems or appropriate workstations that they would be usually accustomed to at work.

4.0 FINANCIAL IMPLICATION(S)

4.1 It is expected that there may be some financial implications in order to support agile or home working (such as providing electronic equipment e.g. laptop, suitable desk equipment/chair in order to minimise musculoskeletal injuries).

5.0 INTEGRATED IMPACT ASSESSMENT

	Positive Impacts	Negative Impacts	Not Applicable
1. Merthyr Tydfil Well-being Objectives	2 of 4	1 of 4	1 of 4
2. Sustainable Development Principles - How have you considered the five ways of working: <ul style="list-style-type: none"> • Long term • Prevention • Integration • Collaboration • Involvement 	5 of 5	0 of 5	0 of 5
3. Protected Characteristics <i>(including Welsh Language)</i>	of 10	of 10	10 of 10
4. Biodiversity	of 1	of 1	1 of 1

Summary:

The main positive impacts are ... to provide clear guidance to both managers and staff. Greater flexibility for staff, improving effectiveness and work productivity. Reducing travel and resource use, thereby generating savings on utility costs in Council Buildings.

The main negative impacts are ... employees becoming or feeling isolated as more lone working and remote working is undertaken. Loss of team spirit or team effectiveness. Difficulties in managing performance.

--

ELLIS COOPER
CHIEF EXECUTIVE

COUNCILLOR ANDREW BARRY
CABINET MEMBER FOR GOVERNANCE
AND CORPORATE SERVICES

BACKGROUND PAPERS		
Title of Document(s)	Document(s) Date	Document Location
Does the report contain any issue that may impact the Council's Constitution?		No

Consultation has been undertaken with the Corporate Management Team in respect of each proposal(s) and recommendation(s) set out in this report.