

FOR PUBLICATION

AGENDA ITEM

FLEXIBLE WORKING POLICY (EC130)

MEETING: Employment and General

DATE: 3 November 2014

REPORT BY: Human Resources

WARD: ALL

COMMUNITY FORUM: ALL

KEY DECISION
REFERENCE
(IF APPLICABLE):

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS: NONE

1.0 **PURPOSE OF REPORT**

1.1 To provide information regarding changes to legislation in relation to Flexible Working applications.

2.0 **BACKGROUND**

2.1 Before 30 June 2014, the right to request flexible working applied to parents of children under the age of 17 (or 18 if the child is disabled) and certain carers. Employees must have 26 weeks continuous employment at the date the application is made.

- 2.2 Where employees qualify under these conditions, the Council had a statutory duty to consider applications. Once agreed this would become a permanent change to the contract of employment.
- 2.3 From 30 June 2014 the legislation was amended to allow every employee the statutory right to request flexible working after 26 weeks employment service (not just parents or carers).
- 2.4 This final draft was presented and approved by the Policy Working Group and the Council's Joint Consultative Committee.

3.0 **PROPOSED PROCEDURE**

- 3.1 The new policy and procedures document may be found at appendix A.
- 3.2 The policy has been amended to reflect the changes in legislation.

4.0 **RECOMMENDATIONS**

- 4.1 That the revised Flexible Working Policy is approved by the Employment & General Committee.

5.0 **REASON FOR RECOMMENDATION**

- 5.1 To ensure that the Council's policies are up to date and meet the legislative requirements.

You can get more information about this report from Ashish Kaushik.
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