

Flexible Working Policy & Procedure

Summary

To agree to the update of the SHBC Flexible Working Policy & Procedure.

Wards Affected

N/A

Recommendation

The Employment Committee is asked to RESOLVE that the updated Flexible Working Policy and Procedure, as set out at Annex A to the report, be adopted.

1. Resource Implications

1.1 There are no resource issues arising from this report.

2. Key Issues

2.1 The Council's Flexible Working Policy and Procedure has been revised to include the changes to processing applications in our new HR system Itrent.

2.2 This policy offers guidance regarding the Council's policy and procedures for reviewing and implementing flexible working arrangements.

3. Options

3.1 The group is asked to agree the adoption of the Council's Flexible Work Policy & Procedure.

4. Proposals

4.1 To recommend the adoption of the Council's Flexible Working Policy & Procedure.

5. Equalities Impact

5.1 Completed

Annexes	Annex A – Flexible Working Policy & Procedure.
Background Papers	None
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