

EAST HERTS COUNCIL

LOCAL JOINT PANEL – 3 DECEMBER 2013

HUMAN RESOURCES COMMITTEE – 15 JANUARY 2014

REPORT BY THE SECRETARY TO THE EMPLOYER'S SIDE

HOME WORKING POLICY

WARD(S) AFFECTED: NONE

Purpose/Summary of Report

To approve an amendment to the revised Home working Policy.

<u>RECOMMENDATION FOR LOCAL JOINT PANEL</u> that:	
(A)	The revised Home Working Policy be recommended for approval;
<u>RECOMMENDATION FOR HUMAN RESOURCES COMMITTEE:</u> that:	
(B)	That the revised policy be recommended for approval

1.0 **Background**

1.1 The Council's Home Working Policy was last reviewed over three years ago. The Council's programme of policy review is that policies should be reviewed after three years.

2.0 **Key change**

The policy makes explicit that employees when working from home should provide a phone number to their line manager so that they can be contacted.

3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

Background Papers - Home Working Policy

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