

EAST HERTS COUNCIL

LOCAL JOINT PANEL - 3 DECEMBER 2014

HUMAN RESOURCES COMMITTEE - 15 JANUARY 2015

REPORT BY SECRETARY TO THE EMPLOYER'S SIDE

REVISED FLEXIBLE WORKING POLICY

WARD(S) AFFECTED:      NONE

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**Purpose/Summary of Report**

To approve the revised Flexible Working Policy

<b><u>RECOMMENDATION FOR LOCAL JOINT PANEL COMMITTEE:</u></b>	
<b>That:</b>	
(A)	The revised Flexible Working Policy be recommended for approval.
<b><u>RECOMMENDATION FOR HUMAN RESOURCES COMMITTEE:</u></b>	
<b>That:</b>	
(A)	The revised Flexible Working Policy is approved

1.0 Background

1.1 The Council's Flexible Working Policy was last reviewed in July 2012. The Council's programme of policy review is after three years or sooner in line with legislation and best practice.

2.0 Report

2.1 **Key Changes**

2.2 The Flexible Working Policy has been updated to reflect the new

statutory rights. From 30 June 2014 every employee has the statutory right to request flexible working after 26 weeks employment service.

(Before 30 June 2014, the right only applies to parents of children under the age of 17 (or 18 if the child is disabled) and certain carers)

### **Key points**

- Requests should be in writing stating the date of the request and whether any previous application has been made and the date of that application
- Requests and appeals must be considered and decided upon within three months of the receipt of the request
- Employers must have a sound business reason for rejecting any request
- Employees can only make one request in any 12 month period

2.3 The revised Flexible Working Policy can be found at **Essential Reference Paper 'B'**

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

None

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