

Item: 9.2

Report to:	NHS Hull Clinical Commissioning Group Board
Date of Meeting:	28 January 2022
Subject:	Agile Working Policy
Presented by:	Interim Chief Operating Officer
Author:	Jayne Taylor, HR Manager, HR Humber

STATUS OF THE REPORT:			
To approve	<input checked="" type="checkbox"/>	To endorse	<input type="checkbox"/>
To ratify	<input type="checkbox"/>	To discuss	<input type="checkbox"/>
To consider	<input type="checkbox"/>	For information	<input type="checkbox"/>
To note	<input type="checkbox"/>		

<p>PURPOSE OF REPORT:</p> <p>The CCG is committed to providing an appropriate working environment to enable staff to undertake their role effectively. In order to support the increasingly diverse needs of the CCG and its workforce the attached policy has been developed in order to set out the requirements relating to agile working.</p> <p>Agile working is the term used to describe how employees can work flexibly from any location; whether it is home working, from the CCG HQ building, other buildings e.g. NHS, Local Authority, etc. or a combination of these. The concept of agile working is giving employees the ability and the equipment to undertake their role in different locations across the area, efficiently and successfully.</p> <p>The CCG is committed to adopting agile working practices, where appropriate, in the context of business needs and empowering employees to maximise their performance. Increasing agile and flexible working in the NHS is also a key target within the NHS People Plan.</p> <p>The same policy will apply to Hull CCG, East Riding CCG and North Lincolnshire CCG.</p> <p>RECOMMENDATIONS:</p> <p>a The CCG Board approves the policy</p>

REPORT EXEMPT FROM PUBLIC DISCLOSURE

No

Yes

If yes, grounds for exemption
(FOIA or DPA section reference)

CCG STRATEGIC OBJECTIVE (See guidance notes below)

BOARD ASSURANCE FRAMEWORK SPECIFIC OBJECTIVE (See guidance notes below)

Short summary as to how the report links to the CCG's strategic objectives

Short summary as to how the report adds assurance to the Assurance Framework

IMPLICATIONS: (summary of key implications, including risks, associated with the paper),

Finance

HR

It is acknowledged that not all roles may be suitable for agile working and the extent of agile working will vary according to the job role. Consequently, each situation needs to be considered on its merits between line manager and employee; applying the principles of fairness and consistency whilst ensuring the overriding business needs and other requirements can be appropriately met.

This policy does not negate or supersede the CCG's Flexible Working Policy and is not appropriate for instances where regular flexibility of working patterns is required for personal reasons.

Quality

Safety

ENGAGEMENT: (Explain what engagement has taken place e.g. Partners, patients and the public prior to presenting the paper and the outcome of this)

The policy has followed the standard process which involves consultation with Senior Leadership Team, Social Partnership Forum and Employee Consultation and the initial draft policy was updated as a result of feedback received from this process.

LEGAL ISSUES: (Summarise key legal issues / legislation relevant to the report)

N/A

EQUALITY AND DIVERSITY ISSUES: (summary of impact, if any, of CCG's duty to promote equality and diversity based on Equality Impact Analysis (EIA). **All** reports relating to new services, changes to existing services or CCG strategies / policies **must** have a valid EIA and will not be received by the Committee if this is not appended to the report)

	Tick relevant box
An Equality Impact Analysis/Assessment is not required for this report.	
An Equality Impact Analysis/Assessment has been completed and approved by the lead Director for Equality and Diversity. As a result of performing the analysis/assessment there are no actions arising from the analysis/assessment.	
An Equality Impact Analysis/Assessment has been completed and there are actions arising from the analysis/assessment and these are included in section xx in the enclosed report.	x