

Governance and Audit Committee

NWOW and Flexi balances

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Introduction

Following attendance at the committee meeting on 29th September 2024, Officers invited back to discuss:-

- Feedback from NWOW guidance.
- Update on process on reducing any flexi hours balances.



NWOW Guidance

- At meeting on 29th September 2023, an overview was given of NWOW and the arrangements that were put in place both during and post pandemic.
- Guidance and documentation was shared to illustrate the work undertaken around this.
- Opportunity to make any observation or query any of that guidance and documentation.



Flexi balances

- Meeting on 29th September, highlighted the interim changes that had been put in place during the pandemic and plans to support staff to reduce any outstanding balances.
- Communications to managers and staff to advise normal flexi balances and arrangements would be in place from November 2023.



Average balance comparison

- This table confirms a significant reduction in the average flexi hours held by staff.
- Note up to 10 hours can be carried over from one period to the next.

Service Area	Average number of hours balance		
	Jun-23	Nov-23	Jan-24
Corporate Services	20.35	9.18	5.97
Economy & Environment	16.71	8.63	5.74
Education and Children	8.14	3.45	5.14
Finance (Section 151)	15.97	8.63	8.69
Legal and Monitoring	23.78	12.71	6.08
Social Services and Housing	10.47	3.78	3.76
Grand Total	14.37	6.79	5.47

