

Ways of Working Programme Update

Reference Number: CPSC/16/22

Report title: Ways of Working Programme Update	
Report to: Corporate Policy and Scrutiny Committee	
Report author: Graham Hughes, Senior Democratic Services Officer	
Date: 28 July 2022	For: Discussion and identifying any follow-up scrutiny actions
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County Divisions affected: Not applicable	

1. Introduction

This is a follow-up to the update received in September 2021.

2. Action required

- 2.1 The Committee is asked to consider this report and any issues arising.

3. Background

- 3.1 The Corporate Policy and Scrutiny Committee received an update on the Ways of Working Programme in September 2021. A link to the [CPSC 30 September 2021 meeting papers](#) is here together with the minutes of the discussion at the meeting accessed below the agenda papers (scrolling down the screen).
- 3.2 A number of requests for further information were agreed and recorded in the above referenced minutes. They are also reproduced below for ease of reference with the matters arising in relation to hybrid meeting rooms completed last year with an email to members with further information. It is anticipated that the other matters arising will be addressed through the attached report (see Appendix) and subsequent discussion.

Extract Minute 4 Ways of Working Programme Update (30 September 2022)

1. The cost of converting meeting rooms;
2. The advice provided to staff around home working (and in particular security);
3. A breakdown of numbers of staff in each of the four workstyles identified by ECC. It was highlighted and acknowledged that this would only be available around January 2022 and this timing may be the opportunity for a follow-up discussion to include how Tranche 2 had worked and latest staff feedback.

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4. Copy of procedure notes on welfare issued to Heads of Department, and line managers and others.
5. Copy of notes/minutes of discussions with Trade Unions.
6. Further information on the hybrid meeting rooms including confirming
 - (i) The suitability of the microphones for the size of the rooms;
 - (ii) That the quality of a meeting would be no worse than would be experienced in person, particularly for the hard of hearing;
 - (iii) Availability of training for staff to use the new equipment;
 - (iv) The acceptance criteria for the commissioning of a room and the minimum remote equipment required;
 - (v) Arrangements for ensuring the security of the tools permitted in hybrid meetings and the use of end-to-end encryption.

4. Update and Next Steps

See Appendix to this report.

5. Appendix

Power Point presentation titled Ways of Working Programme Update: Scrutiny Meeting: 28 July 2022: Author: Pam Parkes, Executive Director People and Transformation.