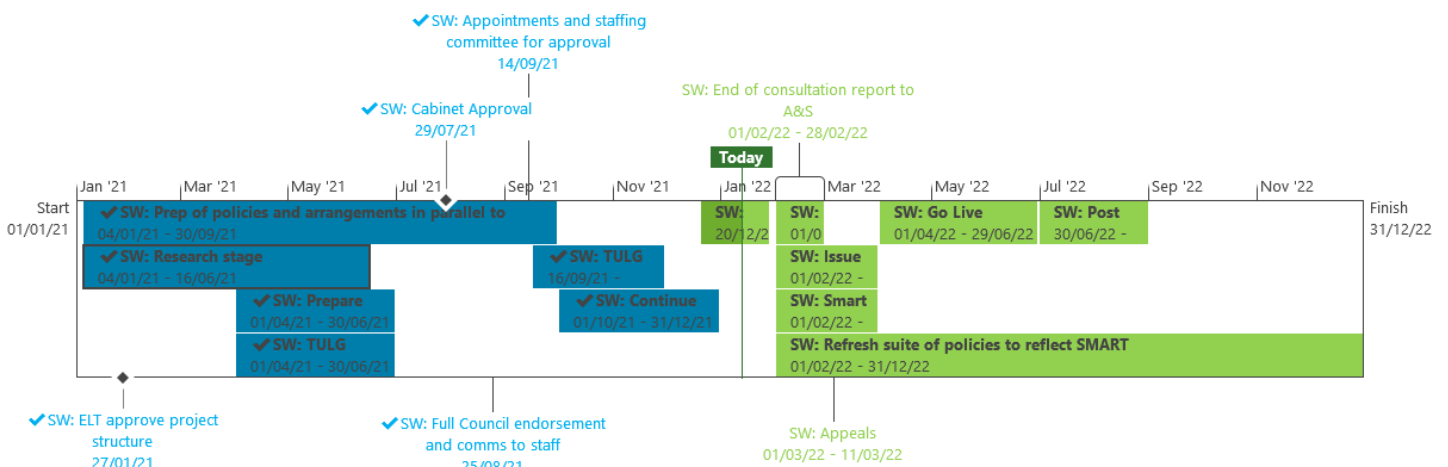


**Transformation Programme Scrutiny Report**  
**Recovery & Reset Programme & Project Highlight Report**

<b>Project:</b>	<b>SMART Working</b>	
<b>Current Work-Stream/Status</b>	<b>Workstream Lead</b>	<b>Highlights</b>
TULG T&C negotiations	<b>Zoe Wolicki Jackie Noble</b>	All T&Cs have now been agreed and signed off by the Trade Unions, Chief Executive and Leader of the Council. Negotiations have been successful and transparent.
Staff Consultations	<b>Zoe Wolicki Jackie Noble</b>	Consultations are progressing well and are running until the 21st January 2022. 125 consultations carried out so far, with a number of staff accepting the terms and conditions and ending their consultation. Final consultations for those that couldn't attend and new starters w.c. 24 <sup>th</sup> January 2022.
Communications	<b>Zoe Wolicki Jackie Noble</b>	FAQs are being collated and issued to all staff at regular intervals throughout the consultation.
Resources	<b>Zoe Wolicki Jackie Noble</b>	Project continues to be managed well within existing resources.

Key Action to Date	Planned Activities for next period
<ul style="list-style-type: none"> <li>Policy design phase was delivered on time and covered key strategic aims while supporting staff through this change.</li> <li>Trade Union consultation and collaboration successful</li> <li>Staff consultations are progressing well and are running until the 21st January.</li> <li>Over 125 1-1s have taken place to date.</li> <li>Positive reaction from most staff.</li> <li>Staff are fully engaging in the process and asking lots of constructive questions which are being answered through the FAQs channel.</li> </ul>	<ul style="list-style-type: none"> <li>Staff 1-1's – this is a labour-intensive period of the project and internal resources have been scoped. HR will accompany managers for the staff 1-1's with an estimated 100+ meetings per HR officer.</li> <li>Staff welfare and resources have been considered and contingencies in place with back-up resource from other CIPD qualified staff and enquiries made with agencies.</li> <li>WC 24/01/22 – Final consultations for those that couldn't attend and new starters.</li> <li>WC 17/01/22FAQs are being collated and issued to all staff.</li> <li>Homeworking contract to be finalised and agreed.</li> <li>Appeal process to commence where applicable.</li> </ul>
Amber/Red Areas	Risks including Stakeholder Issues
<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>Potential for a minority of contentious 1-1 meetings. Comms have been joint with Trade Union, all HR staff are fully briefed and additional time has been built in to the 1-1 period. Risk is mitigated and noted.</li> </ul>
Recovery & Reset Board Issues	Resourcing Requirements
<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>Still managing within existing resources.</li> <li>Agency resource as a back-up if required. We are continuing to go ahead with internal resource.</li> </ul>



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