



Career Voyage

discover your talent



Flexible Working – Let's Get Creative

Flexible Working Legislation



- Making flexible working applications a day one right (used to be 26 weeks)
- Can make 2 flexible working requests within 12 months (used to be 1)
- Employer needs to respond within 2 months rather than 3

Childcare Legislation



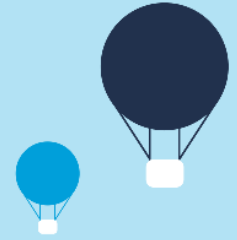
- From **April 2024**, eligible working parents of 2-year-olds will be able to access 15 hours childcare support.
- From **September 2024**, 15 hours childcare support will be extended to eligible working parents of children from the age of 9 months to 3-year-olds.
- From **September 2025**, eligible working parents with a child from 9 months old up to school age will be entitled to 30 hours of childcare a week.

Forced Remote Working



- Forced remote working has been catapulted into the mainstream since the pandemic
- Flexible working isn't just about **WHERE** you work, it's about **WHEN**, **WHY**, **HOW**, **WHAT** people do at work and **WHO** with!

Before and After



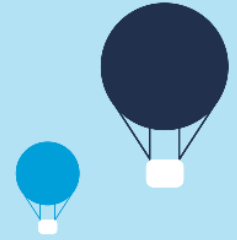
- Before the pandemic hit
 - only 30% of people in the UK had ever once worked from home
- In the first lockdown
 - 70% of professionals were classed as homeworkers
 - 49% of the entire UK workforce was working remotely
 - up from just 6% pre-Covid

A good place to start



- Flexible working isn't the same as part time. (although it can be)
- There's nothing partial about a flexible worker's contribution to the success of your organisation.
- Part-time doesn't mean part-talented, part-capable, part-competent, it needs a rebrand

Flexible Working



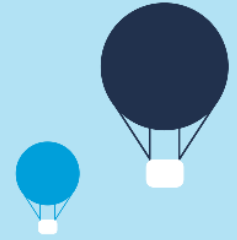
- Flexible working is a strategic tool for organisations to improve performance, productivity and profitability
- Performance can improve by
 - Developing greater diversity
 - Brand competitiveness
 - Increasing levels of job satisfaction and commitment from employees
 - Greater engagement

How Can Flexible Hiring Can Help Your Business?



- Attract extraordinary candidates
- Encourage intergenerational alchemy
- Progress and retain your best people
- Skills utilisation covering more hours in the day or different timezones
- Diversity and gender pay gap
- Employer brand
- Employee wellbeing & reduced burnout
- Succession planning
- Facilitating knowledge transfer
- Phased return to work, phased retirement

The Different Types of Flexible Working



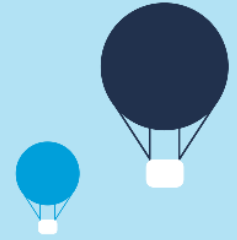
- Where people work (and who they sit next to)
 - Home-working, remote working, hot-desking,
- When people work
 - Phased / staged retirement
 - Reduced hours
 - Compressed hours
- What do people do at work
 - Secondments, internships, returnships, assignments
- Who do we employ?
 - Retired colleagues
 - Colleagues who have already left the business
 - Career breakers, career shifters, career returners

The different types of flexible working



- Part time week / days
- Term time working
- Holiday time working
- Nine day fortnight
- Compressed hours
- Annualised hours
- Career breaks or sabbaticals
- Zero hours contract
- Flexitime
- Short-term / medium term contracts or assignments
- Commissioned outcomes
- Phased retirement
- Job sharing
- Mobile working / teleworking
- Zero commute (home)

The Different Structures



- Permanent
- Interim or Contract
- Temporary
- Zero Hours
- Project / consultancy / freelance
- Non-Executive / Coach / Mentor

Advantages of Flexible Working



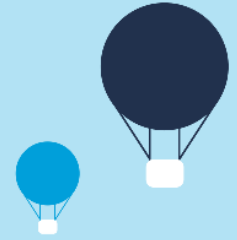
Employers

- Boosts employee morale and engagement
- Employee wellbeing
- Reduces absenteeism
- Reduces employee turnover
- Enhances employer brand as a family-friendly place to work

Employees

- Flexibility to better meet family and personal needs
- Reduced commuting time and fuel expenses
- Have more control over time schedule and working environment

Disadvantages of Flexible Working



Employers

- Some employees may not work efficiently without supervision
- Compressed work weeks may mean client availability suffers
- Feelings of unfairness when only certain employees have work that can be done remotely

Employees

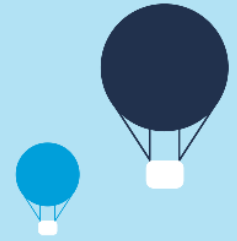
- Difficult for office-based staff to work as effectively with remote staff
- Working from home may mislead loved ones about your availability
- No clear dividing line between home and work
- Proximity bias

Job Share



- Job sharing
 - Two or more people share the same job. Job sharing is not 2 people working part-time jobs in parallel – that’s part-time work. Job sharing is 2 people, through shared responsibilities, identities and accountability occupying 1 position. They are a single unit, a team and a complete resourcing solution
 - Could partner one person with huge experience and wisdom with a younger person with high energy and need of mentoring
 - Split the role into 2 parts
 - Project Manager roles
 - Business Analyst roles

Hybrid Working



- Mix and match of office and remote working
- Changing policies
- Many companies planning to reduce office space
- HR policy rigid, please canvas employee views and insights
- Experiment

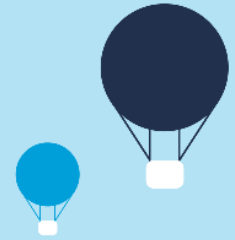
Implementation Needs



The Comms

- Clear systems of communication
- Clear systems of reporting into line manager, reporting KPIs and milestones
- Open and honest conversations around your personal circumstances and your values
- Two-way conversations with employees
- Agree schedule and times to communicate

Implementation Needs



The People

- careful planning - one size does not fit all
 - some love flexible working, others cannot wait to get back to the office
 - Different ages and life stages
- delivering fairly without escalating existing inequalities or developing an in the office / out of the office influence gap (promotions, equipment etc.)
- connection - missing the little things, the water cooler chat
- Structure - it cannot all be totally fluid
- Business goals need to be met too

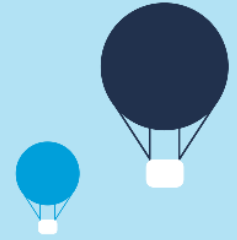
Implementation Needs



The Tech

- IT Infrastructure
- Connectivity - teams, zoom etc.
- Security
- Some employees great internet, others not
- Software licences cannot be bought on a flexible basis. You need 2 licences for a job share!
- Tools and devices

Implementation Needs



The Location

- plan how to use the office, revamp
- co-working space opportunities for formal and informal collaboration
- Have some structure

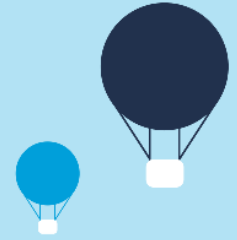
Implementation Needs



The Legals

- One person's flexible working request over another's
- The right to request flexible working from day one

What should you do?



- Make sure your leadership team agree on what flex working means and how it will work within your organisation.
- Upskill your teams on flex job design and implement a team-based approach to deciding which parts of roles should be done where, when and by whom.
- Train managers to support and communicate with people they don't see every day.
- Reframe key people processes, such as recruitment and reward, to support a flex approach.

Ask some questions



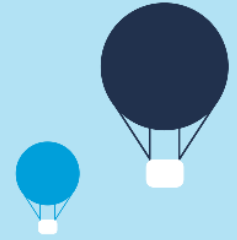
- Where are our employees located today and where could they be located?
- What is the team and individual workload, task and delivery status?
- What is the physical and mental wellbeing of our employees and teams like? Are we connecting and collaborating?
- What is the utilisation and availability of the office space and how safe are the buildings?
- Are there any alternative models that can enable us to operate in a safe, economically viable, healthy and sustainable manner?
- What is the best workplace solution for our employees and how do we get there?
- Are we using the right tools to work, manage and collaborate in the workplace?

Uncharted Waters



This is all brand new – it is not like a new chapter, it’s like a completely new book – so we cannot make decisions or actions in split seconds, there needs to be some consideration around policy and procedure which feels frustrating, but that is the nature of change.

Let's Reinvent, Reset & Reimagine



Let's innovate and design a new fit-for-purpose, people-centric and sustainable model of 21st-century working.