



21 January 2019

FREEDOM OF INFORMATION REQUEST – 72/19

Dear Sir/Madam

Your request for information has now been considered and the information requested is provided below.

Request / Response:

1. How many (an approximate number please) of your staff work "Flexi-time" or similar?

Answer:

It is not possible to give an approximate number to this question. Rutland County Council employs 475 staff and our normal working week is 37 hours. We operate a scheme of flexible working hours which allows officers below Principal Officer level some discretion in arranging working times, depending on the type and pattern of work they undertake. Some services and roles work against a rota pattern so flexi time is not applicable; some service areas where the service requires cover between specific times, also does not lend itself to flexi time.

2. How many (an approximate number please) of your staff work shift work?

Answer:

Approximately 60 Rutland County Council staff work shift work.

3. Do your employees manually record their hours worked **OR** does the Council use a particular software to manage/record the "Flexi-time" & shift working staff?

Answer:

Rutland County Council records this information manually on a spreadsheet.

4. Who at the Council is responsible for the software(s)?

5. Value of contract (annually)?

6. What is the contract term?

7. When was it signed?

8. What is the notice period?

9. Was it bought through a Procurement framework?

10. Does it interface to other software (eg: Payroll/HR, Resource Planning etc.)?

Answer to Q's 4 - 10:

Rutland County Council does not use any specific software to manage/record Flexi-time/shift working patterns/hours therefore these questions are not applicable.

11. Which HR and Payroll softwares does the Council use?

Answer:

Agresso.

If you are dissatisfied with the handling of your request please contact the Head of Corporate Governance, Rutland County Council, Catmose, Oakham, Rutland LE15 6HP

You can also complain to the Information Commissioner at:

The Information Commissioner's Office

Wycliffe House, Water lane

Wilmslow, Cheshire

SK9 5AF

Tel: 01625 545700

Yours faithfully

FOI Administrator

Business Support Team

Rutland County Council