Smarter Working
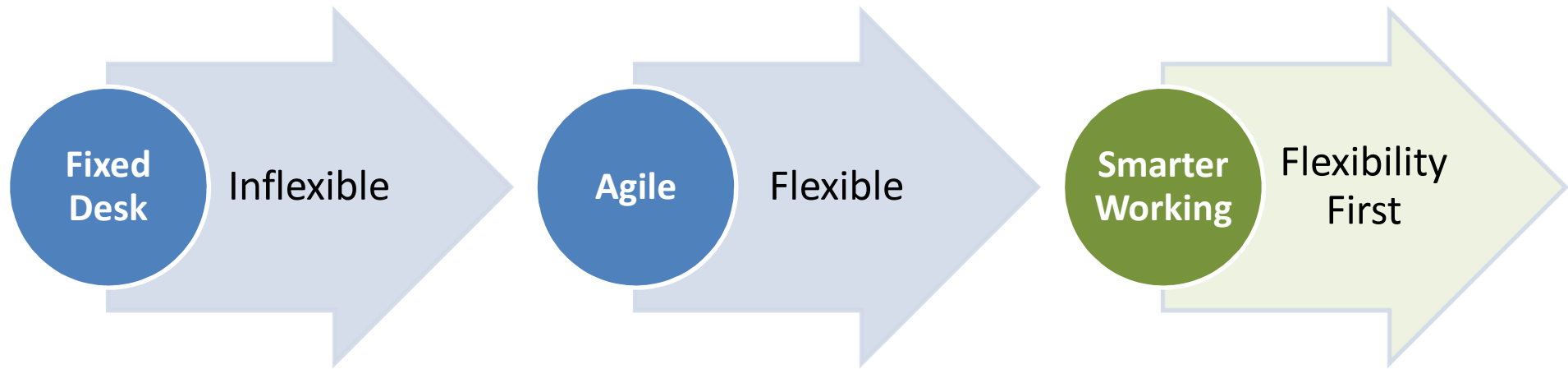
September 2019

Gweithio dros Gaerdydd, gweithio gyda'n gilydd
Working for Cardiff, working together

Current Ways of Working

Fixed Desk → Inflexible

Agile → Flexible

Smarter Working → Flexibility First

Smarter Working Principles

Simplified collaboration and connectivity

Automated workflows

Paperless

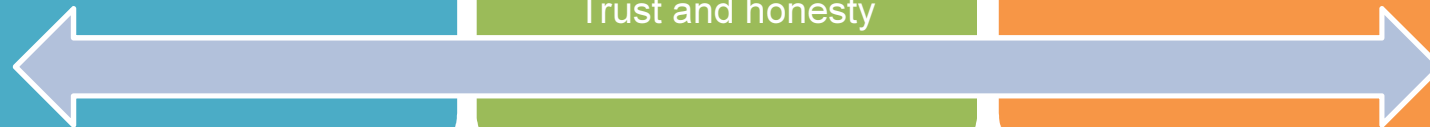**Outcomes rather than presence**

Freedom to choose with responsibility to meet business needs

Trust and honesty

Space is allocated to activities, not individuals

Flexibility is the norm rather than the exception

Outcomes

- Greater productivity and services delivered more effectively
- The costs and environmental impacts reduced as space is shared and used more intensively
- People having more choice and autonomy about when, where and how they work, supported and connected by effective and appropriate use of technology
- People have the opportunity to lead more balanced and healthier lives

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Progress to Date

- Established a Smarter Working Sub Group

- Carried out extensive research, site visits and established best practice across public and private sector organisations

- Developed a draft project mandate

- Identified current way of working at Wilcox House and gathering information on the way teams are working at City Hall and County Hall

- Reviewing existing and identifying potential touchdown points across the City

- Mapped the journey each team will need to go through to achieve Smarter Working

- Engaged with service areas agreed as phase 1 rollout

SMARTER WORKING PROGRAMME

Phase 1 Rollout - PTE & Social Services

Cross Cutters
(interdependencies with Core Office & alignment with Sharepoint, O365 & Hybrid Mail)

Culture / Organisation

Touchdown Points

Technology

Office Environment

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Key Next Steps

Develop an engagement strategy to include SMT, PRAP, Trade Unions and Staff

Business case to be considered by Investment Review Board Oct 2019

Determine prioritisation criteria for Smarter Working Rollout Programme

Continue to align existing strategies with Smarter Working principles including; Technology, Office Environment and Culture

Discussion Points

- Views on the draft Project Mandate.

- How do we prioritise service areas for inclusion in the rollout of this programme.

- Views on the benefits the programme should be capturing.

- Views on future engagement with Members.