

## REPORT TITLE: South Cambridgeshire District Council Four Day Week

### To:

Council, 24 July 2025

### Report by:

Jane Wilson, Chief Operating Officer

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### Wards affected:

All

Director Approval: Director Jane Wilson confirms that the report author has sought the advice of all appropriate colleagues and given due regard to that advice; that the equalities impacts and other implications of the recommended decisions have been assessed and accurately presented in the report; and that they are content for the report to be put to the Executive Councillor for decision.

<b>1.</b>	<b>Recommendations</b>
1.1	<p>It is recommended that Council:</p> <ul style="list-style-type: none"> <li>Approve the inclusion of services hosted by South Cambridgeshire District Council and shared with Cambridge City Council, specifically Greater Cambridge Shared Planning and Shared Waste Services, within South Cambridgeshire District Council's plan and process to become a permanent 32-hour per week, four-day week employer.</li> </ul>
<b>2.</b>	<b>Purpose and reason for the report</b>
2.1	<p>South Cambridgeshire District Council is considering the recommendation to become a permanent 32-hour per week, four-day week employer at their full Council on 17 July 2025. That decision is subject to the approval of Cambridge City Council, on the basis that it will impact the services hosted by South Cambridgeshire DC and shared with this Council.</p>
<b>3.</b>	<b>Alternative options considered</b>
3.1	<p>The options before the Council are either to agree with the recommendation or</p>

	refuse the recommendation.
<b>4.</b>	<p><b>Background and key issues</b></p> <ol style="list-style-type: none"> <li>1. Full information on the trial, the trial findings, and the outcomes of resident engagement can be read at the link provided under the appendices section of this report.</li> <li>2. In summary, the trial findings demonstrated the following: <ul style="list-style-type: none"> <li>• Increased employee well-being, intention to stay at the Council, and employee commitment</li> <li>• Financial savings (c£399k across both Councils, of which £109k attributed to Cambridge City Council)</li> </ul> </li> <li>3. In terms of performance measures, there were statistically significant improvements performance measures for: <ul style="list-style-type: none"> <li>• Major planning applications (% completed in time)</li> <li>• Non-major planning applications (% completed in time)</li> <li>• Average number of weeks for householder planning application determination</li> </ul> </li> <li>4. There were no statistically significant decreases in performance measures for either shared service.</li> <li>5. There were statistically significant decreases in resident and business satisfaction in a number of areas including the shared services. However, it should be noted that this is not reflected in the performance data and should be viewed in light of a general trend across the country of declining public satisfaction with local government.</li> <li>6. SCDC carried out a formal consultation in relation to its best value duties which showed that the approach does meet best value standards.</li> <li>7. Locally recognised Trade Unions have been engaged throughout this process</li> </ol>

	and have given their support to the initiative.
<b>5.</b>	<b>Corporate plan</b>
5.1	<a href="#">Corporate plan 2022-27: our priorities for Cambridge - Cambridge City Council</a> This links to Corporate Priority 4, Modernising the Council to lead a greener city that is fair for all.
<b>6.</b>	<b>Consultation, engagement and communication</b>
6.1	As part of this process there have been multiple routes for consultation, engagement, and communication, including affected staff, members of the public, businesses, and previous opportunities for Councillors to hear about and discuss this initiative. Details on the public and business consultations are set out in the appendices to the report to South Cambridgeshire District Council, available on that authority's website (item 11, p.179 in the main pack). <a href="#">Choose agenda document pack - Council 17 July 2025 - South Cambridgeshire District Council</a>
<b>7.</b>	<b>Anticipated outcomes, benefits or impact</b>
7.1	The outcome of this decision is that it will enable SCDC to continue with its planned process to become a 32-hour, 4-day week employer. As the services shared with Cambridge City Council are currently functioning on this basis since there are no expected changes to delivery.
<b>8.</b>	<b>Implications</b>
8.1	The South Cambridgeshire District Council report highlights the risk around local government reorganisation, and the controls put in place through their proposed process.
8.2	<b>Financial Implications</b>
	As the outcome of this decision would be no change in our current arrangements, there are no financial implications associated with the decision.
8.3	<b>Legal Implications</b>

	As SCDC is the employing authority for these two services there are no legal implications for Cambridge City Council in agreeing this recommendation.
8.4	<b>Equalities and socio-economic Implications</b>
	As approval of the recommendation will mean the continuation of the existing activity, there are no equalities and socio-economic implications.
8.5	<b>Net Zero Carbon, Climate Change and Environmental implications</b>
	As approval of the recommendation will mean the continuation of the existing activity, there are no equalities and socio-economic implications.
8.6	<b>Procurement Implications</b>
	There are no procurement implications associated with this decision
8.7	<b>Community Safety Implications</b>
	There are no Community Safety implications associated with this decision
9.	<b>Background documents</b> Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985.
9.1	None
10.	<b>Appendices</b>
10.1	The papers to South Cambridgeshire District Council's Full Council meeting on 17 July 2025 referenced in this report are available on that authority's website (item 11, p.179 in the main pack):  <a href="#">Choose agenda document pack - Council 17 July 2025 - South Cambridgeshire District Council</a>
	To inspect the background papers or if you have a query on the report please contact Jane Wilson, Chief Operating Officer, <a href="mailto:jane.wilson@cambridge.gov.uk">jane.wilson@cambridge.gov.uk</a> ,

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