



UK Government Llywodraeth y DU

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You requested information relating to home working and team building for 2016-17, 2017-18 and 2018-19 at the Office of the Secretary of State for Wales. We have handled your request under the Freedom of Information Act 2000.

Q1: How much time do staff spend working from home? Please provide the average number of days the whole of the workforce work at home, and the average number of days worked for the whole of the workforce (both home base and office based).

A1: We have no staff who are designated homeworkers which is a flexible working option. The Office of the Secretary of State for Wales is committed to delivering its business more effectively by creating modern workplaces that enable flexible working. Homeworking is just one aspect of the Department's Smarter Working policy which is agreed locally between individuals and line managers and is dependent on business need. We do not therefore hold the information centrally.

Q2: How much time do staff spend online on non-work websites, and what are the three most common non-work sites visited (excluding search engines)?

A2: The Office of the Secretary of State for Wales uses IT services supplied through Ministry of Justice (MoJ) contracts. We therefore do not hold the information that you have requested. You may, however, wish to request the information from MoJ directly.

Q3: How many team building sessions do staff attend per month, and what were the locations?

A3: Effective internal communication is an important priority for the Office. Staff attend team meetings regularly. However, we hold no information centrally on the number of team building sessions attended by our staff.

Q4: How many off site events or meetings do staff attend per month, and what are their locations?

A4: The Office for the Secretary of State for Wales does not monitor off site meetings that happen in the course of business and we do not hold this information. However, the Office has held 1 all-staff offsite event during the period stated (in March 2016) and has attended 3 annual all-staff conferences held by the UK Government's UK Governance Group in the period stated. These meetings were all held in London.