

The background of the top section features a stone wall on the left with a large, grey cross. To the right, there is a pattern of light blue and green hexagons. The main title is overlaid on this background.

Trustees for Methodist Church Purposes chooses hfx flexitime solution to manage staff working hours

Cloud-based attendance management solution provides secure way to manage flexible working policy supporting staff work-life balance.

Trustees for Methodist Church Purposes (TMCP) is a small organisation, incorporated by the Methodist Church Act 1939, which acts as Custodian Trustee of all property held on Model Trusts of the Methodist Church Act 1976. The property includes all land and buildings used for local church purposes, together with funds which support the mission of the Church in these places.

The organisation comprises a Board which is custodian of approximately 6300 separate trusts, and it employs professional staff working in finance and legal disciplines to administer and facilitate its operations.

Managing staff working hours transparently

As with all service organisations in the not for profit sector, TMCP has to be transparent about its operations and administration costs, and it pays due diligence in all of its activities, including the management of facilities and its employees.

The organisation has recently upgraded to the latest flexitime solution from hfx to manage staff working hours. The upgrade enables staff to log in and out directly onto the system during the working day and has enabled the organisation to benefit from increased efficiencies in capturing staff hours and reducing administration time.

A long time user of Wintime, hfx's established flexitime solution, TMCP was keen to upgrade to the latest staff attendance software from hfx.

Martin Attfield, Assistant Chief Executive Officer, Trustees for Methodist Church Purposes said:

"We originally looked at several solutions when choosing a flexitime solution and found that hfx best met our needs. This also meant that we could work with hfx when we were considering an upgrade and with their expertise we were able to import our data smoothly."

Managing staff working hours transparently

Having evaluated other solutions, TMCP also chose to move to hfx's cloud-based solution, which provided it with peace of mind that should anything happen to their server in-house, their flexitime data would be secure and hosted off-site, enabling business as usual.

TMCP opted for the cloud-based solution for the practical benefits of security and disaster recovery, with everything stored off-site, with the knowledge that there is a back-up should they need it.

TMCP is using hfx's flexitime management system to enable all staff to log in and out when they are in the office, and also to log work done out of the office and other absences, when required. The organisation has operated a flexi system for many years with normal working hours between 9 am and 5 pm, and their system provides flexibility at either end of the working day.

Improved staff work/life balance

As well as providing an accurate record of staff working hours, TMCP believes that using the hfx system helps support it as an organisation to continue to aim to provide a good work/life balance for staff.

Like many organisations, TMCP has found that staff appreciate the flexibility that the system offers. They are able to manage their own working hours to balance other personal/family commitments, while ensuring that they can carry out their work responsibilities. Since everyone uses the same system, the flexible working policy is operated fairly and equitably. It remains part of the internally managed structure which gives transparency and consistency.

Martin Attfield, Assistant Chief Executive Officer, Trustees for Methodist Church Purposes concludes:

"hfx helps us provide staff with flexibility around the working day. Holiday requests, time off, absence requests can all be logged directly in the system and electronically approved - it's much faster, saves time and reduces errors. As well as the implementation of the software, we have been working with the team on the format of reports to make them even easier to prepare. Choosing hfx has definitely been an investment to support our organisation now and in the future."

About hfx

hfx introduced the concept of flexible working hours over 40 years ago and is a leading provider of time management systems to both the public and private sectors today.

hfx workforce management solutions include flexitime management, access control, time and attendance and Everyone Cloud which is integrated portal enabling anyone, anywhere to clock in & out using any device. hfx solutions are fully compatible with all mainstream HR, Payroll and Human Capital Management systems.

Based in the home counties just north of London, hfx services clients across the public and private sectors throughout the UK. High profile customers include Home Office, Merck, Bentley Motors, Adidas, The Society of Motor Manufacturers & Traders (SMMT), Eaton Limited, MoD, National Farmers' Union, Hertsmere Borough Council, Exeter City Council, North Lanarkshire Council, Isle of Man Government, MoJ, Met Police, Flintshire County Council, Office for National Statistics, UK Intellectual Property Office, NHS Business Services Authority, Science and Technology Facilities Council and many more.

Apply any flexible working policy securely, transparently and with consistency.

To find out more about **hfx** and our solutions please call **01438 822170**, visit **www.hfx.co.uk** or email **sales@hfx.co.uk**

Flexible working solutions