

# ▶ Leaving Fulwood – Update

15 February 2022 COG briefing

## ► Update on Leaving Fulwood Project:

1. Group Consultation Outcome
2. Group Consultation Themes
3. Individual Consultation Process to 18 March
4. Relocation Timetable
5. New Ways of Working - Transformation
6. Questions



## ▶ 1. Group Consultation Outcome

- Lease discussions are now progressing for 2 locations on one site:
  - Distington House – top floor
  - Centre Court – whole building
  - We will not be moving to SYHA
- We have used the ‘contingency option’ available at Distington House to respond to group consultation feedback concerning SYHA.
- The group consultation ran from 6 December to 6 January.
- Change of base letters were sent to approximately 236 staff, based at Fulwood House, on the 7 January. We are finalising staff names with a couple of small teams.



## ▶ 2. Group Consultation Feedback - Key Themes

- **Accessibility** - Centre Court and Distington - good access to ring road and M1
- **Car Parking** – and **cost** was major issue for majority of staff going to SYHA
- **Green Travel Plan** – provision for cyclists will be included.
- **IT Equipment** – we will aim to put 2 monitors on each desk.
- **Office Etiquette** – open plan, sharing space, agile & new ways of working.
- **Training Spaces** – top floor and large meeting room on ground floor of Centre Court, plus consistent pay as you go space in city centre.

## ▶ 3. Individual Consultation 18 January - 18 March

### Team Leaders Briefing held on 14 January:

- a. Staff are advised to approach line managers directly but also cc Leaving Fulwood
- b. HR resource standing by to support conversations
- c. Staff member will be advised to approach TU if they want representation from them
- d. Standard email invitation **to be sent by line manager** to confirm meeting
- e. Form/brief to steer meeting and record outcomes
- f. Outcome letters **to be sent by HRBP**
- g. Agile working agreements to be drawn up with manager and staff member and in place by time of move
- h. HR support for individual cases where compromise or agreement not reached



## ▶ 4. Relocation Timetable

- **January** share updated handbook + arrange site visits
- **February** site visits, floor plan & agile working workshops
- **March** complete floor plan utilisation agreements
- **April** Centre Court commence occupancy
- **May** Distington commence occupancy
- **June** complete remaining moves



## ▶ 5. New Ways of Working - Transformation

- We will be arranging support & workshops to help us adapt to:

- Agile working

- Hybrid working

- Open Plan office working / sharing space

- ‘Open Office Etiquette’



▶ 6. Questions

