

Principles for the restructuring of Housing Leeds

- The following principles will be adopted across the 3 services making up Housing Leeds: Strategic Housing, Housing Management and Property and Contracts
- Where slotting can be justified, this will be done.
- It is expected that slotting and ring-fence proposals will in the main open to groups of staff in scope for the 3 services: Strategic Housing, Housing Management, Property and Contracts.
- The Housing Leeds restructures will be run concurrently for the Service Managers at third tier after which time this will be reviewed.
- A principle of 1 up 1 down will be used but with an understanding that this may be amended depending upon circumstances providing there is justification to do so.
- Where staff preference more than one post, consideration will be given to minimise the number of selection processes the individual will need to go through.
- Appropriate support and development will be given to all staff changing roles and in particular to those who move into a more generalist role
- Staff receiving an honoraria or acting up or in a temporary position for more than 12 months, having gone through a competitive recruitment process, will be considered alongside permanent staff at the grade they are acting up / receiving and honoraria to for the purpose of slotting and ringfencing.
- Temporary staff (on fixed term contracts) with more than 2 years continuous service with LCC (or the ALMOs) who have gone through a competitive recruitment process will be considered alongside permanent staff for the purpose of slotting and ringfencing.
- Temporary staff (fixed term contracts) with less than 2 years continuous service and Agency staff will not be considered at the ring-fencing stage. Any posts remaining will be subject to the usual internal recruitment process including the Talent Pool.
- Where staff are currently employed on an apprenticeship they will be out of scope **and** the apprenticeship be completed.
- Construction Services is out of scope for this review.
- Occupational Therapy team is out of scope for this review due to a wider LCC review of all Occupational Therapy services.
- Staff associated with the caretaking teams from the former ALMOs are out of scope for this review.
- IM&T staff are out of scope for the purpose of this review.
- For clarity: Phase 1 – slotting exercise, Phase 2 – Ring-fencing, Phase 3 – Talent Pool/Housing Leeds Displaced staff, Phase 4 – Temporary Staff, Agency Staff, Internal staff within LCC.

- Support services staff within ABCL will be out of scope for this review. (HR, Finance, Health and Safety, Marketing and Communications, Performance and ICT)
- With reference to the proposed changes to Terms and Conditions of employment, which have been agreed General Purpose Committee on 29 July 2014, decisions with regard to the workforce implementation plan for this restructure will be made in line with corporate decisions.

Agreed at the Housing Leeds Steering Group meeting on 17 January 2014.