



London Sustainability Exchange

## London Sustainability Exchange Information and Consultation Policy

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It is the policy of London Sustainability Exchange (LSx) to consult regularly with staff and to be open, honest and transparent in our internal communications about the management of LSx. We do this through a variety of methods including fortnightly team meetings, more examples needed.

LSx also recognises a particular duty to inform and consult with staff in regards to the terms and conditions of their employment, including:

- on changes to health and safety within the organisation
- where 3 or more redundancies are proposed
- on our financial situation and employment prospects
- on transfers of employees
- on any other issues likely to lead to substantial changes in work organisation or contractual relations

Where such issues arise, all staff will be informed and consulted in a way that gives sufficient time for them to form and express their opinion. At a minimum this will include discussion at a team meeting; consideration of any concerns and other responses at the next Senior Management meeting; and availability of the response and the final decision.