

Employment Matters Committee – Supplementary agenda No.1

A meeting of the Employment Matters Committee will be held on:

Date: 18 April 2013

Time: 7.00pm

Venue: Meeting Room 2 - Level 3, Gun Wharf, Dock Road, Chatham ME4

4TR

Items

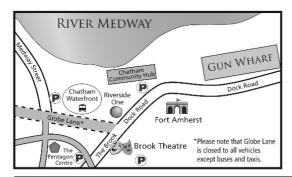
5 Pay and Grade Review

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Draft timetable.

For further information please contact Wayne Hemingway, Democratic Services Officer on Telephone: 01634 332509 or Email: democratic.services@medway.gov.uk

Date: 18 April 2013



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A summary of this information can be made available in other formats from **01634 333333**

If you have any questions about this meeting and you want to speak to someone in your own language please ring 01634 335577

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Pay and Grade timetable

Date and time	Meeting	Project plan key dates
May 2013		
Wednesday 22 May, 18:00 - 19:00	Pay and Grade Members' working group	Progress update.
June 2013		
Friday 14 June, 10:00 - 11:30	Corporate Consultative Committee	Progress update
Friday 28 June		Milestone 1
		Communication Plan complete.
		ICT e-source developments complete.
		Job families and profiles allocations and rank ordering complete.
July 2013		
Monday 1 July		Milestone 2
,		HAY to undertake pay modelling exercise to be completed by 16 August.
Thursday 4 July	Employment Matters Committee	Progress update.
Wednesday 24 Jul, 18:00 - 19:00	Pay and Grade Members' working group	Progress update.
August 2013		
Wednesday 7 August	Corporate Management Team	Progress update
September 2013		
Date TBC	Pay and Grade Members' working group	
Wednesday 4 September	Corporate Management Team	Update on pay modelling exercise.
Friday 6 September, 10:00 - 11:30	Corporate Consultative Committee	Progress update.
Thursday 12 September	Joint Consultative Committee + Employment Matters Committee	Milestone 3 Employment Matters Committee to agree way forward.
Monday 30 September		Completed changes to PDR process
		Completed total contribution performance scheme
		Completed appeals process
October 2013		
Tuesday 1 October		Milestone 4 Consultation with staff and trade unions begins – (45 days)
November 2013		Consultation with stan and trade unions begins - (43 days)
Friday 15 November		Milestone 5
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Wednesday 27 November	Corporate Management Team	Update on consultation.					
Wednesday 27 November, 18:00 - 19:00	Pay and Grade Members' working	Update on consultation.					
-	group						
Thursday 28 November	Joint Consultative Committee +	Milestone 6					
	Employment Matters Committee	Employment Matters Committee considers consultation					
		responses and makes a recommendation to full council.					
December 2013							
Thursday 5 December, 10:00 - 11:30	Corporate Consultative Committee	Milestone 7					
		Sign collective agreement. (earlier if appropriate)					
January 2014							
Wednesday 15 January	Employment Matters Committee	Milestone 8					
		Consider way forward in absence of collective agreement.					
February 2014							
Thursday 20 February	Council – Budget setting	Milestone 9					
		Make final decision.					
Friday 21 February		If no collective agreement or individual agreement and proposal					
		agreed at full council, commence dismissal/reengagement process.					

Points to consider:

• The Council budget setting meeting is taking place on Thursday 20 February, 2014. Should there be a requirement for Council to make a formal decision on implementing a new grading structure then there are implications for the payment of increments to staff from 1 April 2014 as contractual notice for some staff will extend into May, and the collective agreement on the freezing of increments expires on 31 March 2014. Clearly if a collective agreement is signed prior to 31 March 2014 there is no issue.