

**FAIR PAY TIMETABLE – KEY DATES**

**Appendix 4**

<b>Action Required</b>	<b>Dates</b>	<b>Revised Dates</b>
Negotiation on other pay and non-pay elements	20 <sup>th</sup> August 2008 to 6 <sup>th</sup> November 2008	
Pay structure and other elements to be agreed with trade unions subject to approval of Personnel Committee	6 <sup>th</sup> November 2008	
Pay structure and other elements to be agreed with Personnel Committee.	10 <sup>th</sup> November 2008	21 <sup>st</sup> January 2009 - tba
Pay structure and other elements to be agreed with Cabinet.	11 <sup>th</sup> November 2008	20 <sup>th</sup> January 2009
Pay Structure and other elements to be agreed at Council		4 <sup>th</sup> February 2009
Letters to be sent to employees concerning job evaluation outcome and proposed grade and salary. This date marks the start date for any appeals	8 <sup>th</sup> January 2009	26 <sup>th</sup> February 2009
		<b>All subsequent dates are provisional and may be adjusted to take account of the number of appeals received</b>
Stage 1 appeals completed	6 <sup>th</sup> March 2009	17 <sup>th</sup> April 2009
Check whether changes should be made to grading structure, following outcome of appeals	27 <sup>th</sup> March 2009	8 <sup>th</sup> May 2009
Approval of final grading structure by Personnel Committee and Cabinet	Personnel - 7 <sup>th</sup> April 2009 Cabinet – to be arranged	May 2009 – dates tba
Notification of final outcome to employees	14 <sup>th</sup> April 2009	22 <sup>nd</sup> May 2009
Stage 2 appeals completed	15 <sup>th</sup> May 2009	26 <sup>th</sup> June 2009
New salaries effective	1 <sup>st</sup> June 2009	1 <sup>st</sup> July 2009
Employees paid on new grade	15 <sup>th</sup> June 2009	15 <sup>th</sup> July 2009