

	May 2018	June 2018	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019
Initial mtg with Unison for informal consultation, informal consultation	11.5.18											
Staff meetings for information and updates	16.5.18											
Unison mtgs (monthly) for ongoing consultation		07/06/28	30/07/18	TBC	04/09/18	04/10/2018 30/10/18	27/11/18	TBC	10/01/19	TBC	TBC	TBC
Report to Cabinet on formal decision regarding proposals for consultation			Briefing 2.7.18 Cabinet 18.7.18 Council 19.7.18									
Letter to UNISON formally proposing a collective agreement to move to local pay and conditions			After Council									
Consultation with UNISON on proposals with a view to agreeing a Collective Agreement			30/07/18	TBC								
Information to staff on proposals, on consultation with UNISON, staff engagement on proposals via Spelnet and staff meetings, informal consultation			After Council									

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<b>If Collective Agreement not concluded</b>												
Information to all staff on proposals and about formal consultation process and ways to respond. If required include update on Collective Agreement discussions and formal consultation going forward					Beginning of September							
Formal consultation with workforce on proposals for change - minimum 45 days												
Deadline for responses to consultation							end Oct/beg Nov					
Collate responses to consultation							early Nov					
MAT consider responses to consultation							mid Nov					
Report to Cabinet/Council on responses to consultation on proposals and for decision on whether/how to proceed							Cabinet Briefing 26.11.18	Cabinet 11.12.18 Council 13.12.18				

	May 2018	June 2018	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	January 2019	February 2019	March 2019	April 2019
Letters to employees giving information on Cabinet/Council decision, giving notice of termination and reengagement on local terms								By 21.12.18				
Notice period of 3 months Employees respond to letters												
New Spelthorne pay award arrangements, terms and conditions come into effect												1.4.19
Report to MAT on any staff not accepting new terms, any ET claims received												mid April

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