

Appendix 7

Indicative Timetable

<u>Activity</u>	<u>Timescale</u>
Informal discussions with TUs <ul style="list-style-type: none"> advise of proposals and date for Cabinet dates for formal consultation meetings 	w/c Monday 2 May 2022
Informal discussions with affected staff (and TU representation) <ul style="list-style-type: none"> advise of proposals and date for Cabinet dates for formal consultation meetings 	w/c Monday 2 May 2022
<u>Cabinet Report</u>	Thursday 5 May 2022
5 day call in period ends	Thursday 12 May 2022
Commence formal collective consultation (45 calendar days); <ul style="list-style-type: none"> Section 188 letter issued to Trade Unions with confirmation of date of consultation meeting Letter issued to affected employees, with copy of Section 188, confirming the approach and employees' redeployment status and reaffirming date of consultation meetings Approved report to be circulated with above Provision of consultation document. Offer of individual consultation meetings and drop in sessions BOOH VR VER expression of interest forms 	Monday 16 May 2022 to 3 July 2022.
Initial Formal Consultation meeting with TUs	Commencing 16 May 2022
Initial Formal Consultation meetings with affected staff <i>Group and individual employee meetings, and trade unions (go through report/new proposed structure/ways of mitigating losses; advise of voluntary schemes)</i>	Commencing 16 May 2022.
Completion of formal consultation with employees and trade unions, any changes implemented where necessary	3 July 2022.

Appendix 7

Final proposals following consideration of collective consultation feedback	Week commencing 11 July 2022.
<p>Write to affected individuals with outcome of consultation.</p> <ul style="list-style-type: none"> • Confirm final position. • Redeployment status and support to affected staffed • Confirmed process and implications with affected staff. • Letters to staff on individual status, along with right of representation and individual consultation meetings. • Open applications for Voluntary Redundancy/Voluntary Early Retirement. 	Week commencing 18 July 2022.
Deadline for applications for Voluntary redundancy and voluntary early retirement.	Friday 5 August 2022.
EOI re VR/VER outcomes communicated	Friday 19 August 2022.
<p>Individual Consultation Meeting for all individually ‘at risk’;</p> <ul style="list-style-type: none"> • <i>Redeployment skills audit and support/meetings – ongoing throughout process</i> 	Commence w/c 22 August 2022.
Issue 12 weeks Compulsory Redundancy notices to staff not redeployed/released under VR/VER schemes, and right of appeal	Week commencing 5 September 2022.
Appeals hearings take place	w/c Monday 3 October 2022
Final date of dismissal	2 December 2022.