JOB FAMILIES TIMELINE

ACTION	WHO	MONTH																	
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Agree budgets and proposals	CLT																		
Workshop for project team re: Org design	AG																		
Governance board agreed (SMEB)and first meeting held	AG																		
Staffing Policy committee briefed on proposals	AG																		
Unions briefed	AG																		
Heads of service briefed via structural design workshops	Project team																		
Communcations plan devised	AG / Comms																		
Review JE conventions	Project team																		
Initial communication to all staff	AG / Comms																		
Role profile writing . Involve manager working parties .	Project team																		
Support for heads of service in implementing effective structures	Project team																		
SMEB meeting	AG																		
TU negotiation meeting	AG																		
Staffing policy																			
Explore and agree pay and grading options	Project team																		
Monthly communications to staff via usual channels	AG / Comms																		
Agree role context statements	Project team																		
Implementation	Project team																		