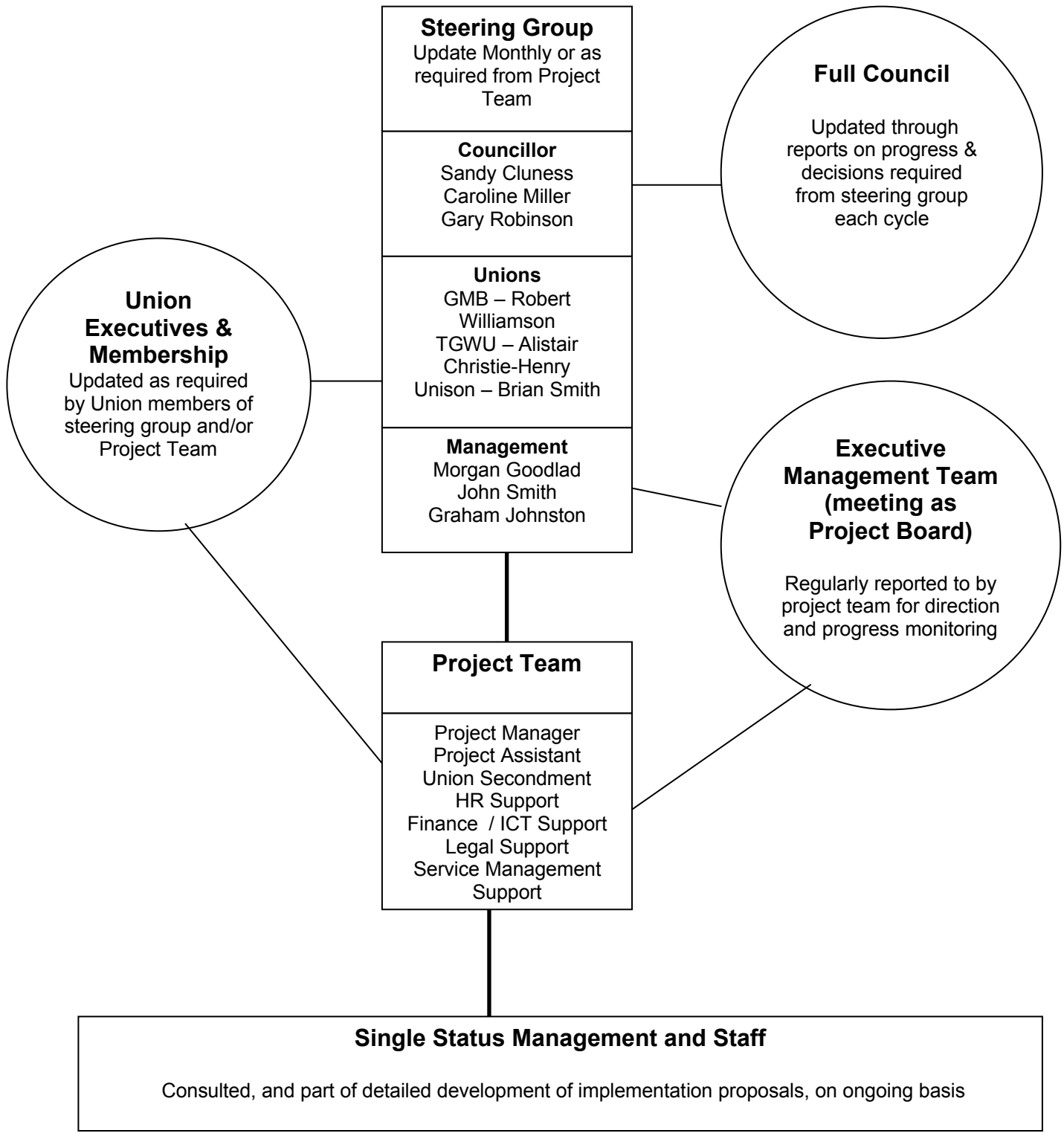


Proposed Single Status Project Structure



It is very important to be seen to keep lines of communication open and transparent for the Council want to proceed with Single Status on the new basis

Councillors want to be involved, we need to make a virtue of that, Unions have also indicated their willingness to put time and effort into developing the new solution, management must be fully engaged and we have to keep staff feeling consulted and informed.

To that end I am suggesting that we establish a "Steering Group" with members, officers and Union officials on it. Chaired by the Convenor, giving all parties an open information exchange forum and sounding board. It would monitor progress, meet regularly keeping a note of each meeting.

Agreements, progress, issues, blockages could be raised at this Steering Group, and they would be dealt with by them as far as possible there. Decisions on irreconcilable issues would ultimately become the responsibility of the full Council to resolve.

Executive Management Team would take the place of the old Project Board, meeting separately for that specific purpose. It would give direction to the Project Team and make decisions on progress, issues or options raised by the work of the team. Morgan Goodlad, Graham Johnston & John Smith would attend the Steering Group as representatives of this Board.

Union members would report back to their executives and membership who would also have the opportunity to be updated by members of the Project Team. Each Union involved in Single Status would be represented on the Steering Group.

The Steering Group would report to Council each cycle by way of a formal report, and through seminar or presentation etc. by all members of the Steering Group if that was necessary; Members, Unions and Management running those events together. The steering group would consider the work programme and receive regular updates from the Project Team, at least once a month.

The Project Team would be led by the single status project manager, with a full time assistant, and support from HR, Legal, Finance and other management and staff on a part time basis. The details of who we need when, will have to be worked out.

Unions will be asked to propose secondees to the project team with the objective of all Unions being represented and their being at least one full time equivalent member of staff participating in team work at all times.

Detailed engagement with line management and staff will vary throughout the project but a comprehensive set of briefings and other communications will be developed.