

21 November 2023**YOUR OFFER UPDATE****Issue**

1. Your Offer is progressing at pace and there are three questions the project team would like the EB to consider. To inform these questions, the following documents have been provided:
 - **For Question 1 and 2:** The project and communication timelines were shared with the EB on 10 November.
 - **For Question 3:** A paper (Pay remit and leavers) is attached with this paper.

Recommendations

2. The Committee are invited to consider the following:
 - **Question 1:** Is the EB content with the project timelines? Please be aware these timelines come with many assumptions as set out in the email of 10 November. A key assumption is that the business case will return on 8 January 2024 (the earliest likely date for it to return).
 - **Question 2:** Is the EB content with the communication timeline? In particular, the recommendation is that the first briefing is an 'all staff' webinar with Richard Stanford. This will ensure all staff hear the message at the same time. Only then will the Heads of FE/FS/FR hold webinars or meetings with their staff.
 - **Questions 3:** Should leavers be entitled to the pay uplift? (Payment to be pro-rata based on their last day of service).

Background

3. The background is provided in the timelines and the Pay remit and leavers paper.

Your Offer Project Manager and Head of HR
16/11/23