

APPENDIX B(i)

CONSULTATION PLAN

Date	Activity	Detail	Message
June/July 2012	Engagement with:- <ul style="list-style-type: none"> • Community councils • Community action Southwark • Southwark legal advice forum • Housing associations • Home owners group • Tenant councils • Area housing forums • TMO – Tenant Management Organisation • Information in Summer edition of Southwark life Prepare:- <ul style="list-style-type: none"> • Web page and consultation link • Local Online communities • Press Release • Southwark life entry (next edition) 	Attend two community councils (Bermondsey/Rotherhithe) and Borough/ Bankside and Walworth) on the 2 July 2012 and 12 July. Southwark Legal Advice Network 16 July Bermondsey West Housing Forum 17 July July edition of Southwark life distributed to all households Provide overview of CTRS, outline known requirements of CTRS, timelines, purpose of consultation and support available, make overview available to other listed groups.	How the government is proposing to change council tax benefit. Raise awareness of forthcoming consultation We want your views on Council tax benefit changes.
10 July 2012	Commence consultation with GLA	Present CTRS Scheme proposal to GLA	Responding to 10% cut in council tax benefit subsidy
18 July 2012	Confirm decision of cabinet to GLA		Decision will still be subject to call in for 5 working days.

Date	Activity	Detail	Message
18 July - 5 Sep 2012	Consultation open	Subject to call in consultation opens 25 July 2012 Press release issued	
18 July - 5 Sep 2012	Commence consultation with wider community and stakeholders.	Send notification of consultation to relevant organisations	The council has to introduce a local Council Tax Reduction Scheme (CTRS) and has less money – have your say on the councils proposal
18 July - 5 Sep 2012	Consultation with wider community and stakeholders	Attend TMO 18 July, attend Home owners group 25 July, Financial inclusion Forum 20 July, SOUHAG 26 July Tenant councils and Area Housing forums. Walworth West Housing Forum 19 July	The council has to introduce a local CTRS and has less money – have your say on the councils proposal
18 July - 5 Sep 2012	Consultation with wider community and stakeholders	Attend local Community Councils, 3 rd sector organisations. (Dates TBC)	We want to work with you to support implementation of the CTRS scheme and to support CTRS claimants receive the support they may need
18 July – 5 Sep 2012	Consultation with wider community and stakeholders	Self serve support available in libraries. Support available from 3 rd sector to customers	We want to work with you to support implementation of the CTRS scheme and to support CTRS claimants receive the support they may need
18 July – 5 Sep 2012	Consultation web link open Southwark Life distributed	Notification to all stakeholders and third parties	Consultation open, please engage and visit website and have your say.
13 September	Web link closes	Notification to all stakeholders and third parties.	Consultation closed.
13 September-20	Gather response from web based consultation – feed into EA	Measure and evaluate response for inclusion in October cabinet report	

Date	Activity	Detail	Message
September			
18 July - 5 Sep 2012	Consultation with wider community and stakeholders	Attend local Community Councils, 3 rd sector organisations. (Dates TBC)	We want to work with you to support implementation of the CTRS scheme and to support CTRS claimants receive the support they may need