Budget Strategy – Communication and Consultation Plan – November 2016 to March 2017 **APPENDIX 6**

Task	Who	Timescale
Scope equality impact assessment and consultation requirements for savings	Community Participation Team and all Service Areas	November
Agree approach to consultation and communication	Community Participation Team, SMT and Cabinet	November
Prepare and agree budget communication and consultation materials and presentations	Community Participation Team, Financial Management Team, Communications, Cabinet Member for Finance & Service Delivery	November - December
Budget proposals agreed by Cabinet – communication regarding budget approach to be linked to date papers published		5 January
Launch budget proposals to include radio interview, media release, community panel, budget page, social media, partner communication	Corporate Communications	6 January
Attend Young People's Forum	Cllr Paul Watling and YPF Support Officers	11 January
Attend Senior Citizens Forum	Cllr Lee Carter and Cllr Arnold England (Cabinet Member for Adult Social Care & Older People) Finance Officer Support	25 January
Attend Business Board	Cllr Lee Carter and Richard Partington (Managing Director)	January (date TBC)
Attend Parish Forum	Cllr Lee Carter and Ken Clarke, Jonathan Rowe	10 January
Attend Schools Forum	Jim Collins	January (date TBC)
Attend Voluntary Sector Chief Officers Group	Cllr Lee Carter and Ken Clarke	18 January
Attend a joint unions meeting	Cllr Lee Carter and Ken Clarke	26 January
Close of formal consultation period		5 February

Share findings of consultation	Community Participation and Organisational Delivery and Development	7 February
Cabinet		23 February
Full Council		2 March
Ongoing discussion and planning with stakeholders, residents and partners		March onwards