


Report To:	EXECUTIVE CABINET
Date:	19 September 2018
Executive Member/Reporting Officer:	Councillor Bill Fairfoull – Deputy Executive Leader Ilys Cookson – Assistant Director – Exchequer Services
Subject:	COUNCIL TAX SUPPORT SCHEME
Report Summary:	This report details the procedural requirement in deciding if changes are required to the Council Tax Support scheme (CTS). If any changes are required then consultation must take place for the scheme to become effective from April 2019. The scheme cost and claimant numbers continue to decline and support for claimants remains in place. There appears to be no adverse equality impact assessment arising from the quarterly reviews that take place and further guidance, which may have a bearing on the scheme, from the DCLG is not expected.
Recommendations:	It is recommended that <ul style="list-style-type: none"> (i) consideration is given to amending the scheme on the basis set out in the report. (ii) Any recommended proposed scheme changes are consulted upon as outlined in Section 4 of this report from 19 September 2018 to 22 November 2018, and (iii) An Executive Cabinet decision will be taken in December 2018 to set the CTS scheme for 2019/20.
Links to Community Strategy:	The Council Tax Support (CTS) scheme assists the most financially vulnerable in the Borough by providing means tested financial support towards Council Tax costs.
Policy Implications:	In line with Council policy and guidance from DCLG.
Financial Implications: (Authorised by the Section 151 Officer)	The Council Tax Support Scheme is a cost to the Council in the sense that it reduces the amount of Council Tax that can be collected. In 2018/19 the estimated value of the Council Tax revenue that will be foregone under the current scheme rules is £14.4m. The proposed changes set out in this report are estimated to increase the cost of the scheme by less than £50k per year. This additional cost is expected to be offset by a general increase in the level of Council Tax revenues collected due to an increased collection rate.
Legal Implications: (Authorised by the Borough Solicitor)	The Report recommends changing the Scheme; a process for public consultation on the proposals; a report to be made to the Executive Cabinet in December for approval of final proposals to set a CTS scheme for year 19/20. A process for Consultation is statutorily required and the proposals made are in line with the law and good practice.
Risk Management:	The scheme is legally compliant in the way it has been set and the decision to consider if the scheme needs to change, and any proposed changes are consulted upon, is part of the process to set the scheme for the future year.
Access to Information:	The background papers relating to this report can be inspected by contacting the report writer Ilys Cookson:

 Telephone: 0161 342 4056

 e-mail: ilyc.cookson@tameside.gov.uk

1 BACKGROUND

- 1.1 The Welfare Reform Act 2012 contained provision to abolish Council Tax Benefit. The Government replaced it with a power for each local authority to have its own locally set council tax reduction scheme. The necessary primary legislation is included in the Local Government Finance Act, passed on 31 October 2012 which contained provision that Councils wishing to implement a local scheme must have the scheme approved by 31 January each year, which was later revised in 2016 to have the scheme approved by 11 March each year.
- 1.2 The local scheme was funded in the first year by way of a fixed grant which the Department of Communities and Local Government (DCLG) determined as being 90% of the 2011/12 outturn for Council Tax Benefit expenditure. In real terms this reduction in funding equated to 17.3% for Tameside for 2013/14 and a local Council Tax Support (CTS) scheme was set taking into account the costing envelope available.
- 1.3 Tameside's own local CTS scheme was set at the Council meeting on 21 December 2012. The scheme was adopted to a challenging timescale additionally, the Universal Credit Regulations 2013, on which the principals of the CTS scheme were based, was not passed through parliament until 25 February 2013.
- 1.4 The 2013/14 CTS scheme, which had been in place since 1 April 2013, was revised after consultation had been carried out with the public between 14 September 2015 and 30 November 2015. The following elements were introduced to the scheme from 01 April 2016:
- Capping support to a Band A property.
 - Reduce the maximum CTS award to 75%.
 - Align deductions for non-dependents of working age to the same level as those in the prescribed scheme for claimants of pensionable age.
 - Non-dependent deductions are disregarded for CTS claimants in receipt of a Staying Put payment.
- 1.5 In consideration of setting the local CTS scheme for 2019/20 this reports sets out:
- What the Council is required to do
 - The CTS scheme in operation
 - Proposals to consult on scheme changes

2 INTRODUCTION

- 2.1 In considering setting a CTS scheme the Council must adhere to a number of procedural requirements which are detailed as follows:
- Set a CTS scheme no later than 11 March before the start of the financial year to which the scheme applies.
 - Adopt the prescribed requirements which must apply to all schemes, which includes local schemes, the prescribed scheme for persons of state pension credit age and default schemes (the same as the previous council tax benefit scheme).
 - Ensure that claimants of state pension credit age continue to receive the same support under the scheme as they receive in council tax benefit.
 - Consider the statutory public sector equality duty in adopting a scheme and the child poverty strategy.
 - Consult all major precepting authorities.
 - Consult generally on changes to the scheme.
- 2.2 The procedural requirements are contained in the Local Government Finance Act 2012.

- 2.3 Paragraph 5(1) of Schedule 1A to the 1992 Act states that;
'For each financial year, each billing authority must consider whether to revise its scheme or to replace it with another scheme.'
- 2.4 The purpose of this report is therefore to consider the following:
a) That the current CTS scheme remains in place in 2019/20 or;
b) That the current CTS scheme is revised for 2019/20.
- 2.5 Where a CTS scheme is to be revised then legislation is clear on the requirements to consult the public and precepting bodies prior to any changes to the scheme. Full consultation has taken place prior to previous revisions to the scheme. Any changes to the CTS scheme for any future years are subject to a decision by Full Council.
- 2.6 In considering whether there should be revisions to the current scheme, the current operation and costs of the scheme should be considered, in addition to any guidance released by central government or by direction of the Valuation Tribunal Service, which consider appeals for local CTS schemes.

3 CURRENT OPERATION AND COSTS

- 3.1 The number of claimants and cost of the scheme has reduced steadily over the years as detailed below:

Table 1: Claimant numbers by year from April 2013

Total claimants April 2013	Total claimants April 2014	Total claimants April 2015	Total claimants April 2016	Total claimants April 2017	Total claimants April 2018
23,716	23,231	22,029	20,889	20,087	19,636

- 3.2 Claimant caseload fluctuates on a daily basis and overall there has been a downward trend on claimant numbers from 01 April 2013. The caseload has continued to fall even though the scheme changed from April 2016 and residents had more to pay in Council Tax, due to the Council Tax rises in April 2016, 2017 and 2018. This decline appears to follow the pattern from previous years. The fall is unlikely to be attributed to the changes introduced to the scheme which became effective from 1 April 2016 because, while the changes affected the majority of existing claimants by way of a reduced amount of CTS awarded, it did not change the eligibility criteria.

3.3 Table 2 Costs of CTS scheme by year

April 2013	April 2014	April 2015	April 2016	April 2017	April 2018
£16.6m	£15.94m	£14.9m	£14.3m	£13.7m	£13.7m

- 3.4 The actual scheme costs have reduced year on year although Council Tax increased in 2016/17, 2017/18 and 2018/19 and included an adult social care precept, and mayoral precept in 2018/19. The reduction in costs could be partly be a consequence of the CTS scheme change requiring that all claimants pay at least 25% of their Council Tax liability. Although claimant numbers continued to fall in 2017/18 the costs of the scheme appear to have stabilised in 2018 which may be attributed to the 5.56% increase in Council Tax bills including the new mayoral precept and the adult social care precept. The higher the Council Tax charge, the more the CTS scheme will cost, unless claimant numbers fall significantly.

- 3.5 Scheme costs, claimant numbers and equalities data is monitored every quarter. This regular monitoring has not highlighted any real impacts from the changes as detailed above and the scheme is currently operating as expected.
- 3.6 Hardship relief continues to be available to any person who is experiencing financial hardship as a result of the CTS scheme. The purpose of the Hardship Fund is to mitigate the potential risk that some claimants may, in exceptional circumstances, suffer severe financial hardship as a result of the introduction of the scheme or changes to the scheme and may apply for additional monies to help pay their Council Tax. The Hardship Fund totals £50k in 2018/19. Hardship funding is identified from existing budgets and is currently administered via the Tameside Resettlement Scheme. However, this amount does not exclude approved applications being granted should the maximum allocated funding being exceeded.
- 3.7 Residents may also obtain advice and assistance on the Hardship Fund and CTS scheme from the Council's Benefits Service, Citizens Advice Bureau, Tameside Welfare Rights Service and other local advice services such as MiNT.
- 3.8 Eleven applications for Hardship Relief were received in the 2017/18 financial year; three of which was successful and a total of £1,683.93 was paid.
- 3.9 Tameside Council is committed to maximising the wellbeing of the people of Tameside and it is clear that the Governments welfare reform agenda is having an impact on financially vulnerable people.
- 3.10 All claimants have to pay at least 25% of their Council Tax liability. The Council continues to face significant financial challenges in how much the Council has to spend on services. Cuts in funding from Government have a significant impact on how much the Council has to spend as Government funding provides the greater proportion of the Council's finance and the money raised from Council Tax paid by local residents makes up only one third of the Council's funding.
- 3.11 It is clear given the financial challenges we face that a local CTS scheme must be set taking into account the finances that are available as any increase in costs of the CTS scheme is borne by Council Tax payers.

4.0 PROPOSALS CONSIDERED

- 4.1 In considering whether any revisions to the CTS scheme are appropriate it is important to take into account current costs, caseload, external influences such as changes in legislation, changes directed by a Tribunal, funding and scheme wording.
- 4.2 The Council is committed to maximising the wellbeing of the people of Tameside in providing support to them as much as possible as welfare reform is rolled out nationally. The full effects of Universal Credit are not yet known and support takes different forms such as financial advice and support as detailed in Section 3.7 and consideration has been given to the current cost of the scheme which is £13.7m and the maximum support available to CTS claimants. The current maximum award was set at being 75% of a claimants Council Tax liability subject to income and circumstances such as the Council Tax band of the property. Should this award be increased from 75% then this would affect 11,084 working-age claimants and award more CTS than at present. However, the estimated cost to the scheme would be £113k for every 1% extra awarded based on current Council Tax levels and caseload or £565k for 5% increase. Should Council Tax levels increase or the caseload increase in future years then the cost of this proposal would increase.

- 4.3 Cuts in funding from Government continue to have a significant impact on how much the Council has to spend on vital services. Government funding provides the greater proportion of the Council's finance and the money raised from Council Tax paid by local residents makes up only one third of the Council's funding. It is clear given the financial challenges the Council continues to face that a local Council Tax Support scheme must be set taking into account the finances that are available and so increasing the maximum support available is unaffordable in the current and future years.
- 4.4 Consideration has also been given to the effects of Universal Credit as the Council Tax Support scheme is based on Universal Credit guidelines therefore it is important that the scheme aligns where possible. Awarding a 2 week run on for claimants moving from Housing Benefit to Universal Credit has been introduced into the Universal Credit scheme from 11 April 2018. Awarding an additional 2 weeks CTS to any working age claimant that starts work after being in receipt of what is known as a 'passported' benefit such as Job Seekers Allowance or Income Support adheres to CTS scheme guidance to provide a work incentive. If implemented this is estimated to affect no more than 25 working age claimants per week and cost £41k based on current Council Tax levels.
- 4.5 The current scheme contains anomalous wording which is ambiguous resulting in an employed claimant and self-employed claimant earning the same amount being awarded slightly different levels of Council Tax Support. It is not the scheme intention to contain ambiguous wording and a manual calculation takes place to ensure that all affected receive the correct amount of CTS. The change in wording to apply an earnings disregard for self-employed claimants who are not currently in receipt of maximum CTS affects an estimated 15 cases and estimated costs to the CTS scheme of £6k based on current Council Tax levels and caseload.
- 4.6 In considering the above the following proposals may be consulted upon in accordance with the scheme setting procedural requirements and subject to approval:
- **PROPOSAL A** - Award a 2 week run on for claimants moving from benefit into work
 - **PROPOSAL B** - Apply an earnings disregard to self-employed claimants
- 4.7 There are a number of caveats to be considered in consulting on both proposals above such as the cost of the scheme and those affected. Working age people only are affected by all of the above as pensioners are protected as detailed in the prescribed scheme set in law. The caseload changes daily as claimants move on and off benefit depending on their circumstances and changes in income.
- 4.8 The following table details proposals to be consulted upon, number of claimants affected as at June 2018 and current estimated costs to the scheme.

Table 3 Proposed consultation options

Proposed change to scheme	Scheme now	Rationale	Estimated costs	Impact	Numbers of claimants affected
<p>PROPOSAL A</p> <p>Award a 2 week run on for working age claimants moving from benefit into work</p>	<p>CTS is awarded using earnings from employment</p>	<p>Adheres to scheme guidance to reward claimants who start work and aligns to Universal Credit guidance. Affects claimants who move from passported benefits into work.</p>	<p>41.2k</p>	<p>Financially beneficial as all claimants affected would receive CTS for a further 2 weeks when starting work before salary or wage used to reassess entitlement.</p>	<p>25 per week maximum estimated</p>
<p>PROPOSAL B</p> <p>Apply an earnings disregard to self-employed working age claimants</p>	<p>Currently the earning disregard is applied to all workers of working age unless they are Self-Employed</p>	<p>Affects in work working age claimants equally whether self-employed or not</p>	<p>6k</p>	<p>Financially beneficial to self-employed working age claimants not currently in receipt of maximum CTS</p>	<p>15 cases</p>

5 METHOD OF CONSULTATION

- 5.1 The method of consultation will be via questions placed on the proposals, the draft questions as detailed in Appendix A on the Councils Big Conversation web-site. The consultation will be advertised in local press. Paper copies of the questionnaire will be available upon request. Stakeholders and local voluntary organisations will also be contacted to inform them of the consultation. Appendix B details target audiences and timescales.
- 5.2 Guidance on setting a local scheme and legislation make it clear that Councils must also consult with precepting bodies and the public on setting a new CTS scheme. Therefore the office of the Greater Manchester Mayor will be consulted by Financial Management outlining the implications of the three proposed proposals for the precepting bodies.
- 5.3 The timetable for consultation, analysis and setting the scheme is as detailed below in Table 4

Table 4 Consultation timetable and CTS scheme setting

Item	Timeframe	Deadline
Executive Board	5 September 2018	05 September 2018
Executive Cabinet	19 September 2018	19 September 2018
Consultation	20 September to 22 November 2018	22 November 2018
Publicity Campaign	20 September to 22 November 2018	22 November 2018
Analysis of Feedback	22 November 2018 to 29 November 2018	29 November 2018
Executive Board	05 December 2018	05 December 2018
Executive Cabinet	12 December 2018	12 December 2018
Full Council	26 February 2019	26 February 2019

6 OTHER FACTORS TO BE CONSIDERED

- 6.1 The Valuation Tribunal Service considers appeals by any resident with regard to Council Tax Support schemes. The Tribunal Service is independent of the Council. On occasion the Valuation Tribunal may advise a Local Authority to reconsider elements of the scheme which can be for a number of reasons and, bearing in mind that each Local Authority will set its own scheme, so any decision of the Tribunal can only be directed to the Local Authority scheme being considered at appeal. Tameside has not received any direction from the Valuation Tribunal Service in 2017/18.

6.2 The Department of Communities and Local Government (DCLG) have not issued any guidance on what Local Authorities should consider including in their local scheme for the forthcoming financial year. Should DCLG release guidance at a future date then this would be included in a revision to the scheme to be set in February 2019.

7.0 EQUALITIES REVIEW

7.1 The Equality Act 2010 makes certain types of discrimination unlawful on the grounds of:

Age	Gender	Race	Gender reassignment
Disability	Maternity	Sexual orientation	Religion or belief

7.2 Section 149 of the Equality Act 2010 places the Council and all public bodies under a duty to promote equality. All public bodies, are required to have regard to the need to

- Eliminate unlawful discrimination.
- Promote equal opportunities between members of different equality groups.
- Foster good relations between members of different equality groups including by tackling prejudice and promoting understanding.
- Eliminate harassment on the grounds of membership of an equality group.
- Remove or minimise disadvantages suffered by members of a particular equality group.
- Take steps to meet needs of people who are members of a particular equality group.
- Encourage people who are members of an equality group to participate in public life, or in any other area where participation is low.
- This specifically includes having regard to the need to take account of disabled people's disabilities.

7.3 The Act therefore imposes a duty on the Council which is separate from the general duty not to discriminate. When a local authority carries out any of its functions, including deciding what CTS scheme to adopt, the local authority must have due regard to the matters within the section of the Act outlined above. The Courts have made it clear that the local authority is expected to rigorously exercise that duty.

7.4 The final decision with regard to which proposal/s will become part of the CTS scheme will require a full equality impact assessment (EIA) referenced to the original EIA completed when the scheme was set in 2013. An early analysis has been undertaken to understand the potential impact of the three proposals and this will be expanded upon through the consultation period. The additional work and findings from the consultation will be included in the EIA which will be part of the Council decision to set the scheme for 2019/20.

7.5 A review of equalities information takes place every quarter to ensure that the CTS scheme is operating as expected and to ensure that no one equalities group is adversely affected. The equalities groups considered are by age, gender, disability and maternity. The categories of gender reassignment, sexual orientation and religion or belief are not considered as this information is not required to be held when processing Council Tax Support which is a means tested benefit.

- 7.6 The last quarterly review in March 2018 revealed that there continues to be no adverse impact on any specific equalities group. Detailed equalities analysis will be included in the annual CTS reporting document which is to be considered by the Executive Cabinet when setting the scheme.

8 RISKS

- 8.1 The decision as to whether to change the CTS scheme for the forthcoming year carries the risk of DCLG issuing guidance which Local Authorities must take into account in implementing any future scheme. DCLG are aware of the legislative timescale within which a local scheme must be set. Therefore should DCLG wish to issue guidance to be included in a future year's scheme then every Local Authority would be in the same position of a tight timescale within which to consult and redraft the scheme. The same applies with an outcome arising from a Tribunal decision however such matters cannot be foreseen.
- 8.2 In making a decision as to whether or not the scheme as set from April 2017 should continue in April 2019 is complying with the procedural matter as set in Paragraph 5(1) of Schedule 1A to the 1992 Local Government Finance Act.
- 8.3 There is a risk that any changes to the scheme will not be set in accordance with procedural requirements however consultation on the two proposals as detailed in Section 4 of this report addresses that risk.
- 8.4 An equality impact assessment on the proposals will take place prior to the scheme being set for 2019/20 to address the legislative requirement, and equality reviews on the scheme currently takes place every quarter.

9.0 CONCLUSIONS

- 9.1 Should both of the proposals be considered then a full consultation would take place on the scheme change with members of the public and precepting bodies in accordance with guidance issued from DCLG. The Councils Executive Cabinet would be requested to consider the findings prior to the scheme for 2019/20 being set in February 2019.
- 9.2 The Council continues to face significant financial challenges and a local Council Tax Support scheme must be set taking into account the finances that are available in the current and future years. Hardship relief and other support methods continue to be available to the public. The Valuation Tribunal has not recommended a revision to Tameside's CTS scheme.
- 9.3 DCLG have not issued further guidance to Local Authorities in respect of designing local Council Tax Support schemes, and, at the present time, further instructions on setting a local scheme are not expected.

10 RECOMMENDATIONS

- 10.1 As set out on the front of this report.

APPENDIX A

Big Conversation Web Page & Questions

The Welfare Reform Act 2012 abolished Council Tax Benefit from 31 March 2013 and all Local Authorities, including Tameside Council, were required to design and run their own scheme with less money available due to cuts by national government.

The Government stipulated however that certain claimants, such as those of pensionable age, must remain protected from any cuts. This means that the reductions cannot impact on pensioners so the full impact falls entirely upon claimants of working age.

Tameside's Council Tax Support Scheme was introduced from 1 April 2013. The scheme still provides financial assistance to some Council Tax Charge payers on a low income whether they rent or own their home, or live rent-free. The effect of receiving Council Tax Support is a reduction in the amount of Council Tax they have to pay.

The Council must consider the effects of welfare reforms on financially vulnerable residents within the Borough, in addition to cuts in funding from Government which have a significant impact on how much the Council has to spend on services as Government funding provides the greater proportion of the Council's finance. Any increase in costs of the Council Tax Support scheme is borne by Council Tax payers.

A range of proposals are currently being considered on whether the Council Tax Support Scheme should change for 2019 / 2020.

Tameside Council are considering the following proposed changes to the Council Tax Support Scheme;

- | | |
|-------------------|---|
| PROPOSAL A | Award a 2 week run on for claimants moving from benefit into work |
| PROPOSAL B | Apply an earnings disregard to self-employed claimants |

We are committed to ensuring all our residents have the opportunity to have their say on these changes to the scheme. Tameside Council have devised 2 proposals and we want your views on those proposals. Therefore, we will consult with you from 20th September 2018 to 22nd November 2018 to get your views on what the changed Council Tax Support Scheme may look like.

The documents below provide further information that you may find useful.

The Council Tax Support Scheme 2018 / 2019 (INSERT LINK)

The Executive Cabinet Decision to consult on the Council Tax Support Scheme for 2018 / 2019 (INSERT LINK)

Detailed below is a brief description of both proposals.

There will be no change in the amount of help pensioners currently receive in any of the proposals.

After the period of consultation, the Council will consider all the proposals and more than one of the proposals may be implemented.

To mitigate the impact on the most vulnerable, funding will be set aside to continue to support a local discretionary scheme. This money could be available to award discretionary payments to support people who are suffering severe financial hardship as a result of the changes to the Council Tax Support Scheme. The Tameside Resettlement Scheme is administered by Tameside Housing Advice, 119-125 Old Street, Ashton-under-Lyne, Tameside. OL6 7RL

People would be required to apply for additional support and each case would be considered by the Council on its own merits. The application is an online claim form and can be found at <http://www.tameside.gov.uk/support/independentliving>

Completing the Survey

We want to hear your views. Please help us by providing your personal details so that we can verify that the responses are valid and so that we can give the due weight and consideration to your views. This information will only be used as part of the public consultation and will not be used or processed for any other purpose

Thank you for joining in our Big Conversation.

Name
Address 1
Address 2
Town
Postcode
Email address

Proposal A – Award a 2 week run on for claimants moving from benefit into work

This proposal rewards claimants who start work after receiving a passported benefit (such as Job Seekers Allowance or Income Support) with an extra 2 weeks Council Tax Support paid at the rate when they did receive benefits. This proposal aligns to Universal Credit guidance and to national guidance on setting a Council Tax Support Scheme.

Who would be affected?

All working age claimants moving from a passported benefit into work would receive 2 weeks Council Tax Support paid at the rate they received when in receipt of benefit. Based on the current Council Tax Support caseload, the potential cost would be £41k.

Proposal B - Apply an earnings disregard to self-employed claimants

The current wording in the Council Tax Support scheme means that self-employed claimants and employed claimants are calculated differently. The wording in the scheme would make clear that self-employed claimants should be calculated in the same way as other working age claimants in employment.

Who would be affected?

Self-employed working age claimants which are estimated to be 15 cases. Based on the current Council Tax Support caseload, the potential cost would be £6k.

Please answer the following questions.

Please indicate how far you agree or disagree with the following principles set out in each proposal.

PLEASE TICK ONE BOX ON EACH ROW

		Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know
1	Proposal A Working age claimants moving from a passported benefit into work should receive an extra 2 weeks Council Tax Support before their pay from employment is taken into account	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6
2	Proposal B Assess self-employed working age claimants in the same way as working age claimants that are in work	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6

4. If you have any other comments about the proposals, please write them in the box below:

ABOUT YOU

Please tick the box that best describes your interest in this issue? (Please tick one box only)

- A member of the public
- A community or voluntary group (please specify below)
- A partner organisation (please specify below)
- A business /private organisation (please specify below)
- Other (please specify below)

Are you.....?

- Male
- Female

What is your Age? (Please state)

Which ethnic group do you consider yourself to belong to? (Please tick one box only)

- White - English / Welsh / Scottish / Northern Irish / British
- White - Irish
- White - Gypsy or Irish Traveler
- Other White background
(please specify in the box below)

- White & Black Caribbean
- White & Black African
- White & Asian
- Other Mixed background
(please specify in the box below)

- Black/Black British – African
- Black/Black British – Caribbean
- Other Black / African / Caribbean background
(please specify in the box below)

- Asian/Asian British - Indian
- Asian/Asian British - Pakistani
- Asian/Asian British - Bangladeshi
- Asian/Asian British - Chinese
- Other Asian background
(please specify in the box below)
- Arab
- Any other ethnic group
(please specify in the box below)

Are your day-to day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months? Include problems related to old age. (Please tick one box only)

- Yes, limited a lot
- Yes, limited a little
- No

Do you look after, or give any help or support to family members, friends, neighbours or others because of either: (Please tick one box only)

- Long term physical or mental ill-health / disability?
- Problems due to old age?
- No
- Yes, 1-19 hours a week
- Yes, 20-49 hours a week
- Yes, 50 or more a week

Thank you for completing this survey. Please submit by 22 November 2018.

Paper copies of this survey should be returned by 22 November 2018 to:

**Tameside Benefits Section
PO Box 304
Ashton-under-Lyne**

APPENDIX B

Consultation Periods

Consultation on proposed proposals will take place between 30 August 2018 to 22 November 2018 (12 weeks)

Item	Timeframe	Deadline
Executive Board	05 September 2018	05 September 2018
Executive Cabinet	19 September 2018	19 September 2018
Consultation	20 September to 22 November 2018	20 September 2018
Publicity Campaign	20 September to 22 November 2018	20 September 2018
Analysis of Feedback	22 November to 29 November 2018	29 November 2018
Executive Board	05 December 2018	05 December 2018
Executive Cabinet	12 December 2018	12 December 2018
Full Council	26 February 2019	26 February 2019

Timeline for Consultation & Target Audience

Target Audience	Method of Consultation	Start Date	End Date
Elected Members	Executive Cabinet Board	19 September 2018	20 September 2018
Precepting Body GM Mayor	Email	20 September 2018	20 September 2018
Working Age Claimants	On line Survey	20 September 2018	22 November 2018
Welfare Rights, Customer Services, Citizens Advice Bureau, Homeless Shelter, Housing Proposals, MINT, CVAT, Social Landlords	On line Survey	20 September 2018	22 November 2018