Appendix A

Watford BC Timetable for the implementation of localising support for council tax	Key w/c date for completion	Done (Y/N)	Jun				July					Aug				Sep				Oct					Nov				Dec					Jan				Feb				Mar				
			04/06/12	11/06/12	18/06/12	25/06/12	02/07/12	09/07/12	16/07/12	23/07/12	30/07/12	06/08/12	13/08/12	20/08/12	27/08/12	03/09/12	10/09/12	17/09/12	24/09/12	01/10/12	08/10/12	15/10/12	22/10/12	29/10/12	05/11/12	12/11/12	19/11/12	26/11/12	03/12/12	10/12/12	17/12/12	24/12/12	31/12/12	07/01/13	14/01/13	21/01/13	28/01/13	04/02/13	11/02/13	18/02/13	25/02/13	04/03/13	11/03/13	18/03/13	25/03/13	01/04/13
Council Actions:																																												
Analyse current caseload data		Y																																										
Acquire modelling tool		Y																																										
Model various scenarios using benefit parameters		Y																																										
Council Tax exemption options		Y																																										
Meet with County districts re Countywide scheme	30/07/12																																											
Work with Software Supplier on options																																												
Equalities impact assessment	22/11/12																																											
Design & develop local scheme																																												
Agree local scheme for consultation	30/07/12																																											
Consultation																																												
Brief Members on Govt proposals	12/06/12																																											
Seek politician views on reducing benefit	12/06/12																																											
Brief major preceptors on implications	27/07/12																																											
Present options to Members	12/06/12																																											
Preparation for public consultation																																												
Public consultation	05/10/12																																											
Finalise Scheme																																												
Respond to consultation & amend scheme	15/10/12																																											
Budget Panel to consider final recommended scheme	23/10/12																																											
FullCabinet/Council approval if appropriate	05/11/12																																											
Publish final scheme	30/11/12																																											
Redesign CTS application forms	14/01/13																																											
CLG Actions																																												
Data Sharing Policy Development	11/06/12																																											
Appeals Policy Development	30/04/12	Y																																										
Publish Design Tool	05/03/12	Y																																										
Technical Guidance Development	17/09/12																																											
Guidance on Vulnerable People & Work Incentives	07/05/12	TBC																																										
Draft Regs issued for Consultation:																																												
- Pensioners	07/05/12																																											
- Default Scheme	07/05/12																																											
- Procedural	07/05/12																																											
- Transitional	07/05/12																																											
- Funds	07/05/12																																											
- Taxbase	07/05/12																																											
Regulations brought into force	23/07/12																																											
Consultation on Grant Distribution	25/06/12																																											
Indicative Level of Grant	07/05/12	TBC																																										
Final Grant Allocation	03/12/12																																											
Royal Assent	16/07/12																																											
Draft Funds Direction	08/10/12																																											
Tax Setting																																												
CTB1 for Formula Grant Purposes	15/10/12																																												
Taxbase calculated for tax setting	24/12/12																																												
Collection Fund deficit/surplus for 12/13 calc	24/12/12																																											
Provisional LG settlement announced	03/12/12																																											
Bill templates finalised	14/01/13																																											
Cabinet to agree budget proposals for Council	03/12/12																																											
Levying authorities set levies		TBC																																										
Council sets budget & council tax	30/01/13																																											
Major preceptors set budget & council tax		TBC																																										
Govt publish principles for referendum	25/02/13																																											
Full Council sets composite council tax rate		TBC																																										
Annual billing	11/03/13																																											