

Knowsley Consultation Plan

Authority approval 6th May 2014

Working Group - C Schofield, D Appleton, W Kenyon, P Rushton, J Sutton, G Oakford, V Campbell, S Nash

Events in bold to be facilitated by ORS

	Preparation & Marketing	Consultation	Communication				Consultation													
Type	Produce documentation for publication. Agree and organise media coverage/advertising.	Present to Council & other politicians	Marketing of consultation events	Staff communication Station 1	Staff communication Station 2	Staff communication - other stations in the council areas	Online surveys staff	Online surveys Public	Rep body consultation	Station users consultation	Public Focus Group NEW Station Area - PRESCOT	Public Focus Group Station Area 2	Public Focus Group Station Area 1	Public Meeting NEW Station Area - PRESCOT	Public Meeting Station Area 2	Public Meeting Station Area 1	Joint Stakeholder Business Breakfast	Joint Forum (using members of the existing IRMP forums) - BELLE VALE	Staff meeting - Station 1 and Station 2	Staff Meeting - other station in the council area
Plan Date	4 weeks prior to start of consultation	Wk 1	Weeks 1-5	Week 1	Week 1	Week 2-4	Week 1 - 12	Week 1 - 12	Week 1 - 12	Week 1-12	Week 5	Week 5	Week 5	Week 6	Week 6	Week 6	Week 7	Week 7	Week 8	week 9-11
Actual Date	w/c 7th April	6-9th May	6th May - 10th June	6-9th May	6-9th May	12 - 30th May	6th May - 29th July	6th May - 29th July	6th May - 29th July	6th May - 29th July	w/c 2nd June	w/c 2nd June	w/c 2nd June	w/c 9th June	w/c 9th June	w/c 16th June	w/c 16th June	w/c 16th June	w/c 23rd June	30th June - 28th July
Officer responsible or representing MFRS	CC, S&P	Principal Officer	CC, S&P	District Manager	District Manager	District Manager	CC, S&P	CC, S&P	CS	District Manager	Principal Officer	Principal Officer	Principal Officer	Principal Officer	Principal Officer	Principal Officer	Principal Officer	Principal Officer	District Manager	District Manager
External Facilitator (where applicable)										TBC	Yes	Yes	Yes	No	No	No	TBC	Yes		
Provisional Venues											Prescot Town Council - Council Chambers or Conference Rooms	Whiston Town Hall - Council Chamber	Christ the King - Page Moss Lord Derby Academy - Huyton Village	Prescot Town Council	Christ the King - Page Moss Lord Derby Academy - Huyton Village	St Edmunds Arrowsmith	Belle Vale Community Fire Station	Huyton Civic Suite Octogan Room		
Provisonal Date											03.06.14	04.06.14	05.06.14	10.06.14	12.06.14	17.06.14	18.06.14	16.06.14 or 20.06.14		

- PR - Peter Rushton
- DA - Deb Appleton
- SW - Sandra Wainwright
- GO - Gary Oakford
- WK - Wendy Kenyon
- JS - Jackie Sutton
- VC - Vicky Campbell
- SN - Sue Nash
- CS - Colin Schofield
- CC - Corporate Comms
- S&P - Strategy and Performance
- ORS - Opinion Research Services