

## Consultation Plan (Appendix 2)

<b>Name of consultation</b>	Haringey's Homelessness Strategy 2011-2014
<b>Project Manager</b>	Rosie Green, Principal Policy Officer
<b>Consultation Period</b>	3 months 1 <sup>st</sup> August – 31 <sup>st</sup> October 2011
<b>Business Unit</b>	Policy, Intelligence and Performance
<b>What has triggered this consultation?</b>	<p>It is a statutory requirement for local authorities to have a Homelessness Strategy. The current one ends in 2011 so we are now developing one to replace this.</p> <p>Homelessness is a big issue in the Borough and the Council has as one of its priorities to reduce the level of homelessness</p> <p>The decision to consult has been made by the Deputy Director for Housing Services and the draft strategy for consultation has been agreed by the Integrated Housing Board, a theme board of Haringey's Strategic Partnership</p>
<b>Project Description</b>	<p>This consultation aims to provide wide and varied opportunities for people and organisations who want to be involved in tackling homelessness in Haringey</p> <p>The consultation will help us to agree priorities and identify the key actions to achieve these.</p>
<b>Business Case</b>	<p>The strategy is identified within Community Housing Services Business Plan 2011/2012 as a key area of work.</p> <p>The strategy is required so that we understand the current issues that impact on the levels of homelessness and then plan through a multi-partnership approach how we will manage this.</p> <p>The resultant work will be a key driver in how Community Housing Services and its partners deliver services and work together over the next 3 years. The strategy recognises that the Council alone cannot solve all the issues and that our proven approach delivers the outcomes required.</p>

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<b>Objectives/ Purpose</b>	<p>The objectives and purpose of the consultation is to ensure that:</p> <ul style="list-style-type: none"><li>• The needs analysis data is accurate</li><li>• The draft strategy addresses all the relevant issues nationally, regionally and locally</li><li>• The resultant actions will address deliver the agreed aims</li><li>• That all stakeholders, Elected Members, service users and residents of the Borough have the opportunity to contribute to the strategy</li></ul>
<b>Outcomes</b>	<p>We expect the following outcomes</p> <ul style="list-style-type: none"><li>• An agreed approach with partners on how to tackle homelessness</li><li>• A clear delivery plan that has measurable outcomes</li><li>• An agreed way to monitor, review, evaluate and report on the delivery plan and whether it has been successful</li></ul> <p>We will incorporate feedback received through the consultation process into the final strategy and action plan.</p> <p>A consultation report will be written and circulated as well as being posted on the web.</p>



	<p>Agree approach with corporate Communications for advertising etc by <b>31.7.11</b></p> <p>Put on web <b>1.8.11</b></p> <p>Map out which meetings/group etc to attend to discuss strategy by <b>8.8.11</b></p> <p>Agree date for ½ day event in Oct by <b>15.8.11</b></p> <p>Attend meetings as planned</p> <p>Plan for ½ day event</p> <p>When consultation finished complete consultation report and publish <b>by Jan 2012</b></p> <p>Incorporate findings from consultation into strategy <b>by end Oct</b></p>
<b>Budget</b>	The consultation will be delivered within existing resources
<b>Control</b>	A Principal Policy Officer will control the consultation process and this will be monitored by the Integrated Housing Board and the Homelessness Strategy Development Group



**Table A: Who to consult**

<b>Who?</b>	<b>About What?</b>	<b>How?</b>	<b>Comments/issues/risks</b>
<p>Stakeholders, partners, service users and residents</p> <p>(Homes for Haringey, Registered Providers, advice organisations, Adults and Children’s services, Elected Members, Community Housing Services, tenants and resident groups)</p>	<ol style="list-style-type: none"> <li>1. Content</li> <li>2. Priorities – are they right?</li> <li>3. What are the key actions to achieve priorities?</li> <li>4. What are the timescales, who is responsible?</li> </ol>	<ol style="list-style-type: none"> <li>1. Publish on web</li> <li>2. Advertise in Haringey People and local press</li> <li>3. Meetings, Discussion groups etc</li> <li>4. ½ day event</li> </ol>	<p>Risks – with limited resources we need to ensure that we are able to reach and include all relevant groups</p>

**Table B: Planning the Feedback and Publication**

<p><b>Opportunities</b></p>	
<p>We will collate all the responses at the end of the consultation and use to complete the strategy and develop the delivery plan.</p> <p>However we will use the feedback received prior to the ½ day consultation event in October when planning the programme as we want to test the responses received to date.</p> <p>We will publish the overall consultation feedback in Jan 2012 on the Council's web pages. We will circulate a summary of the ½ consultation event to all attendees</p>	

**Table C: Risks**

<b>Risk/Issue Identified</b>	<b>Controls</b>	<b>Actions Required</b>	<b>Manager/officer</b>
The project manager leaves/is taken ill	Wider team involved in undertaking consultation can cover	All team involved and have relevant skills and knowledge not just of the strategy but how to undertake consultation	Rosie Green
Low response to the consultation	Good planning to ensure the consultation is wide ranging and inclusive	Planning of meetings etc to discuss and get feedback is robust. Also involve our partners in this	Rosie Green
Consultation responses indicate additional resources are required to	Be clear at outset that resources are limited	If this does emerge then report to SMT for discussion and	Rosie Green

<b>Risk/Issue Identified</b>	<b>Controls</b>	<b>Actions Required</b>	<b>Manager/officer</b>
deliver priorities		consideration	