

NRW B B 42.15 Annex 1

2016-17 Charging Scheme Review Timetable

Comms and Stakeholder engagement.
Finance led work
KSP led work

Date	Action
End of May 2015	Agree timetable
20 th May-mid June 2015	Consult internally on changes needed. Consider: - EA changes made last year. - EA proposals for 2016. - Other technical changes. - New Charges
June 2015	Begin activity analysis.
w/c 1 st June 2015	Liaise with Comms to produce Comms Plan
9 th June 2015	Present details of Board presentation to Executive Team
w/c 22 nd June 2015	Email to Charge Payers Consultative Group (CPCG) to inform them of start of review and open consultation on changes.**Consider long term review in this too. - Set date for August meeting.
9 th July 2015	Presentation to Board to agree one year schemes, share timetable and share high level details of changes for 2016-18.
9 th July 2015	Present timetable and approach to RBB
July 2015	Financial modelling.
Mid July 2015	Draft proposals finalised for inclusion within the Consultation Document.
Mid July 2015	Email correspondence with CPCG to provide headline details of proposals and approach.
End July 2015	Draft Consultation Document Complete
End July 2015	Comms meeting
Wed 5 th August 2015	Present draft proposals to CPCG - need to be chaired by Kevin Ingram with support from Andy Gibbs.
Thurs 6 th August 2015	Present draft Consultation Document to RBB (Briefing)
Fri 7 th Aug 2015	Present draft Consultation Document to Board Sub-Group
Tues 11 th Aug 2015	Present draft Consultation Document to Executive Team Sub-group
13 th Aug 2015	WG Liaison – 2 wk period (To be flagged with Carys Clarke)
27 th Aug 2015	WG Comments back
1 st Sept 2015	Final Draft Consultation Complete (ET notified by correspondence)

1 st Sept 2015	Consultation Document to translation
2 nd September 2015	Consultation Doc to Comms for press and upload to website.
3 rd September 2015	Consultation begins – 12 Week Period (investigate possibility of a 10 week consultation)
3 rd September 2015	Email Stakeholders and CPCG to inform them that the Consultation period has commenced.
End September	Charging Scheme Document review
October 2015	Start producing the Consultation Response Document
Wed 7 th October 2015	Charge Payers Consultative Group
26 th Nov 2015	Consultation ends (If 12 weeks, 12 th Nov if 10 weeks)
26 th Nov 2015	Work with Digital Comms to update the website.
w/c 30 th Nov 2015	RBB to discuss and update proposals for inclusion with the Consultation Document following the consultation period. Produce -Final scheme -consultation Response Document -draft Ministerial Submission including the agreed proposals.
8 th Dec 2015	Present final scheme and draft Ministerial Submission to ET/ET Sub-Group.
10 th Dec 2015	Final sign-off from Board Sub-group Update draft Ministerial Submission including the agreed proposals and draft Board paper for discussion with Board Sub-Group.
Thursday 17 th Dec 2015	Final proposals presented to WG in Ministerial Submission for sign-off
Prior to Christmas	Announce scheme
February and March 2016	Charging Scheme Documents updated and finalised
Mid March 2016	Charging Scheme Documents and amendments to Digital Comms for upload to the website for the 1 st of April.