



Chapter 8

Next steps – our commitment to listen

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8.1 We want to make sure that we get views from as broad a range of people as possible about our proposals. As well as written responses to the questions asked in this document and any other points you would like to make in writing, we will set up a number of other ways for people to tell us what they think. Details of the consultation events we have planned and copies of the consultation documents will be posted in the welfare reform section of our website.³⁵ Also on our website you will find a Consultation Toolkit to help you in organising consultation events and encouraging views on this Green Paper.

8.2 This paper can be downloaded at www.dwp.gov.uk/noonewrittenoff and is also available in a range of formats, including easy read, Braille and audio, either from our website or on request from:

Name: Welfare Reform Green Paper Consultation Team

Address: Department for Work and Pensions
Room 249
The Adelphi
1–11 John Adam Street
London WC2N 6HT
Phone: 020 7712 2316
Textphone: 020 7928 8380

Email: welfare.reform@dwp.gsi.gov.uk

8.3 An Impact Assessment for the proposals in this document is available from the welfare reform section of our website. The consultation period begins on 21 July 2008 and runs until 22 October 2008. Please ensure your response reaches us by that date. Please send your consultation responses to the address above or by email to welfare.reform@dwp.gsi.gov.uk. When responding, please state whether you are doing so as an individual or representing the views of an organisation.

8.4 If you are responding on behalf of a larger organisation, please make it clear who the organisation represents and, where applicable, how the views of members were assembled. We will acknowledge your response. We have sent this consultation document to a large number of people and organisations who have already been involved in this work or who have expressed an interest. Please do share this document with, or tell us about, anyone you think will want to be involved in this consultation.

³⁵ www.dwp.gov.uk/welfarereform

- 8.5 The information you send us may need to be passed to colleagues within the Department for Work and Pensions and published in a summary of responses received. It may also be referred to in the published consultation report. All information contained in your response, including personal information, may be subject to publication or disclosure if requested under the Freedom of Information Act 2000.
- 8.6 By providing personal information for the purpose of the public consultation exercise, it is understood that you consent to its disclosure and publication. If this is not the case, you should limit any personal information that is provided or remove it completely. If you want the information in your response to the consultation to be kept confidential, you should explain why as part of your response, although we cannot guarantee to do this.
- 8.7 We cannot guarantee confidentiality of electronic responses even if your IT system claims it automatically. If you want to find out more about the general principles of Freedom of Information and how it is applied within the Department for Work and Pensions, please contact:

Name: Charles Cushing

Address: Department for Work and Pensions
Adjudication and Constitutional Issues
Information Policy Division
Freedom of Information Unit
The Adelphi
1-11 John Adam Street
London WC2N 6HT
Phone: 0207 962 8581

Email: charles.cushing@dwp.gsi.gov.uk or carol.smith14@dwp.gsi.gov.uk

The consultation criteria

- 8.8 The consultation is being conducted in line with the Code of Practice on Consultation, which can be accessed at the Cabinet Office website. The consultation criteria are listed below:
- consult widely throughout the process, allowing a minimum of 12 weeks for written consultation at least once during the development of the policy;
 - be clear about who may be affected, what questions are being asked and the timescale for responses;
 - ensure that your consultation is clear, concise and widely accessible;

- give feedback regarding the responses received and how the consultation process influenced the policy;
- monitor your department's effectiveness at consultation, including through the use of a designated consultation Coordinator; and
- ensure your consultation follows better regulation best practice, including carrying out an Impact Assessment if appropriate.

8.9 We value your feedback on how well we consult. If you have any comments on the process of this consultation (as opposed to the issues raised), please contact our consultation coordinator:

Name: Roger Pugh
Address: Department for Work and Pensions
Consultation Coordinator
Room 2A, Britannia House
2 Ferensway
Hull HU2 8NF
Phone: 01482 609571
Email: roger.pugh@dwp.gsi.gov.uk

8.10 In particular, please tell us if you feel that the consultation does not satisfy these criteria. Please also make any suggestions as to how the process of consultation could be improved further. If you have any requirements that we need to meet to enable you to comment, please let us know.