

Appendix 4 - Proposed PEP 2021-26, consultation engagement plan

Details of the forthcoming borough-wide consultation.

July 2021

Key dates

Consultation launch date -16/08/21

Emails/ letters sent to all permit holders -16/08/21

Duration - 13 weeks

Consultation end date - 15/11/21

Sessions - 14 total (during the consultation period)

Show and tell

Session type	Target group	Date	Methods of advertisement
Show and tell	Estates	01/09/21	<ul style="list-style-type: none">• Emails to resident representation groups• Newsletters
Show and tell	Staff	19/08/21	<ul style="list-style-type: none">• Staff newsletter/email
Show and tell	Disability groups	27/08/21	<ul style="list-style-type: none">• Email invites to disability groups
Show and tell	Health and Social care organisations	12/10/21	<ul style="list-style-type: none">• Email invites to health and social care organisations

Online engagement session (not drop in)

Online engagement session	Councillor and residents	14/09/21	<ul style="list-style-type: none"> Email invitation
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Drop in sessions (online)

Session type	Target group	Date	Method of advertisement
Online drop in 1	All	07/09/21	<ul style="list-style-type: none"> Social media Newspapers (generic ad) Citizen space Staff headlines JC Decaux
Online drop in 2	All	30/09/21	<ul style="list-style-type: none"> Social media Newspapers (generic ad) Citizen space Staff headlines JC Decaux
Online drop in 3	All	18/10/21	<ul style="list-style-type: none"> Social media Newspapers (generic ad) Citizen space Staff headlines JC Decaux
Online drop in 4	Estates	04/11/21	<ul style="list-style-type: none"> Estate electronic notice boards Posters Newsletters

Call in sessions

Session type	Target group	Date	Methods of advertisement
Call in session 1	All	24/08/21	<ul style="list-style-type: none"> ● Social media ● Newspapers (generic ad) ● Citizen space ● Staff headlines ● JC Decaux
Call in session 2	All	20/09/21	<ul style="list-style-type: none"> ● Social media ● Newspapers (generic ad) ● Citizen space ● Staff headlines ● JC Decaux
Call in session 3	All	08/10/21	<ul style="list-style-type: none"> ● Social media ● Newspapers (generic ad) ● Citizen space ● Staff headlines ● JC Decaux

Q & A sessions (pre-recorded)

Session type	Target group	Date	Methods of advertisement
Pre-recorded questions and answers (Q&A)	All	16/09/21	<ul style="list-style-type: none"> ● Social media ● Newspapers (generic ad) ● Citizen space ● Staff headlines ● JC Decaux
Pre-recorded Q&A	Estates	29/10/21	<ul style="list-style-type: none"> ● Estate electronic notice boards

			<ul style="list-style-type: none"> • Posters • Newsletters
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Focus groups

Stakeholder	Frequency	Date	Methods of advertisement
All	3	Monday 6 December - TBC Wednesday 8 December - TBC Friday 10 December - TBC	<ul style="list-style-type: none"> • Hackney matters panel • Requested from questionnaire • Email

Frequently asked questions

- One document covering all stakeholder groups
- Posted onto the Hackney website/citizen space when the consultation launches

Engagement session timeline

August 2021

Monday	Tuesday	Wednesday	Thursday	Friday
16	17	18	19	20
Consultation start date			Show and tell - Staff	
23	24	25	26	27

	Call in session 1			Show and tell - Disability groups
30 - Bank holiday	31	1 September	2	3
		Show and tell - Estates		

September 2021

Monday	Tuesday	Wednesday	Thursday	Friday
6	7	8	9	10
	Drop in session 1 - All			
13	14	15	16	17
	Online engagement session - Councillor and residents		Pre-recorded Q&A - All	
20	21	22	23	24
Call in session 2				
27	28	29	30	01
			Drop in session 2 - All	

October 2021

Monday	Tuesday	Wednesday	Thursday	Friday
4	5	6	7	8

				Call in session 3
11	12	13	14	15
	Show and tell - Health and Social care organisations			
18	19	20	21	22
Drop in session 3 - All				
25	26	27	28	29
				Pre-recorded Q&A - Estates

November 2021

Monday	Tuesday	Wednesday	Thursday	Friday
1	2	3	4	5
			Drop in session 4 - Estates	
8	9	10	11	12
15				
Consultation end date				