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FROM THE PRIVATE SECRETARY  
TO THE SECRETARY OF STATE  
FOR WALES

*16* March 1989

*Dear Paul,*

**THE COMMUNITY CHARGE: PROGRAMME OF PUBLIC INFORMATION**

Roger Bright wrote *at flap* to you recently about the proposed publicity arrangements for the community charge in England.

Arrangements in Wales will be similar to those proposed for England. We too are planning an information campaign for May, when it is intended to distribute our information booklet entitled "Your Guide to the Community Charge", containing general information on most aspects of the charge that will affect individuals, to all households in Wales. The booklet, which will be bilingual, will be distributed by the Post Office in Wales at the same time as in England.

To coincide with the information campaign there will be notices in the local press and on local radio. Their main purpose would be to inform people that they would soon be receiving a canvass form from their local council and to tell them what to do when they get it; the notices would also advertise the information booklet and publicise the availability of community charge benefit. As well as these notices, we also intend to produce a simple poster for displaying in local authority offices, benefit offices, libraries, Citizen Advice Bureaux and the like.

We do not propose to use television advertising in Wales. But Ministers might undertake interviews in May to increase public awareness of the community charge's introduction.

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Paul Gray Esq  
Private Secretary of the Prime Minister  
10 Downing Street  
LONDON SW1A 2AA

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The second stage of the information programme in Wales would take place towards the end of this year, when local authorities are sending out for checking copies of individuals' entries on the community charge register. It is proposed that this stage would concentrate both on informing people about the register and, again, about community charge benefit and how to apply for it. The local press and radio will be the main media employed.

I am copying this letter to Roger Bright (Department of the Environment), David Crawley (Scottish Office), Carys Evans (Chief Secretary's Office) and to Trevor Woolley (Cabinet Office).

*You sincerely,  
Stephen.*

S R WILLIAMS

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