

## Local Government Checklist

1. Do we know when our area goes digital?
2. Has our housing service considered all the implications for council-retained housing stock, tenants and leaseholders, and communal TV aerial systems?
3. Is our trading standards/public protection service set up to deal with issues such as rogue trading and misselling?
4. Do those working in social care and children's services know about the Digital Switchover Help Scheme for people over 75 and on certain disability benefits, the implications for our own residential homes and schools, and the importance of working with the local voluntary sector to support clients during switchover?
5. Do our environment and planning services understand the implications for energy efficiency, waste disposal and planning issues in our area?
6. Have we met Digital UK's manager for our area or contacted someone from Digital UK's national office?
7. Have we appointed a switchover co-ordinator as a single point of contact to liaise with Digital UK, the Help Scheme and others?
8. How are we going to relate to other councils and the voluntary sector to deal with switchover? Should we be part of a regional steering group?
9. Are our members briefed on the implications for the council and for their constituents?
10. Are we providing access to information for residents using our council publications, A-Z of services, website, customer access points and other communications?
11. Have we considered this issue at Cabinet/Senior Management level?

To help your authority answer these questions and many more, visit Digital UK's guide for councils at [www.digitaluk.co.uk/localgov](http://www.digitaluk.co.uk/localgov) or contact [localgov@digitaluk.co.uk](mailto:localgov@digitaluk.co.uk)

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