



Department
for Environment
Food & Rural Affairs

T:
helpline@defra.gsi.gov.uk
www.gov.uk/defra

Your ref:
Our ref: HGTAC
Date: 14 April

Dear Consultee,

Consultation on abolition of the Home Grown Timber Advisory Committee (HGTAC)

1. I am writing to invite views on your comments on Government proposals for the abolition of the HGTAC. Further detail on the consultation questions and background on HGTAC is at the end of this document.

2. The following documents may be found on Defra's website:

www.gov.uk/defra

3. We welcome your views and comments on the proposals. If you wish to obtain a copy of this consultation. Please contact Colin Whelan:

colin.whelan@defra.gsi.gov.uk; 020 7238 4704

Responses

4. To submit your consultation response please complete the consultation questionnaire provided through Citizen Space (Citizen Space is an on-line consultation tool).

5. Responses should be received by 30 May 2014.

Consultation Criteria

6. This consultation is in line with the Consultations Principles. This can be found at:



<http://www.cabinetoffice.gov.uk/resource-library/consultation-principles-guidance>

7. When this consultation ends, we will hold copies of responses here in Defra and will be made available on request. Members of the public may ask for a copy of responses under freedom of information legislation.
8. If you do not want your response - including your name, contact details and any other personal information – to be publicly available, please say so clearly in writing when you send your response to the consultation. Please note, if your computer automatically includes a confidentiality disclaimer, that won't count as a confidentiality request.
9. Please explain why you need to keep details confidential. We will take your reasons into account if someone asks for this information under freedom of information legislation. But, because of the law, we cannot promise that we will always be able to keep those details confidential (But we will call you when necessary, to ask if there are any further redactions you need to justifiably make).
10. We will summarise all responses and place this summary on our website at www.gov.uk/defra. This summary will include a list of names of organisations that responded but not people's personal names, addresses or other contact details.
11. If you do not want your response - including your name, contact details and any other personal information – to be publicly available, please say so clearly in writing when you send your response to the consultation. Please note, if your computer automatically includes a confidentiality disclaimer, that won't count as a confidentiality request.
12. Please explain why you need to keep details confidential. We will take your reasons into account if someone asks for this information under freedom of information legislation. But, because of the law, we cannot promise that we will always be able to keep those details confidential.
13. We will summarise all responses and place this summary on our website at www.gov.uk/defra. This summary will include a list of names of organisations that responded but not people's personal names, addresses or other contact details.

To see consultation responses and summaries, please contact:

consultation.coordinator@defra.gsi.gov.uk

14. If you have any comments or complaints about the consultation process, please address them to:

Defra Consultation Co-ordinator,
Room 629
9 Millbank
17 Smith Square
London SW1P 3JR

or email consultation.coordinator@defra.gsi.gov.uk.

16. Thank you for your help in this matter. If you have any queries please contact us as above.

Yours Faithfully

Colin Whelan
Department for Environment, Food and Rural Affairs