## SCHEDULE

**Council Tax Reduction Schemes (Default Scheme) (Wales)** 

### SCHEDULE 1

### **Procedural matters**

## PART 2

# Procedure for making an appeal

## Procedure by which a person may make an appeal against certain decisions of the authority

- **9.** The authority must—
  - (a) consider the matter to which the notice relates;
  - (b) notify the aggrieved person in writing—
    - (i) that the ground is not well founded, giving reasons for that belief; or
    - (ii) that steps have been taken to deal with the grievance, stating the steps taken.