

Updated Terms of Reference and Briefing Schedule for Cost of Living Working Group.

After a review in July 2023, the Cost of Living Working Group agreed to update their Terms of Reference, including membership and briefing schedule.

It was agreed that the Working Group will:

- Monitor the finances on Cost of Living related grants including.
 - Household Support Fund and future funds specific to this motion
 - Councils' allocation of grant for COL
 - Citizen's advice (value for money)
- Prepare content for council briefing papers to report the latest development in relation to this subject.
- Receive officer and partner updates from.
 - Rent Arrears
 - Homelessness, Housing and Home seekers
 - Council tax
 - Community Hubs
 - Food Bank & Citizens Advice
 - Connected communities.
 - Customer Contact Centre
- Take a strategic approach to the proposal of projects relating to this issue keeping in line with the councils forward plan.

Membership

The Working Group membership has been updated to include key Elected Members and Officers who will attend every meeting. In addition, a number of relevant Officers or partners will attend when discussing specific topics.

Regular Attendance:

- Cllr Becky Aldam – Chair of CS&L Committee
- Cllr Natalie Bennett – Deputy Leader
- Cllr Mattie Ross – Chair Of Housing Committee
- Cllr Lucas Schoemaker- Vice Chair of Housing Committee
- Cllr Trevor Hall – Vice Chair of CS&L Committee
- Emma Keating Clark (Community Health and Wellbeing Manager)
- Angela Gillingham (Head of Community Services)
- Andy Kefford (Strategic Head of Housing and representing Income Management)

Emma Keating Clark, Community Health & Wellbeing Manager
Email: emma.keatingclark@stroud.gov.uk

Attendance when required:

- Simon Killen (Revenue and Benefits Manager)
- Representative from Homelessness/housing advice
- Representative from Comms
- Representative from Customer Contact

Briefing Schedule

In response to feedback from Members and Officers, the Cost of Living Briefings will now focus on one topic at a time, in order to allow for a fuller analysis and discussion. Below is the schedule of briefing topics and dates they will be presented to Alliance Leadership Team, Groups Leaders and Housing and CS&L Committees.

Cost of Living Briefing Topic	ALT Meeting EKC	GL Meeting KG	Housing Committee	CS&L Committee
Overview of new ToR and reporting	06-Sep		19-Sep	21-Sep
Citizens Advice	04-Oct	20-Sep		
Council Tax, Discretionary Housing Payment, Income Management, Homeseekers, Private Rental Data	01-Nov	15-Nov	05-Dec	30-Nov
Community Hubs	06-Dec	20-Dec		
Food Banks	03-Jan	17-Jan	06-Feb	18-Jan
Citizens Advice	07-Feb	21-Feb		
Council Tax, Discretionary Housing Payment, Income Management, Homeseekers, Private Rental Data	06-Mar	20-Mar	19-Mar	14-Mar
Community Hubs	03-Apr	17-Apr		

Emma Keating Clark, Community Health & Wellbeing Manager
Email: emma.keatingclark@stroud.gov.uk