



TODMORDEN TOWN COUNCIL

DISCUSSION DOCUMENT: TODMORDEN COST OF LIVING CRISIS NETWORK EVENT

1. BACKGROUND

In the midst of soaring energy prices and dramatic rises in the cost of daily living, several voluntary, community and faith organisations are working hard to support residents of Todmorden. It is important that the work of these organisations is supported and amplified so that nobody in our community misses out on the help that is available during this challenging time.

Todmorden Town Council has resolved to run an event in support of these organisations the objectives of which are:

Objective 1: to thank these organisations for their work

Objective 2: to encourage and facilitate closer collaborative working between these organisations at the local level

Objective 3: to identify ways that the Town Council can support and amplify the work of these organisations

2. NAME OF EVENT

A name for the event needs to be decided, 'Todmorden Cost of Living Crisis Network Event' is a suggestion for discussion.

3. DATE OF EVENT

The proposed date of the event is Tuesday 18th October 2022.

It is proposed that this will be a half day event that will take place in the Ballroom at Todmorden Town Hall. As a measure of thanks for their work in the community and participation in the event, it is proposed to provide lunch for delegates at the end of the session.

The Mayor, Cllr Liz Thorpe, has kindly given over one of her free Ballroom bookings for this event.

4. EVENT TIMETABLE

Below is a proposed timetable for the event, for discussion.

08.00	Catering Set Up
09.30	Coffee/Registration
10.00	Welcome and Thanks
10.05	Intro to Brainstorm sessions
10.10-10.55	Brainstorm Session 1 (Generating Ideas/Outcomes around Objective 2)

10.55-10.15	Feedback
10.15-12.00	Brainstorm Session 2 (Generating Ideas/Outcomes around Objective 3)
12.00-12.20	Feedback
12.20	Closing Words and Thanks
12.30	Lunch/Networking
13.00	End

On registration, delegates will be issued with:

- a name badge
- a timetable for the day
- the number of the brainstorm group they will join when instructed
- a list of delegates/organisations

It is proposed that two 45-minute brainstorming sessions will take place during the event and that these sessions will be built around the following event objective 1 (ways to encourage closer working between organisations) and event objective 2 (identify ways that the Town Council can support their work). Delegates will be split into groups on arrival and within their groups they will participate in the two brainstorming sessions.

If this approach is approved, then questions designed to tease out ideas within the brainstorming sessions can be developed to generate discussion and written outcomes.

Larger format paper and marker pens will be given to each group, they will be asked to pick a person to scribe the ideas and provide a verbal report back to the wider group at the end of each session.

The ideas generated in the brainstorm sessions will be typed up by the Town Council and shared with delegates after the event. The information coming out of this event can be used by the Town Council and the organisations participating to identify areas for immediate collaboration and areas for further action in the short, medium and long term.

5. EVENT TEAM/ROLES/STAFFING

Below are the suggested roles and staffing numbers for the event. Three Council Officers will be on hand, but more hands will be needed. Assistance from Councillors and/or volunteers will be sought and welcomed.

TASK	ACTIONED BY
Catering Setup Up (Layout of coffee/tea station Turning on urns, filling flasks, set up of buffet table (plates, cutlery, napkins etc)	Officers
Registration	2 persons to register delegates
Coffee Service (serving, replenishing flasks and tea pots)	3 persons to run tea/coffee station
Welcome & Thanks	Mayor, Cllr L Thorpe
Brainstorm Session Facilitation (Intro, timekeeping, prompting for feedback)	Mayor/Councillor
Lunch Collection and Lay Up	Officers

Clear Ball Room/Wash Up	Officers and anyone available to help
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6. DELEGATES

It is proposed that each of the organisations listed at Item 8 will be invited to send one delegate to the event. The list consists of organisations that are based, or active, in Todmorden to the best of our knowledge. Councillors and other stakeholders will be asked for further suggestions.

7. NEXT STEPS/DEADLINES

11 August	Calderdale Anti-Poverty Strategy Group Meeting. Cllr Turner to run the outline event plan by the group for their review, comment and suggestions. Delegate list review particularly welcome.
19 August	Deadline for confirming event name, delegate list and event timetable
02 September	Deadline for invitation issue to delegate organisations
07 October	Deadline for RSVPs

8. DELEGATE ORGANISATIONS LIST

Organisation list for discussion.

1	Basement Recovery Project	Addiction/Recovery
2	Calderdale Branching Out	Addiction/Recovery
3	Calderdale Citizen's Advice	Advice
4	Calderdale Credit Union	Budget/Debt Advice
5	Noah's Ark	Budget/Debt Advice
6	Calderdale DART	Disability
7	Disability Support Calderdale	Disability
8	The Place to Meet	Disability
9	Calderdale Staying Safe support	Domestic Abuse
10	Andy's Man Club	Emotional/Mental Health
11	Bereavement and Loss Support Group(Tod College)	Emotional/Mental Health
12	Calderdale Open Minds (CAMHS)	Emotional/Mental Health
13	Healthy Minds	Emotional/Mental Health
14	Invictus	Emotional/Mental Health
15	Staying Well	Emotional/Mental Health
16	Unmasked Mental Health	Emotional/Mental Health
17	VitaMinds	Emotional/Mental Health
18	Women's Centre Calderdale	Emotional/Mental Health
19	Halifax Opportunities Trust Employment Support	Employment
20	The Employment & Skills People Calderdale, New Ground	Employment
21	Calderdale Community Cares	Families
22	Calderdale Lighthouse	Families
23	Children's Centre	Families
24	Home Start	Families
25	Mothershare Calderdale	Families
26	SENDIAS	Families
27	Young Carers	Families
28	Calderdale Community Cares	Food
29	Cornholme Food bank & Café	Food
30	Kindness Hub	Food
31	Todmorden Food Drop-In	Food
32	Calderdale Housing Needs/ Housing Options	Housing
33	Horton Street Reach Outreach Service	Housing
34	New Start Horton Housing	Housing
35	Smart Move	Housing
36	YPAS (Young Persons' Prevention and Support Service)	Housing
37	Age Concern Todmorden	Older People
38	Cloughfoot School Trust	Charitable Trusts
39	Heptonstall Exhibition & Richard Naylor Charities	Charitable Trusts
40	Todmorden Emergency Support Trust	Charitable Trusts
41	Integrate	Community Support
42	Central Methodist Church	Faith
43	Muslim Society/Hamza Masjid	Faith
44	Roomfield Baptist Church	Faith
45	St Joseph's RC Church	Faith
46	St Mary's Church	Faith

47	Todmorden Interfaith Chaplains	Faith
48	Vale Baptist Church	Faith