

Cost Management & Contributions Sub-Committee

Item 6 - Cost control communications

Attached are a number of draft papers for the sub-committee's consideration in communicating the specifics of the cost control process to various parties:

- Briefing note for administering authorities - concentrating on the specific role that the administering authority has in the process
- Briefing note for members and employers - providing a broad overview of the process
- Extended briefing note for members and employers - provided a more detailed overview of the process
- Timetable for the cost control process - To demonstrate how the two mechanisms will interact with each other and the timescales that will be required.
- Process map - To demonstrate the roles of the differing parties in the cost control process.