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Dear Councillor

The next meeting of the PARISH COUNCILS LIAISON Committee will be held at 6.30 pm on THURSDAY, 14 SEPTEMBER 2023 in the Council Chamber.

I do hope you can be there.

Yours sincerely

M. H. Scott

CHIEF EXECUTIVE

AGENDA

- 1. APOLOGIES FOR ABSENCE
- 2. TO APPROVE THE MINUTES OF THE PREVIOUS (Pages 3 8) MEETING
- 3. DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

Members are reminded of their responsibility to declare any disclosable pecuniary, other registrable or non-registrable interest in respect of matters contained in the agenda.

4. LANCASHIRE PLACE INITIATIVE

Presentation by Jackie Moran

5. **NEW POLICING MODEL**

Presentation on the new Policing Model that came into force in June 2023

6. **ELECTION ACT UPDATE**

(Pages 9 - 14)

Report of the Chief Executive enclosed

7. REFERENCES FROM COMMITTEES

i) Health & Housing - Grants Administered by the Housing (Pages 15 - 18) Section

Report of the Director of Economic Development and Planning enclosed

- 8. MATTERS BROUGHT FORWARD BY PARISH COUNCILS
- 9. **DATE AND TIME OF NEXT MEETING**

Electronic agendas sent to members of Parish Councils Liaison – Councillor David Birtwhistle, Councillor Kevin Horkin MBE, Councillor Simon O'Rourke, Councillor Gary Scott (Vice-Chair), Councillor Robin Walsh, Councillor Karl Barnsley, Councillor Derek Brocklehurst, Councillor Sophie Cowman, Councillor Gaynor Hibbert, Councillor Charles McFall, Councillor Malcolm Peplow, Councillor Mary Robinson and Councillor Nicholas Stubbs.

Contact: Democratic Services on 01200 414408 or committee.services@ribblevalley.gov.uk

Agenda Item 2

Minutes of Parish Councils Liaison

Meeting Date: Thursday, 22 June 2023, starting at 6.30 pm

Present: Councillor M Highton (Chair)

Councillors:

D Birtwhistle S Cowman K Horkin G Hibbert C McFall R Walsh M Peplow K Barnsley M Robinson D Brocklehurst N Stubbs

Parish Representatives:

M Hill Barrow and Wiswell

A Yates Bolton by Bowland, Gisburn Forest and Sawley R Veitch Bolton by Bowland, Gisburn Forest and Sawley

R Porter Chatburn
A Upton Hothersall
M Gee Hothersall
L Halley Grindleton

S Rosthorn Newsholme and Paythorne

S Greenhough Read
C Pollard Read
G Mason Ribchester

D Briscoe Rimington and Middop

C Eaves Sabden S Clarke Sabden T Westwell Salesbury D Peat Simonstone Simonstone J Hampson S Bolton Waddington L Cox Waddington A Scholfield Wiswell S Houghton Wiswell O M Wrightson Wiswell S Clemson Wiswell J Threlfall Whalley

In attendance: Chief Executive and Head of Strategic Planning and Housing

Also in attendance: Councillors K Spencer, S Farmer and L Jameson

119 APPOINTMENT OF CHAIR FOR 2023/24

RESOLVED THAT COMMITTEE:

That Parish Councillor Martin Highton be appointed as Chairman for this Committee for 2023/2024.

120 APPOINTMENT OF VICE CHAIR FOR 2023/24

RESOLVED THAT COMMITTEE:

That Councillor Gary Scott be appointed as Vice Chairman for this Committee for 2023/2024.

121 APOLOGIES FOR ABSENCE

Apologies for absence were received from Borough Councillor S O'Rourke.

Apologies were also received from the following Parish Councils:

Aighton, Bailey & Chaigley

R Whitaker Newton in Bowland R Chew West Bradford

122 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 6 April 2023 were approved as a correct record and signed by the Chairman.

DECLARATIONS OF DISCLOSABLE PECUNIARY, OTHER REGISTRABLE AND NON REGISTRABLE INTERESTS

There were no declarations of disclosable pecuniary, other registrable or non-registrable interests.

124 PUBLIC PARTICIPATION

There was no public participation.

125 BRIEFING ON THE WORK OF THE PARISH COUNCIL LIAISON MEETING

The Head of Strategic Planning and Housing confirmed that this is not a decision-making Committee. The Borough council will bring items to this Committee that are of interest to many of the Parish Councils and to raise awareness on issues concerning the Ribble Valley.

With regards to the Committee agenda, Parish Councils can suggest items to be added, which should be items of broad interest to Parish Councils generally.

It was confirmed that public speakers can be invited to talk on particular topics of interest.

126 NEW POLICING MODEL

This Item was deferred. The Police Officer who was due to give a presentation on the new Policing Model did not attend. The Item will be put on a future agenda.

The Chief Executive confirmed that a briefing on the Target Operating Model for the Ribble Valley would be circulated to Parish Councils.

127 REPORTS FROM OTHER COMMITTEES

(i) Ribble Valley Economic Plan 2023-26

The Director of Economic Development and Planning had submitted a report to the Economic Development Committee outlining the draft Economic Plan 2023-2026.

The plan follows a similar format to the existing Economic Plan and is split into five priority areas:

- 1. People Focuses on those actions that will support skills development.
- 2. Place Focuses on those actions that recognise and respect the value and character of the Ribble Valley.
- 3. Business Support Focuses on those actions that sustain competitiveness and strengthens business networks.
- 4. Connectivity Focuses on those actions that will act as the catalyst for better digital and public transport connectivity.
- 5. Tourism Focuses on those actions that will promote the development of accommodation, improve hospitality and support events building on the attraction of the local area.

It was resolved at the Economic Development Committee on 15 June 2023 to authorise the Director of Economic Development and Planning to carry out a public consultation for a period of six weeks on the draft Economic Plan.

The Head of Strategic Planning and Housing confirmed that the consultation has not yet started but she urged Parish Councils to engage with the process and send comments to Ribble Valley Borough Council.

There was discussion as to bringing a report to this Committee annually to assess how strategic plans such as the Economic Plan is progressing. The Head of Strategic Planning and Housing has agreed to bring a report to PCL on the delivery of the current Economic Plan.

Parish Council representatives also sought an update on the Local Plan. The Committee were advised that there have been some delays with the Local Plan, partly due to staffing issues within the Council. However, there is a considerable amount of work being carried out, on what is a very complex programme. The Head of Strategic Planning and Housing will continue to engage with Parish Councils on the Local Plan at appropriate times.

It was confirmed that the Local Plan is a separate process to that of the Economic Plan and consultation on them will take place separately. To consider them together would only serve to delay the Economic Plan and could create confusion.

(ii) Home Upgrade Grant (Phase 2) Scheme (HUG2)

The Director of Economic Development and Planning had submitted a report to raise awareness of the availability of the Home Upgrade Grant (HUG) and to encourage uptake across the Borough. The scheme applies to off mains gas properties.

It was noted that the Borough has a high percentage of off mains gas properties

and therefore it is important that residents are aware of the availability of the scheme as often rural properties are not eligible for grant schemes. The availability of the scheme will be promoted through the Council's website, press releases. The Head of Strategic Planning and Housing asked Parish Councils to assist in promoting the scheme to their residents. Leaflets were prepared for Parish Councils to take away.

128 MATTERS BROUGHT FORWARD BY PARISH COUNCILS

REQUEST FOR A PRESENTATION ON HEALTH AND WELLBEING IN THE CONTEXT OF THE EAST LANCASHIRE PLACE INITIATIVE

This was a request made by Simonstone Parish Council.

Parish Councillor, David Peat spoke on the Patient-led Assessments of the Care Environment (PLACE) Initiative and the importance of engaging communities with this. The emphasis should be on the Ribble Valley working together uniformly on this initiative.

It was agreed that Ribble Valley Borough Council would invite Jackie Moran, who is the Director of East Lancashire Place and is on Lancashire and South Cumbria Integrated Care Board to attend the next meeting to give a presentation on the initiative.

LEVELLING UP IN RURAL AREAS

This issue was raised by Simonstone Parish Council.

The Chief Executive confirmed that a report on the Rural England Prosperity Fund (REPF) had been submitted to the Policy and Finance Committee on 20 June 2023. It was felt that the current scheme is too complicated and needs to be simplified. This scheme will cover all areas of the Ribble Valley, with the exception of Clitheroe, Longridge and Whalley and there is a pot of approximately £400,000.

There was discussion as to rural villages that are cut off from the larger urban areas potentially having put the levelling up money into transportation and whether there were alternative funds available for this purpose. The Chief Executive spoke about the Little Green Bus Charity which provides transport to people who can't use regular public transport. It was agreed that the Little Green Bus Charity would be invited to attend a future meeting to discuss the support and services they offer. The Chief Executive also suggested that the Parish Councils could look at joining together to purchase a bus and to recruit volunteer drivers.

ROAD SAFETY WORKING GROUP UPDATE

Mr Andrew Yates of Bolton by Bowland, Gisburn Forest and Sawley Parish Council provided Committee with an update. In particular, the current focus of the working group has been on considering 20mph speed limits in village areas. The objectives are, amongst others:

- To improve the quality of life within rural communities, where pedestrian and cyclist's movements are high.
- To slow the traffic down going through village streets.

Mr Yates advised that a list had been put together of ways to implement 20mph speed limits e.g. having buffer zones and appropriate signage. Reference was made to initiatives in the UK, such as in the Scottish Borders, where 20mph speed limits have been imposed and the positive impact this has had.

Committee was provided with a brief overview of the approximate cost of implementation. An estimated budget for a 20mph limit (per single road) with buffer would be £3/5,000. However, for an accurate budget, a scoping exercise a scoping exercise would need to be undertaken by an LCC authorised contractor.

Committee were informed that ten Parish Councils are now signed up to the working group. Mr Yates wanted to canvass if any other Parish Councils wished to become involved going forward to assist with the consultation process. The information will then be presented to County Councillor, Rupert Swarbrick.

HARP

This issue was raised at the meeting by Waddington Parish Council in the context of road safety and by Simonstone Parish Council who sought an update.

The Chief Executive advised that the Council has granted planning permission and there will be a dedicated highway officer who will liaise with United Utilities if any problems arise.

It was confirmed that there has been no further information as to whether the Secretary of State will call HARP in. If a decision is made to call it in, then it is likely that there will be a Public Enquiry and the Council will make appropriate representations.

CITIZEN'S SUMMIT FOR CLIMATE AND NATURE

Hothersall Parish Council advised that there will be a Citizen's Summit for Climate and Nature on 1 July 2023. The aim is to bring people together from across the Ribble Valley to generate creative local responses to the global climate. It's a free event and will be a visionary day, imaging what the Ribble Valley will look like in 2030.

PARISH COUNCIL FUNDING

This issue was raised at the meeting by Waddington Parish Council.

Sarah Bolton advised of the difficulties Waddington Parish Council had in obtaining funding. Questions were asked as to whether there could be a shared fund or more information about grants/funding that is available.

The Chief Executive advised that the Council does have a grant scheme and outlined other available schemes, e.g. the Rural Fund. He suggested that Council officers could attend a future meeting to provide the Committee with further information on this issue. A suggestion was also made for a handbook to be produced outlining the range of grants available.

129 DATE AND TIME OF NEXT MEETING

The Chairman informed the Committee that the next meeting would be on 14 September 2023 at 6.30pm.

The meeting closed at 7.49 pm

If you have any queries on these minutes please contact the committee clerk, Jenny Martin jenny.martin@ribblevalley.gov.uk.

Agenda Item 6

INFORMATION

RIBBLE VALLEY BOROUGH COUNCIL REPORT TO PARISH COUNCIL LIAISON

meeting date: THURSDAY, 14 SEPTEMBER 2023

title: ELECTIONS ACT 2022

submitted by: MARSHAL SCOTT - CHIEF EXECUTIVE

principal author: MAIR HILL- HEAD OF LEGAL AND DEMOCRATIC SERVICES

1 PURPOSE

- 1.1 To inform Committee about the provisions of the Elections Act 2022 due to come into force.
- 1.2 Relevance to the Council's ambitions and priorities:
 - Community Objectives }
 Corporate Priorities }
 The Council aims to be a well-managed Council. An early understanding of the changes to the electoral process will assist in this.
 - Other Considerations }

2 BACKGROUND

- 2.1 The Elections Act 2022 ("Act"), makes a range of changes to electoral law and processes. Committee will recall that the first tranche of those changes which included the introduction of Voter ID and new accessibility requirements were implemented for the elections in May 2023.
- 2.2 The second tranche of changes come into force in advance of the May 2024 polls. Statutory Instruments have been laid before parliament setting out the relevant provisions and the dates on which they come into force. These provisions relate to:
 - Absent Voting.
 - Overseas elections.
 - EU citizens' voting and candidacy rights.
 - Postal vote handling and secrecy and commonly used names.

They will apply at the following types of elections:

- UK Parliamentary elections in Great Britain.
- Local Elections in England including mayoral elections.
- Police and Crime Commissioner elections in England and Wales.

3 ISSUES

Absent Voting

3.1 A number of provisions will come into force on 31 October 2023, which make extensive changes to the way in which both postal and proxy voting will be administered.

- 3.2 Electors will have the option to apply for a postal vote and some types of proxy vote using a new online portal. This application will be made via the same portal as is used for applying for a voter ID certificate.
- 3.3 At the same time identity verification requirements will be introduced for all absent vote applications, whether they are made online or by the paper route, except for emergency proxies. All applications will be subject to a DWP check, similar to, the process for applications to register to vote. For applicants whose identity cannot be verified by the DWP check, there will be a need to follow an exceptions process and, failing that, an attestation process.

Elections Officers will require training, on the new systems, how to apply the exceptions procedure and what is required for a valid attestation. The additional checks required may increase the work involved in processing applications, although it is not known at this stage how many applications will not be verified by DWP.

- 3.4 Postal vote arrangements will also be limited to a maximum of three years, at which point the elector will need to make a new application. This will replace the current requirement to submit a fresh signature every five years. Again, it is likely that this will increase the volume of work required by Elections officers in order to process applications.
- 3.5 The total number of electors for whom a person may act as a proxy will be limited to four, of which no more than two can be domestic electors (i.e. an elector that is neither an overseas elector nor a service voter). In addition, all electors who have a permanent proxy vote will be required to reapply for their proxy vote before 31 January 2024.
- 3.6 The Council will seek to ensure that the above changes are communicated prior to their implementation to ensure that the electorate are informed and able to take the appropriate steps to ensure that their absent voting arrangements are maintained should they wish to do so.

Overseas electors

- 3.7 The Act and regulations will remove the 15-year limit on expatriates' right to vote in UK Parliamentary elections. All British citizens overseas who were previously registered or resident in the UK will be enfranchised.
- 3.8 The registration period will be extended to a maximum of three years and renewals will be set to a fixed point of 1 November, in line with the updated absent voting provisions for overseas electors.
- 3.9 Overseas electors will have the option to re-apply for a postal or refresh their proxy vote, which will then be 'tied' to the new three-year period of registration (unless a shorter period for the absent vote is specified by the elector and it therefore expires before)

Postal vote handling and secrecy

- 3.10 From May 2024, there will also be changes to the handling of postal votes and secrecy arrangements relating to them. The restrictions on the handling of postal votes, will include:
 - Prohibition of political campaigners handling postal votes, except where the postal vote is their own, that of a close family member or someone that they provide regular care for.
 - limits on the number of postal votes that a person can hand in at polling stations and council offices.
 - any person who hands in postal votes at polling stations or council offices will be required to complete a form.
 - Secrecy requirements will be extended to postal and proxy vote.

EU citizens' voting and candidacy rights (EUVCR)

Changes to voting rights

- 3.11 New provisions relating to EUVCR will come into force in November 2023 but will only take effect after the scheduled elections in May 2024. Those changes will mean that in England the general right of European Union citizens to register, vote, and stand in UK elections which use the local election franchise will be removed. Two groups of EU citizens will however retain their voting and candidacy rights:
 - 'Qualifying EU citizens' i.e. citizens of EU countries which have a reciprocal agreement with the UK Government, currently Luxembourg, Poland, Portugal and Spain these countries are sometimes referred to as the EU4.
 - 'EU citizens with retained rights' i.e. EU citizens from any other EU country who were already legally resident in the UK before 31 December 2020 these countries are sometimes referred to as the EU20. This change will not affect the rights of citizens from Ireland, Malta or Cyprus.
- 3.12 Elections Officers will therefore need to:
 - identify EU citizens who should have their eligibility reviewed as part of an Eligibility Confirmation and Review (ECR) process 14;
 - write to electors that they identify as being 'Qualifying EU citizens' and 'EU citizens with retained rights', to inform them that they are eligible to remain registered and that they do not need to take any action; and
 - make changes to the application process in order to determine applications under the new eligibility criteria.

Changes to candidacy rights

3.13 The changes to candidacy rights for EU citizens are due to come into force from 7 May 2024. Transitional arrangements will enable EU citizens elected to office before this date to remain in office for their full term. After this date EU citizens standing as candidates will need to have been legally resident in the UK prior to 31 December 2020 (i.e., have

leave to enter or remain in the UK, or do not require such leave) or be a citizen from an EU4 country (Luxembourg, Poland, Portugal and Spain) in order to be eligible to stand as a candidate.

Undue influence and intimidation

- 3.14 These provisions are due to come into force in November 2023 and will apply to elections taking place from May 2024. The measures apply to all election types in England.
- 3.15 The offence of undue influence will be simplified, and the types of illegal behaviour used to unfairly influence someone's vote will be defined.
- 3.16 A new disqualification order will be introduced, providing that anyone who has been convicted of an existing criminal offence of an intimidatory nature will be disqualified from standing for election, being elected to, or holding a relevant elected office for a period of five years.

Commonly used names

3.17 This provision will apply to all election types in England, from May 2024. This will provide greater flexibility in the names a candidate can put on their nomination paper. This will allow, for example, someone who is commonly known by their middle name, to use only this name on their nominations paper rather than having to use both their first name and middle name as is currently the case.

Candidate addresses

3.18 This provision will apply for UK Parliamentary elections from May 2024. This measure will allow candidates for UK Parliamentary elections who wish to withhold their home address from the ballot paper to use their local authority area as their address as an additional alternative to the constituency area.

Digital imprints

- 3.19 Campaigners will be required to include imprints on their digital political campaign material.
- 3.20 With respect to all of the upcoming changes to electoral processes, the Council will ensure that a communications plan is in place, so that the electorate and prospective candidates are aware of the changes, what action they need to take, the dates by which they must take it and the support which is available from the Council.
- 4 RISK ASSESSMENT
- 4.1 The approval of this report may have the following implications:

- Resources Significant additional resources will be required in order to implement the provisions of the Act. The Government has confirmed that New Burdens funding is to be made available to implement such changes.
- Technical, Environmental and Legal Legal Services comments are incorporated into the body of the report.
- Political No implications identified.
- Reputation Proper implementation of the provisions will enhance the Council's reputation.
- Equality & Diversity The Government has completed an Equality Impact Assessment for the implications of the proposed amendments to the voting process.
 The provisions on accessibility are intended to enhance disabled voters experiences and to ensure that they are not disadvantaged.

5 **CONCLUSION**

5.1 Committee is asked to note the content of this report.

MAIR HILL HEAD OF LEGAL & DEMOCRATIC SERVICES MARSHAL SCOTT CHIEF EXECUTIVE

For further information please ask for Mair Hill, extension 4418.



RIBBLE VALLEY BOROUGH COUNCIL REPORT TO HEALTH & HOUSING COMMITTEE

meeting date: THURSDAY, 31 AUGUST 2023

title: GRANTS ADMINISTERED BY THE HOUSING SECTION

submitted by: NICOLA HOPKINS - DIRECTOR OF ECONOMIC DEVELOPMENT & PLANNING

principal author: RACHAEL STOTT - HOUSING STRATEGY OFFICER

1 PURPOSE

- 1.1 To provide Committee with a summary of all the different grant types that are administered by the Housing Service.
- 1.2 Relevance to the Council's ambitions and priorities:
 - Community Objectives To address the housing needs of the borough.
 - Corporate Priorities To match the supply of homes in our area with the identified housing needs.
 - Other Considerations none

2 AVAILABLE GRANTS

2.1 Details of the grants delivered by Housing Section at RVBC including eligibility and values are attached at Appendix 1.

4 RECOMMENDED THAT COMMITTEE

4.1 Note the contents of Appendix 1.

RACHAEL STOTT HOUSING STRATEGY OFFICER NICOLA HOPKINS
DIRECTOR OF ECONOMIC
DEVELOPMENT AND PLANNING

BACKGROUND PAPERS

None.

For further information please ask for Rachael Stott, extension 3235.

REF: RS/H&H/31 August 2023

RVBC Grant Offer	Mandatory or Discretionary	Max Value	Eligibility Criteria	Grant Conditions	Strategic aim
Disabled Facilities Grant (DFG)	Mandatory	£30,000	Occupational Therapist (OT) recommendation only	 Main residence Must remain main residence for 5 years. Means tested (no means test for paediatric recommendations) Grants over £10k is registered as a land charge. 	To enable vulnerable households to remain at home and live independently.
Top up disabled facilities grant	Discretionary	£25,000	OT recommendation only. Where mandatory DFG awarded, and costs exceed mandatory grant.	 Main residence No means test as means tested for DFG. OT recommended works exceed DFG mandatory grant. Registered as land charge. 	To enable vulnerable households to remain at home and live independently.
Ribble Valley Adaptation Grant	Discretionary	£10,000	OT recommendation	Main residenceMust remain so for 5 years.No means test.	To enable vulnerable households to remain at home and live independently.
First Time Buyers Grant	Discretionary	£15,000 50% contribution of costs	 First time buyer Renovation works that improve the energy efficiency of the dwelling. Property A-D Council Tax banding 	 Registered as a land charge. Grant monies match funded with investment from owner; Works include improvement in energy efficient 	To improve energy efficiency of housing stock To assist first time buyer access home ownership
Dementia grant	Discretionary	£2000	Neurological diagnosis	Dementia assessment to identify any required IT or support equipment	To enable vulnerable households to remain at home
Landlord Tenant Grant	Discretionary	£20,000	Private landlord	 5 yr condition period. Accept nominations from RVBC Rent restricted to LHA affordable rent 	To increase the supply of good quality

RVBC Grant Offer	Mandatory or Discretionary	Max Value	Eligibility Criteria	Grant Conditions	Strategic aim
		50% contribution of costs	Property requires improvement	 Apply Tenancy Protection scheme. Eligible works agreed at point of grant approval . 	affordable rented property
Affordable Warmth	Discretionary	£4000	Boiler not working	Main residenceMeans tested benefit.Vulnerable household	To improve energy efficiency of property
Home Safety Grant	Discretionary	£4000	 Assistance to ensure the property is free from risks or hazards energy efficiency measures or hard to heat properties are improved. Aids available. Boiler servicing Boiler replacement Insulation 	All households where adaptations are recommended by OT	To ensure the property is free from hazards To enable vulnerable households to remain in their own property and live independently.

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