#### October 2021

# **KALC NEWS**

#### Kent Association of Local Councils

Community Councils ... Applications Open

The Contain Outbreak Management Fund for Parish, Town and



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Kent County Council has received emergency grant funding from central government under the Contain Outbreak Management Fund (COMF), to be used to support efforts towards preventing or containing the spread of COVID-19 and/or helping those that have been disproportionately affected by the pandemic.

KALC has been liaising with KCC on the COMF as Parish, Town and Community Councils have played a vital role in contributing towards COMF objectives. As such, funding has been allocated per Parish, Town and Community council in recognition of the additional costs they may have incurred between 1st November 2020 and 31st March 2022. Costs are exclusive of VAT unless the VAT is irrecoverable.

Any activity funded by this programme must be conducted within the Kent County Council boundary. KALC is contacting member councils in Medway on their costs to support making a similar approach to Medway Council. You can find out more about the funding on our next page, including how to apply and the funding criteria

#### KALC Annual General Meeting 2021: Saturday 13 November

All member councils have been sent the formal Notice, Agenda and supporting papers. Our guest speaker will be Rachel Coxcoon, Director of Climate Guide, following 16 years at the Centre for Sustainable Energy where she led their local government, planning and community energy work. **The deadline for registering for the Annual General Meeting is Friday 5 November 2021**.

#### APPLICATIONS OPEN...

THE CONTAIN OUTBREAK MANAGEMENT FUND FOR PARISH, TOWN AND COMMUNITY COUNCILS





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Any activity funded by this programme must be conducted within the Kent County Council boundary. KALC is contacting member councils in Medway on their costs to support making a similar approach to Medway Council.

For more details on the funding criteria for Parish, Town and Community Councils please click

COMF for parish, town, and community council funding criteria (PDF, 186KB)

Apply for Contain Outbreak Management Eligibility (COMF) for parish, town and community councils -Return to Kent.gov.uk (achieveservice.com)

#### Applications can be submitted anytime between 1st November 2021 and 31st January 2022 but Councils are encouraged to submit their applications as soon as possible. Only one application is permissible per Council and the application must be approved at a Council Meeting before being submitted. Councils are permitted to apply for projected costs up until 31st March 2022. The funding has been allocated as follows:

- Parish/Town/Community electorate figure is 500 or greater: Funding amount based on electorate data at £1 per electorate
- Parish/Town Council electorate figure is less than 500: Funding amount will be £500 per Parish per Parish/Town Council

#### Further Details...

#### **Please visit**

Apply for Contain Outbreak Management Eligibility (COMF) for parish, town and community councils - Return to Kent.gov.uk (achieveservice.com) by 31 January 2022 at the very latest and make your online application.

 Applications must be submitted online via however if you require a hard copy of the application form to assist with preparing your application, please visit the Latest News section of the KALC website here:

#### Home - KALC (kentalc.gov.uk)

 If you are unable to access the website or have any questions, please contact: chief.executive@kentalc.gov.uk or call 01304 820173 and press 1. Please remember that the application form must be submitted online



#### KALC LEARNING AND DEVELOPMENT



We are now in our Autumn programme of Learning and Development. Our courses are still exclusively online until further notice but we do hope to recommence venue based events in the New Year.

Our November events are shown on our next page, and all are bookable by going to our dedicated webpage here: <u>Training & Events - KALC</u> (kentalc.gov.uk)



#### **NEW SUBJECTS FOR YOU TO EXPLORE... Coming Soon!**

We are pleased to announce some new events for our membership. KALC is always looking for new learning opportunities that will enhance our members knowledge and skills in local council scenarios.

Here is what will be available in Winter 2021

- Dealing with a Crisis: Planning ahead and managing crisis communications effectively. 18 November at 6pm
- Emotional Resilience Skills for Council Officers. 25th November at 10am
- Embracing Equality, Diversity and Inclusion in your Council. 2nd December at 10am
- Managing People and Teams Effectively. 9th December at 6pm

These events are run virtually on the Zoom Videoconferencing platform in association with Breakthrough Communications and will shortly be available for booking via our webpages in the normal way.

#### PARISH ONLINE WORKSHOPS

Parish Online are running two FREE workshops for KALC on Wednesday 10 November. The morning session is dedicated to beginners who are new to the programme and the afternoon session is for those already familiar with it. These will be available for booking by 10 October 2021 via our webpage here: <u>Training & Events - KALC (kentalc.gov.uk)</u>

#### KENT ASSOCIATION OF LOCAL COUNCILS

#### OUR UPCOMING EVENTS AUTUMN 2021

- Wednesday 10 November: Introduction to Planning for Local Councils
- Thursday 11 November: The Dynamic Councillor
- Thursday 18 November: Dealing with a Crisis: Planning ahead and managing crisis communications effectively
- Tuesday 23 November: Health and Wellbeing Conference
- Thursday 25 November: Emotional Resilience Skills for Council Officers.
- Wednesday 1 December: Bid Writing
   For Local Councils
- Thursday 2 December: Embracing Equality, Diversity and Inclusion in your Council.
- Thursday 9 December: Managing People and Teams Effectively.
- Wednesday 15 December: Climate Change Conference



#### Booking at our website here:

Training & Events - KALC (kentalc.gov.uk)

Bitesize Courses Bitesize Training - KALC (kentalc.gov.uk)

Don't forget our Bitesize Courses! Online pre-recorded workshops that last around an hour and give you just enough learning to get to grips with basic subject knowledge. Produced in conjunction with NALC and Nimble Elearning, these are priced at a very reasonable £14 plus VAT.

KENT ASSOCIATION OF LOCAL COUNCILS	
KALC	
HEALTH	
AND	
WELLBEING	
CONFERENCE	
Our Theme:	
Mental Health	Together:
THEODAY	We Achieve
TUESDAY 23 NOVEMBER 2021	Healthier Stronger
ONLINE	LivesJoin Us!
VIA THE ZOOM	
VIDEOCONFERENCE	
PLATFORM	
Pricing:	Booking via our
Member Councils £50 plus VAT Non Member Councils £100 plus VAT	website here Training & Events -
	KALC (kentalc.gov.uk
Kent Association of Local Councils Dover District Council Offices	, and the second second
White Cliffs Business Park	KALC
Whitfield, Dover	Serving Parish & Thean
CT16 3P1	Councils in Rent

As you already know, KALC has been collecting case studies for the Health and Wellbeing Conference this month and the Climate Change Conference in December. The aim of the project is to share good ideas between Kent's Town and Parish Councils. Many thanks to those who have already sent in what their Council is doing in these areas. For the councils that are yet to apply, we would love to hear from you, no matter how small the project. We are asking for the health and wellbeing case studies no later than 16<sup>th</sup> November and the climate change case studies no later than 1<sup>st</sup> December. Email Charmaine on <u>support@kentalc.gov.uk</u> to find out more and to send in your case studies.

# Call for papers

# Helping local councils face their future with confidence.

Gallagher offers specialist insurance solutions for

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- · Community buildings and village halls

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#### Would you like to talk?

T: 0800 0622 030 E: uk.community@ajg.com ajg.com/uk

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### www.redlynchleisure.co.uk

Redlynch Leisure are one of the country's leading installers of playground safety surfaces & play equipment
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 We work extensively with Town and Parish Councils
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#### NEWS FROM OUR NATIONAL ASSOCIATION

## nalc

#### NALC LAUNCHES NEW PUBLICATION ON WEB ACCESSIBILITY

The National Association of Local Councils (NALC) has published a new guide on website accessibility and publishing guidelines.

The guide aims to help local (parish and town) councils ensure their websites meet the needs of all users — especially those with disabilities or impairments that use assistive technology.

The guide explains what website accessibility is, how it affects local councils, the requirements, and compliance. It details what a council must publish under the Transparency Code 2015, the costs of running a website, where to get help, what ongoing checks are needed, and discusses the future of website accessibility. The guide also contains a step-by-step guide and a range of resources.

The guide can also aid those who write and create content for websites and use it as guidance to give to their website designers who may not be aware that local government websites need to comply with the Transparency Code.

Cllr Sue Baxter, NALC chair, said: "One in five people in the UK has a form of long-term illness, impairment or disability. It is critical, NALC continue to produce resources that help England's 10,000 local councils ensure their websites are accessible to everyone in the communities they serve".

The guide was co-written by <u>Aubergine</u>, an award-winning website and design agency and web accessibility experts.

Read the website accessibility and publishing guidelines guide

#### NEW PUBLICATION FROM NALC ON CLIMATE CHANGE

NALC has published its new report on what can local councils do on climate change.

The report aimed to paint an accurate picture of how climate change is being tackled by local (parish and town) councils and identify the challenges they face. In doing so, NALC can better understand how to support local councils in creating more sustainable communities.

The research found that 38% of participating councils had already declared a climate emergency and a further 8% were pending declaration. An identifiable trend of the report found that councils who had made such declarations were more likely to take positive action on climate change.

However, local councils overwhelming challenge is that they feel too small to affect change due to a lack of expertise, finance, and power to act. 69% of councils needed guidance to apply for grants and subsidies, and a further 58% reported a need for improved skills and training.

NALC is committed to guiding and supporting local councils in accessing funding, expertise and power to influence to tackle climate change within their communities.

NALC collected data from local councils across England over four months through an online survey of 211 respondents. <u>Read the Report here</u>

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#### NEWS FROM OUR NATIONAL ASSOCIATION

### nalc

#### ONLINE EVENTS FROM NALC...

Making rural housing more affordable

Affordable rural housing is becoming even harder to obtain for residents in rural parished areas. As land on which to build such housing becomes scarcer and the planning system goes through yet another major overhaul - the net effect seems to be even more socially isolated younger and other people priced out of homeownership in their own areas. At this event hear from sector experts about the difference local (parish and town) councils can make to influence local initiatives to make

housing cheaper and affordable in rural areas – against the odds.

Speakers: Lord Best, chair of the Affordable Housing Commission, Martin Collett, chief executive at English Rural and Richard Quallington, executive director at Action for Communities in Rural England. Booking via NALC's Eventbrite webpage here:

MAKING RURAL HOUSING MORE AFFORDABLE Tickets, Wed 17 Nov 2021 at 12:00 | Eventbrite

Future Communities 2021

The National Association of Local Councils (NALC) has launched its first-ever one-day online conference, Future Communities 2021, taking place on 2 December 2021.

The online conference will focus on why local (parish and town) councils are pivotal to building back stronger and better and shaping thriving, resilient future communities.

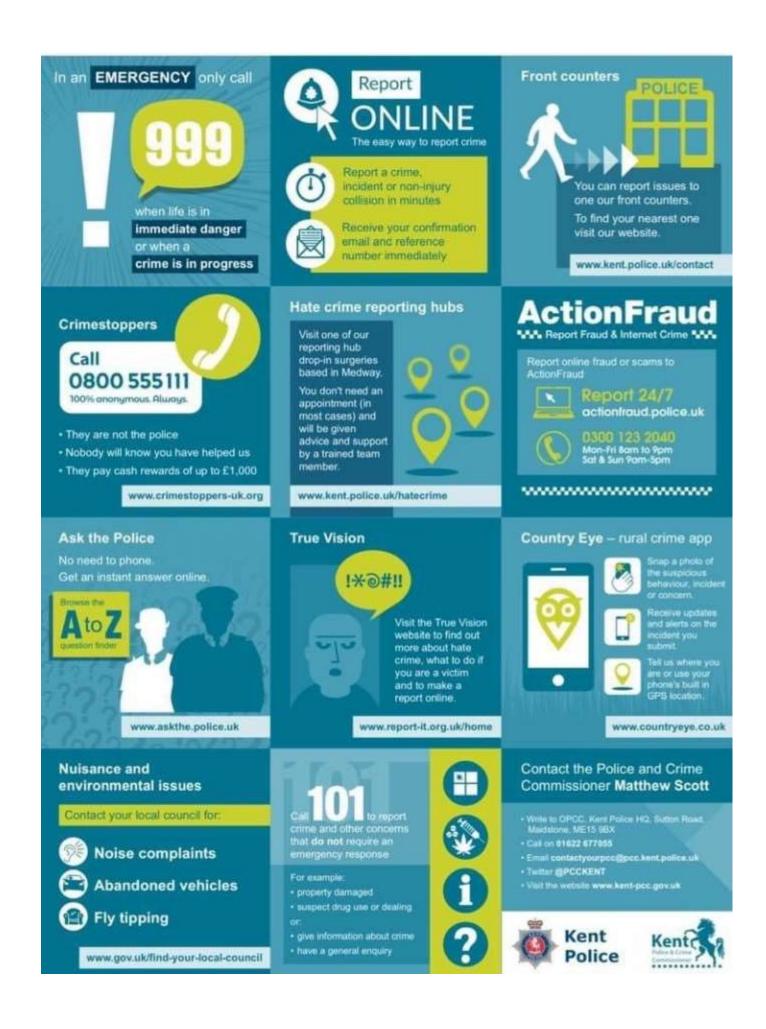
It will feature high-profile experts and leading figures from local and central government and national organisations. And will give

attendees a chance to discuss and debate the key issues facing communities, network and share good practices with fellow councillors, clerks and council staff from across England, and connect with sector-specific suppliers at the innovative online exhibition.

The online conference includes:

- Opportunity to hear direct from the NALC chair •
- Five inspiring and thought-provoking keynote sessions which include a Q&A segment •
- Four practical workshops running simultaneously (repeated twice) providing advice, guidance and insights
- A dedicated sector-specific exhibition marketplace with information on products and services with 1-2-1 meetings available in real-time
- Meet the conference headline sponsors (BHIB Councils Insurance, Blachere Illumination and CCLA)
- All keynote and workshop sessions recorded and available after the event
- Two coffee breaks and a lunch break to refresh, network and visit the exhibition marketplace
- Online cafe to meet and connect with other attendees

Booking via NALC's Eventbrite webpage here: FUTURE COMMUNITIES 2021 Tickets, Thu 2 Dec 2021 at 09:00 | Eventbrite



#### KENT FIRE AND RESCUE UPDATES



Here at KFRS, we're passionate about always giving you our absolute best whether that's during an emergency, as part of a Safe and Well visit in your home, a session at your school, or an inspection in your work place. If you have loved ones over 70, or if they have a long term health condition, smoke, are pregnant or have kids under 5 - call 0800 923 7000 to book a free Safe and Well visit.

#### KENT FIRE AND RESCUE UPDATES





#### Welcome to the Safety and Wellbeing Plan Update 2022

The purpose of a Safety and Wellbeing Plan is to inform customers about changes we intend to make, or would like customers' views on, before we make them. This Plan focuses on what we continued to do during the COVID 19 pandemic to help customers across over Kent and Medway. We have also given a summary of what you receive as a customer, for the money you pay in your council tax to help run the fire and rescue service across Kent and Medway.

As part of the update, the infographic on this page provides a summary of what everyone of our customers receive for the money they pay through Council Tax, which help run our fire and rescue service.

We would welcome your comments on a number of options regarding council tax levels for 2022/23.

I hope this Plan gives you useful information on how we plan to continue to keep you safe in Kent and Medway.

Nick Chard – Chair Kent and Medway Fire and Rescue Authority

To read the plan and complete the survey click here <u>https://beta.kent.fire-uk.org/safety-wellbeing-plan-update-2022</u>

The deadline for responses is 14 January 2022



#### Consultation, Consultation, Consultation...

#### Government consultation on making flexible working the default:

- The consultation seeks views from individuals and businesses on proposals to reform flexible working regulations. The proposals include making the right to request flexible working a day one entitlement, as well as introducing a day one right to one week's unpaid leave for carers. See <a href="https://www.gov.uk/government/consultations/making-flexible-working-the-default">https://www.gov.uk/government/consultations/making-flexible-working-the-default</a>. The consultation deadline is **11.45pm on 1 December 2021.**
- <u>Government Consultation on reforms to data protection regime</u> see <u>https://www.gov.uk/government/consultations/data-a-new-direction</u>. The consultation presents proposals that build on the key elements of the current UK General Data Protection Regulation (UK GDPR), such as its data processing principles, its data rights for citizens, and its mechanisms for supervision and enforcement. Consultation deadline- 11.45pm on 19 November 2021.
- Government consultation to make outdoor measures for high streets
  permanent: Temporary measures that have given a huge boost to high streets and
  hospitality during the pandemic could be made permanent following a <u>public</u>
  consultation launched on 5 September 2021. Consultation deadline 11.45pm on 14
  November 2021.
- Gatwick Airport launches Northern Runway public consultation: Gatwick Airport is consulting on proposals to bring the existing Northern Runway into routine use alongside the Main Runway. For further details please visit <u>Northern Runway and our Future Plans</u> <u>Gatwick Airport LGW.</u> Consultation deadline **11.59pm on 1 December 2021.**
- National Transport and Highways Survey 2021/2022: Councils across the UK are asking residents to tell them what they think of transport and highways services in their area, and we're one of those councils. There are six independent surveys in total feel free to take one or all of them. Apparently, each survey will only take a few minutes of your time. They are asking for your views on: accessibility; highways maintenance; public transport; road safety; tackling congestion; walking and cycling. For further details see National Highways and Transport Survey 2021/22 | Let's talk Kent. The survey deadline is 28 February 2022.
- <u>Kent & Medway Listens:</u> This consultation wants to hear how you are feeling and gather your thoughts how we can help mental wellbeing in Kent and Medway. The project is open until **January 2022.** Please see the following link for further details: <u>https://letstalk.kent.gov.uk/kentandmedwaylistens</u>
- <u>Kent Heritage Conservation Strategy Consultation:</u> This draft Strategy presents KCC's strategic aims and objectives for how they will conserve Kent's heritage and also inspire citizen engagement and connection. For further details please see <u>https://</u><u>letstalk.kent.gov.uk/heritage-conservation-strategy</u>. The consultation deadline is **13** December 2021.



#### KENT ASSOCIATION OF LOCAL COUNCILS

### Could You Be Our New Chief Executive?

- Full Time: 37 hours per week with some evening and weekend working.
- Salary: £40,876 depending on skills and experience (+5% pension contribution)
- Closing Date for Applications: 22 November 2021
- E-mail address: chief.executive@kentalc.gov.uk
- Interviews: 10 December 2021

#### The Role...

We are seeking an inspirational, forward thinking, high calibre professional with strong leadership and management skills to lead a small and highly capable team. The role provides the successful applicant with an opportunity to work with a wide range of senior colleagues from across Local Government and other countywide organisations and represent the association and member councils at county and national level. The successful applicant will be able to provide strategic and operational support to the Executive Committee and to contribute to the Association's continued development of its excellent services to member councils. The role is office based with home working arrangements, with some travel to meetings and events. The post holder will show flexibility in their workload and be committed to working outside core hours. The post holder will need to have a driving licence and access to an appropriate vehicle.





#### Further Details...

Our Job Description, Personal Specification and Application Form are all available via our Vacancies webpage on our website here:

Vacancies - KALC (kentalc.gov.uk)

### **Missing From Your Inbox**





#### Rights of Way - New Booklet available from GOV.UK

Access to the Countryside is as important, if not more so, than ever before. The Government updated its "Guidance on procedures for considering objections to definitive map and public path orders" on 25 October 2021. This will be important information in regards to future Planning considerations. You can find a copy of the new revised booklet by visiting this link: <u>Rights of</u> <u>way guidance booklet - GOV.UK (www.gov.uk)</u>

#### Minimum Wage For 23 Year Olds to Rise...



The Minimum Wage for workers aged 23 years old and above is set to rise from the new financial year in April 2022. That means that the current rate of pay, which is £8.91p an hour, will increase to £9.50p

Younger people under the age of 23 will also see an increase in their minimum rates of pay.

The National Minimum Wage for people aged 21-22 will rise from  $\pounds 8.36$  to  $\pounds 9.18$  an hour and the Apprentice Rate will increase from  $\pounds 4.30$  to  $\pounds 4.81$  an hour.

This will be especially of note to our Parishes and Towns who have younger members of staff on their payroll.

#### Kent Downs AONB Selected by Lonely Planet as the fourth best region in the World to Visit!



We always knew our region was beautiful and worth exploring but it is now official! Our Heritage Coast has been voted one of the best globally for 2022, so its nice to be able to shout about it!

Take a look at the Kent Downs AONB <u>website</u> here to read all about what is wonderful about our region.

#### November...The Month of Remembrance







Remembrance Sunday is almost upon us. Last year, ceremonies were largely online affairs, or small outdoor gatherings to mark the occasion. This was, as we all know, because of the COVID restrictions that were in place at the time.

Remembrance Sunday falls on 14 November 2021. The Royal British Legion is hoping to hold its Cenotaph Service as it would normally. It is hoped that local events will also be well attended but bearing in mind the current advice from Government for events that take place in outdoor spaces.

As usual, we will be pleased to see photographs of your own events on the day. Our communities have always been at the forefront of marking Remembrance activities, and this did not stop last year, even when face to face gatherings could not take place.

We look forward to hearing from you all so that we can feature your own commemorations in the next issue of the KALC News.

#### New Platinum Jubilee website...

The Department for Digital, Culture, Media and Sport (DCMS) has launched the government's new Platinum Jubilee website, including an interactive map which will display all the events and activities that will be taking



place right across the UK.

The map is open for anyone to add their events and everyone is encouraged to upload any events and activities they may be planning to mark the Jubilee.

The website is to support and complement the Royal Household website and details the many ways individuals and organisations can get involved in the Platinum Jubilee celebrations.

The official emblem for The Queen's Platinum Jubilee in 2022 was revealed by Buckingham Palace last month. The official emblem is now available, free of charge, for download from the Royal.uk website. It is available for use for all activities associated with the Platinum celebrations including community and national events, publications, retail and merchandising. A set of guidelines for use is also available on the website.

Platinum Jubilee website:

https://platinumjubilee.gov.uk/

Announcement:

https://www.gov.uk/government/news/platinum-jubilee-medal-revealed

Emblem:

https://www.royal.uk/queens-platinum-jubilee-emblem



The Queens Platinum Jubilee Beacons and June 2022



Further to the announcement from Buckingham Palace on 2nd June 2021, regarding the Platinum Jubilee Weekend of 2nd - 5th June 2022, which The Queen's Platinum Jubilee Beacons is part of, I have pleasure in confirming the Guide To Taking Part in this event is available to view and download from - **www. queensjubileebeacons.com** and will be updated on this site at the end of each month as more and more communities, individuals and organisations etc, join the event over the forthcoming months. The beacon lighting and associated activities will take place throughout the United Kingdom, Channel Islands, Isle of Man, UK Overseas Territories and, for the first time, in each of the Capital Cities of all the Commonwealth Countries on **2nd June 2022**.

Pages 11, 12, 13 and 14 show the various types of beacons to be used for this historic occasion that can be lit in farmers' fields, on country estates, on the top of high hills, around our shorelines on cliff tops and on beaches, with gas-fuelled beacons on church towers and castle battlements and permanent beacon braziers made and lit by craftsmen and women in the centre of town and village greens, providing a lasting reminder of this historic moment in the history of The Queen's reign. Those considering purchasing one of the gas-fuelled Beacons found on pages 11 and 12 could consider organising a local raffle with the winner having the honour of lighting the beacon on the night, with the funds raised being donated to a local charity or used to cover the cost of the beacon and the bottle of gas required to fuel it.

Those wanting to take part are being asked to go to page 10 and provide us with the information requested in Step 1, enabling us to include them in the monthly guide updates over the forthcoming months, along with sending them further information in due course. Many of those receiving this communication will already have permanent beacons in place, so please light them for this occasion but remember to still register your involvement as soon as possible please. From pages 16 onwards you will see those, to date, that have already agreed to take part around the UK and the Commonwealth. These lists and pages in the guide will be added to over the forthcoming months as more communities etc, join the project.

From the guide, you will see that we are involving town criers undertaking the Proclamation at **1pm** announcing the lighting of the beacons that evening and pipers playing Diu Regnare at **9.09pm**, before the beacons are lit at **9.15pm**.

With this in mind, please consider sourcing a local piper to play this tune at your beacon location before lighting it at **9.15pm**. If this is the case, please register your piper in a similar way to your beacon by no later than end of **May 2022**.

This could well be the last chain of beacons lit during The Queen's reign, so we want to make it the largest and most dramatic the world has ever seen. We do hope therefore, that you will help us achieve this by taking part in lighting a beacon at **9.15pm on 2nd June 2022**.

My warmest regards,

Bruno Peek

Bruno Peek LVO OBE OPR Pageantmaster The Queen's Platinum Jubilee Beacons

Tel: + 44 (0) 7737 262 913 Email: brunopeek@mac.com www.queensjubileebeacons.com



Kent Association of Local Councils

Dover District Council Offices White Cliffs Business Park Whitfield Dover CT16 3PJ

kalc@kentalc.gov.uk www.kentalc.gov.uk



We are always happy to advertise any vacancy you may have at your Council, free of charge, via our website page here:

Vacancies - KALC (kentalc.gov.uk)

There are several vacancies to look at this month if you are seeking employment in the County. Contacting Us...

For KALC specific issues contact Terry Martin: <u>chief.executive@kentalc.gov.uk</u> or phone 07475 034346

For legal & technical advice contact Clive Powell: adviser@kentalc.gov.uk or phone 07475 017247

For Finance, Events, KALC website and general enquiries contact Laura Dyer: <u>manager@kentalc.gov.uk</u>or phone 07475 066155

For Events, KALC News and general enquiries contact Tricia Casey-Green: communications.officer@kentalc.gov.uk or phone

<u>communications.officer@kentalc.gov.uk</u> or phone 07577 058306 (9.00am to 12:00pm – Monday, Tuesday, Thursday, Friday)

Training and Partnerships Officer – Charmaine Keatley: <u>support@kentalc.gov.uk</u> or phone 07378 175948