

Classification: Public

Key Decision: No

Gravesham Borough Council

Report to: Community & Leisure Cabinet Committee
Date: 1 June 2022
Reporting officer: Assistant Director (Communities)
Subject: Queen's Baton Relay – Commonwealth Games

Purpose and summary of report:

To report Gravesham's participation in the Queen's Baton Relay (QBR) in advance of the opening of the Commonwealth Games in July 2022.

Recommendations:

1. That the Committee notes and comments on the plans for receiving the Queen's Baton Relay in Gravesham on 8 July 2020.

Key Implications:	
Item	Implications
Legal	Partner local authorities have been asked to sign a Host Agreement with the Queen's Baton Relay National Steering Group. This confirms roles and responsibilities and has been signed.
Finance and Value for Money	The QBR is an opportunity to promote the Borough and its connections to the Commonwealth. A budget of £7,500 has been allocated to cover security, additional dressing materials and street entertainment.
Corporate Plan	#2 Place: a dynamic borough; defined by a vibrant and productive local economy taking advantage of growth in the area, supported by its strong and active community.
Climate Change	Plans are being reviewed to minimise the use of vehicles and the use of single use dressing materials.

1. Queen's Baton Relay

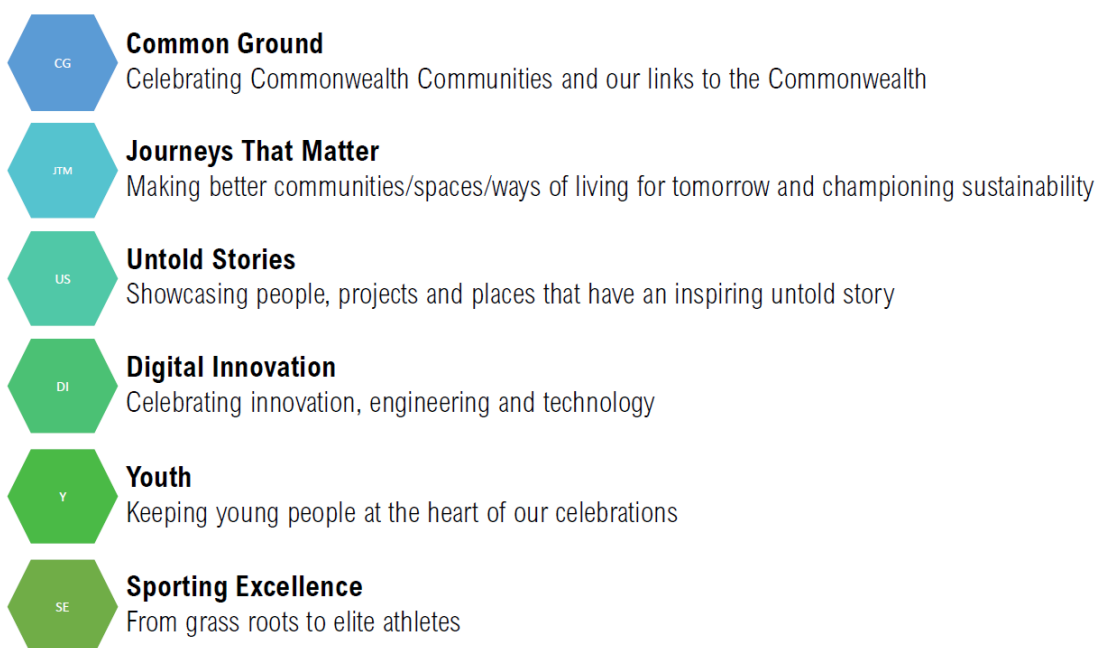
- 1.1 The Queen's Baton Relay (QBR) set off on its journey throughout 72 Commonwealth nations and territories in October 2021 and returns to the UK prior to the Opening Ceremony of the Commonwealth Games in Birmingham/West Midlands on 28 July 2021.
- 1.2 The Queen's Baton Relay will visit all regions of the UK over a 25 day period, with the South East Region having 2 days on the 6th & 7th July 2022 and Kent receiving

the Baton on the 7th. Gravesham made its case for the Baton to visit the most ethnically diverse Borough of the County with strong and historic links to the Commonwealth. As a consequence the Borough has been added to the Baton's route with its departure from Gravesend on the morning of Friday 8th July prior to a hand-over to the Eastern Region at Tilbury.

- 1.3 The planning structure for the QBR includes a National Steering Group, Regional Planning Boards and local authority host partners. Local authority partners have been asked to sign a Host Agreement.
- 1.4 This report gives detail on the proposed Baton route in Gravesend and the communication opportunities. Officers are working with the Gurdwara, Kent Equality Cohesion Council, Port of London Authority, local schools and sports clubs to put in place arrangements for the event.
- 1.5 Participating towns were announced nationally by the QBR National Steering Group on 11 May. An article has been prepared for Your Borough, including an indicative route and this is attached as Appendix 2.

2. Queen's Baton Relay Themes

- 2.1 The Queen's Baton Relay is focusing on the following themes many of which will be reflected in national and local communications:



3. Route

- 3.1 The Queen's Baton Relay Regional Planning Group was particularly attracted to starting the relay route at the Gurdwara to create an iconic photo/key media moment. This will also take the form of a multi-faith reflection outside the Gurdwara at 08:00am.
- 3.2 The Baton will then enter 'Relay Mode' and depart at 08:15am, being carried by Baton bearers as it takes a route through the Town Centre to Town Pier Pontoon where it will be taken by launch over to Tilbury (depart 09:00am).
- 3.3 The Baton bearer will be accompanied by a small convoy of operational vehicles, although we anticipate that this may 'Split' through the pedestrianised core of the

Town Centre and convoy vehicles will be required at Tilbury to commence the Relay in the Eastern Region.

- 3.4 Schools are being invited to view the Queen's Baton being carried through the Town Centre and media communications will be focused on encouraging the public to turn out to welcome it. It is the intention to animate the Queen's Baton Relay route with bands playing music and placed at baton 'hand-over' and other strategic points on the route.
- 3.5 Baton bearers have been nominated nationally by the public and will be allocated to a route closest to their place of residence. These will be supplemented by other baton bearers nominated due to their sporting achievements.
- 3.6 The Baton will take a launch to Tilbury as it departs Gravesham from Town Pier Pontoon. The Port of London Authority have offered to help with this, and officers are liaising with the Port of Tilbury/Thurrock on the hand-over.
- 3.7 This is a relatively short visit - one of 200 locations nationally – and the route may need refinement as more detailed discussions take place with the QBR's Route Event Manager.
- 3.8 Event and traffic management plan preparations have commenced, and these will be reported to Gravesham's Safety Advisory Group shortly. West Midlands Police are responsible for planning, developing, and implementing the core security arrangements for the Queen's Baton and Baton bearers. Local Kent Police colleagues have been invited to the local planning group.

4. Communications

- 4.1 The QBR has hosted national and regional communications briefings and local announcements in respect of participating towns. Detail of the route and events activity can be announced locally once all aspects have been confirmed.
- 4.2 The Regional Planning Board will work with local authorities to promote the Relay and to maximise opportunities to showcase the area's heritage and culture in line with the key QBR themes.
- 4.3 The National Organising Committee has been building awareness of the QBR journey through the UK media and has established strong engagement with the BBC – The One Show, BBC Radio 2 and across all their TV and radio news.
- 4.4 Local authorities are encouraged to maximise the announcements by preparing marketing and communications in advance, issuing press releases to local media, updating websites, publishing social media and nominating a media spokesperson for interviews. A key objective will be to promote the QBR event to bring the local community together and to ensure an excellent turn-out for its route in Gravesham.
- 4.5 The Town will remain dressed for the Platinum Jubilee until early July and Union and Platinum Jubilee flags will remain in position for the QBR.
- 4.6 The Queen's Baton Relay have prepared educational resources for schools to ([Educational Resources \(birmingham2022.com\)](https://www.birmingham2022.com)) designed to help pupils to understand the Birmingham 2022 Commonwealth Games. Local schools will be advised of these.

5. Appendices

5.1 Appendix 1 - Your Borough Article

6. Background Documents

6.1 There are no background documents.

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Secondary Implications	
Risk Assessment	The council is responsible for public safety planning and services (security, health and safety). Event and traffic management plans will be submitted to the Safety Advisory Group for comment and approval.
Data Protection Impact Assessment	<p><i>A data protection impact assessment (DPIA) should be carried out at the start of any major project involving the use of personal data or if you are making a significant change to an existing process.</i></p> <p>a. Does the project/change being recommended through this paper involve the processing of personal data or special category data or criminal offence data? A definition of each type of data can be found on the Information Commissioner's Office website via the above links. No</p> <p>b. If yes to question a, have you completed and attached a DPIA including Data Protection Officer advice?</p> <p>c. If no to question b, please seek advice from your nominated DPIA assessor or the Information Governance Team at gdpr@medway.gov.uk.</p>
Equality Impact Assessment	<p>a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community? If yes, please explain answer. No</p> <p>b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? If yes, please explain answer. Yes. The QBR celebrates Commonwealth communities and the diversity of Gravesham's population.</p> <p><i>In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above</i></p>
Crime and Disorder	No direct implications.
Digital and website implications	The council's website and Visit Gravesend website and social media channels will be used to promote the QBR in Gravesham.
Safeguarding children and vulnerable adults	Safeguarding will be incorporated into the event management plan.