



GRAVESHAM BOROUGH COUNCIL

Corporate Register of Partnerships and Shared Working Arrangements

July 2023

A summary of partnership and shared working
arrangements

Strategic Environment Cabinet Committee

Gravesham Borough Council

Register of Partnerships and Shared Working Arrangements

July 2023

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Introduction

The council maintains a comprehensive register of its partnerships and shared working arrangement that is reviewed on an annual basis.

Partnerships

The council defines a partnership as “***an agreement between the Council and one or more independent bodies to work together to achieve the council’s Corporate objectives***”.

In addition to this, the council also splits the partnership register into ‘Significant’ and ‘Key other partnerships’. In order for a partnership to be classified as significant it must meet the following definition:

“A partnership for which there is a council resource provision of £50,000 or greater or one that is fundamental to the delivery of a corporate objective as established within the council’s Corporate Plan. Without this effective partnership therefore, the delivery of Gravesham Borough Council’s key corporate goals would not occur. This will also include those partnerships that have been established to deliver legal or statutory requirements on behalf of the council.”

The council is currently involved in the following partnerships:

Page Ref.	Name of Partnership	Significant
3	CCTV Services Partnership	✓
6	Gravesham Community Safety Partnership (CSP)	✓
9	G-Safe Town Centre Crime Reduction (Radionet) Scheme	✓
11	Kent Downs Area of Outstanding Natural Beauty (AONB) Partnership	✓

Glossary of Terms (Page 14)

Throughout the document, there are a number of terms that are used and it was felt that it would be useful to provide a ‘Glossary of Terms’ in order to provide further clarification of some of the terminology used within the document.

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Name of Partnership	CCTV Services Partnership
Responsible Officer	Simon Hookway (Assistant Director, Communities) Kath Donald (Strategic Manager, Community Safety Unit)
Lead Member(s)	Councillor John Burden, Leader of the Executive Councillor Shane Mochrie-Cox, Lead Member for Strategic Environment
Statutory Status	Non-statutory Partnership, however, the Partnership was originally established exercising powers under the Local Government Act 1972, Local Government Act 2000 and Localism Act 2011.
Aims and objectives of partnership	The aim of the Partnership is to ensure the delivery of reliable, good quality and cost-effective CCTV services across the Local Authority partner areas (Gravesham and Medway). These services will contribute to deterring and reducing crime/ASB, assist with evidence-gathering to identify offenders and improve feelings of safety for local residents and those working in or visiting our Borough to socialise.
Expected outcomes	Continuing improvements to the effectiveness and resilience of the CCTV service thereby making a positive contribution to the Council's objectives to reduce crime and disorder. Well-defined operational and maintenance practices to ensure that the service operates efficiently and that any technical issues are capable of being resolved swiftly. A service that is fully compliant with regulations determined by the Information Commissioner's Office (ICO). Benefits linked to economies of scale in the procurement of new equipment and engineering expertise to ensure that advances in technology are exploited to improve cost-efficiencies.
Links to GBC Corporate Objectives	Objective #1 People <i>A proud community, where residents call a safe, clean and attractive Borough their home.</i> Objective #2 Place <i>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.</i>
GBC Resources (financial, officer, assets etc.)	Participating Authorities (Medway and Gravesham) pay an annual revenue cost taking into account the number of cameras held by each Authority, maintenance, fibre costs and staffing (operator) costs. Gravesham's revenue cost for 2023-24 is £183,532.64. The CCTV service is provided contracted by Medway Council via its local authority commercial arm, Kyndi (formerly known as Medway Commercial Group). Each Authority retains ownership of all CCTV cameras in the field and associated technical equipment and mobile camera units purchased through the Partnership. Gravesham currently has 55 public space CCTV cameras. The Deputy Leader serves on the Partnership Board (meeting six monthly) together with the Assistant Director (Communities), who take decisions on behalf of GBC. Strategic Manager (Community Safety) acts as a substitute on the Partnership Board if required and the Operations Manager (Community Safety) attends Operational Group (monthly) meetings. Both Managers share the responsibilities of handling the day to day expenditure of CCTV budgets, overseeing the process for requesting the downloading of footage and the deployment of mobile cameras.
Partnership membership	Medway Council; Gravesham Borough Council, Kyndi.

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<p>Governance arrangements</p>	<p>Governance arrangements are embodied in the Partnership Agreement and its Terms of Reference. These set out the practical governance arrangements for the Partnership including details of the membership, arrangements for meetings and decision-making processes.</p> <p>In order to ensure that ethical standards are maintained the service is delivered in accordance with Home Office approved Codes of Practice and there is full compliance with ICO regulations.</p>
<p>Financial reporting arrangements and timeframe for reporting</p>	<p>Financial services for the Partnership including accountancy, internal audit and insurance services are provided by Kyndi. Each financial year, Kyndi is required to prepare a business plan and a revenue budget for approval by the CCTV Partnership Board.</p> <p>A draft business plan and budget should be provided to participating Councils not later than 1 June in the year prior to it taking effect for approval and adoption by the Board. Indicative budgets for each of the two subsequent years should also be provided.</p> <p>In accordance with the Terms of the Agreement, the Partnership Board receives quarterly financial monitoring reports.</p>
<p>Performance monitoring arrangements and details of formal review of partnership arrangements.</p>	<p>The Partnership business plan sets out the performance management arrangements. Monthly reports are provided by Kyndi to the Community Safety Unit which detail the number and types of incidents which CCTV cameras have actively monitored and the number of arrests that have been secured with which CCTV operators/the service was actively engaged. Monthly technical reports are also received in order that any minor camera faults can be highlighted (more serious faults are referred immediately) and explanations provided for any disruption to services.</p> <p>Each year, Kyndi complete a full Status Report on each of the Council's permanent cameras i.e. an audit of condition, functionality and any anticipated works/replacements that may be necessary.</p>
<p>Risk Assessment</p>	<p>The Partnership undertakes risk assessments to analyse and manage risk effectively and maintains a risk register. Any risks identified form part of the business plan and/or are brought to the attention of participating Councils by Kyndi.</p> <p>Potential risks to the future of the Partnership include the willingness of the current partners to renew their contractual arrangements in the future. The withdrawal of either Medway or Gravesham would impact the financial commitments currently in place and the costs then involved might require an alternative solution to be found in continuing to provide a CCTV service in a cost effective/affordable manner.</p>
<p>Safeguarding Obligations</p>	<p>The presence of CCTV is valuable as a tool to improve feelings of public safety generally and provide reassurance. It also serves both as a deterrent to those intent on committing crime/ASB and as a means of assisting with the identification of offenders and evidencing their activity to support prosecutions/other enforcement action. CCTV is also utilised to help safeguard children and vulnerable people e.g. locally CCTV has been used to assist with the locating of missing children and vulnerable adults and offers some protection to individuals who are street homeless.</p> <p>CCTV supports the Council's wider Safeguarding commitment by providing an additional resource (particularly in respect of rapid deployment/mobile cameras) that can be used in specific locations where activity that presents a safeguarding risk is occurring e.g. in hot spots for child criminal/sexual exploitation or county lines are suspected to be operating.</p> <p>ICO regulations/procedures are adhered to at all times to ensure that the use of CCTV in meeting safeguarding obligations does not e.g. infringe privacy and is always justifiable and proportionate.</p>

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Equalities Obligations	The installation of any new CCTV cameras and the deployment of any rapid/mobile camera units requires that full consideration is given to evidence of need and that the installation are a proportionate response to the issue being addressed. The same criteria apply in each case and the opportunity to request CCTV can be submitted by members of the public or partner agencies alike. The presence of CCTV positively promotes safety for all and there are no negative impacts on the nine protected characteristics.		
Climate Change Considerations	The work of this Partnership does not have an impact on climate change at this time.		
Date Partnership Created / Approved by Cabinet	01 October 2012.	Date Partnership Terminates (if applicable)	Current Agreement terminates 31 March 2024.

Significant partnership

Other partnership

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Name of Partnership	Gravesham Community Safety Partnership (CSP)
Responsible Officer	Kath Donald (Strategic Manager, Community Safety Unit)
Lead Member(s)	Councillor John Burden, Leader of the Executive Councillor Shane Mochrie-Cox, Lead Member for Strategic Environment
Statutory Status	Statutory Partnership
Aims and objectives of partnership	To create a safer, cleaner Borough in which to live, work and socialise. To strengthen local communities and protect vulnerable people from harm.
Expected outcomes	Reductions in recorded crime and anti-social behaviour (ASB).
Links to GBC Corporate Objectives	Objective #1 People <i>A proud community - where residents call a safe, clean and attractive Borough their home.</i> Objective #2 Place <i>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.</i>
GBC Resources (financial, officer, assets etc.)	External funding to support community safety activity is held by the Kent Police and Crime Commissioner (PCC). This is provided to Community Safety Units (CSUs) as a Crime Reduction Grant subject the submission of a satisfactory application/business case each year detailing how the funding is intended to be spent and how it relates to the priorities of both the local CSP and to priorities contained within the Commissioner's Policing and Crime Plan. The total Grant allocation available to Gravesham in 2023-24 is £35,043.00. A third of the Grant is automatically allocated to a 'tactical pot' by the PCC (£11,681.00), the initial application /business case being therefore limited to £23,362.00. Considerable officer time is spent in supporting the work of the CSP. All Agenda planning/distribution of documents and administration tasks associated with CSP meetings are fulfilled by the Council's CSU. All CSU and other Council officers (including senior management from the Communities Department) attend the CSP meetings. CSU officers share between them lead responsibility in respect of a number of operational sub-groups of the CSP (Area Based Action Group, Modern Slavery Working Group, Youth Engagement Panel, ASB Strategy Delivery Group, Gravesham Vulnerability Panel and Gravesham Serious Organised Crime Panel). The CSP is chaired by the Lead Member for Community Safety. The Council's CSU's Strategic Manager undertakes the completion of a Strategic Assessment (audit of crime and disorder) each year (the completion of an Assessment being a statutory obligation for the CSP and prepares and completes a Community Safety Public Consultation process annually on behalf of the Partnership. Officer time is also spent in preparing regular performance monitoring reports and in reviewing (and revising if necessary) the Community Safety Strategy which underpins Partnership activity. The CSU will also be leading new work this year following the introduction of a duty to carry out a strategic needs assessment in respect of Serious Violence and to produce a strategy to reduce and address Serious Violence (Police, Crime, Sentencing and Courts Act 2022). There are shared Partnership resources in place to support the co-location of Council officers and Kent Police representatives who work at the Civic Centre. Kent Police contribute to the cost of Council office space, furniture and utilities used by Police officers.
Partnership membership	Statutory partners: Gravesham Borough Council; Kent County Council; Kent Police; Kent Fire and Rescue Service; Kent Probation; Kent and Medway NHS and the Office of the Kent Police and Crime Commissioner.

<p>Governance arrangements</p>	<p>The Partnership has Terms of Reference and governance arrangements that were formally agreed by all statutory partners in January 2021. Specifically, these set out:</p> <ul style="list-style-type: none"> • Purpose of the Partnership • Key areas of responsibility • Statutory duties • Membership • Chairmanship • Decision-making (including voting rights) • Agenda-setting and administration • Role of the Executive Group • Accountability. <p>The CSP Executive Group is comprised of the Director (Communities), the Chair of the CSP (Elected Member/Portfolio holder for Community Safety) and Council officers as appropriate. Other statutory partners may be invited/are welcome to attend the Executive Group meetings, in advance of CSP meetings to agree the Agenda, if a specific issue has arisen in respect of which the participation of a further statutory partner is deemed to be beneficial.</p> <p>In terms of public accountability, the CSP's Community Safety Strategy (including outcomes of Public Consultation exercises) are made available on the Council's website. The work of the CSP is also reviewed several times each year by the Council's Crime and Disorder Scrutiny Committee.</p>
<p>Financial reporting arrangements and timeframe for reporting</p>	<p>Performance reports provided to the CSP each year detail how external funding e.g. Crime Reduction Grant, Home Office funding, has been used during the year. The Council's CSU provides the Office of the PCC with both a mid-year report and year-end report on progress made in the delivery of initiatives funded via the CRG and Home Office funded projects e.g. Safer Streets Round 4, are subject to quarterly monitoring returns.</p>
<p>Performance monitoring arrangements and details of formal review of partnership arrangements.</p>	<p>Performance monitoring reports are provided to the CSP quarterly meetings that contain detailed information on crime trends and changes in recorded ASB incidents. Verbal and/or written progress reports are also provided by the Chairs of each of the Partnership's operational sub-groups in respect of activity within their specific area of responsibility.</p> <p>The Strategic Assessment process, completed towards the end of each calendar year, provides an opportunity to review activities carried out and their impact. As part of this process, consideration is also given to any new/emerging priorities and any anticipated changes in legislation or statutory duties and amendments made to the Community Safety Strategy if necessary to reflect these.</p> <p>Public consultation and community engagement exercises also ensure that those community safety issues that are being identified by local people as most important to them are being addressed. If a new issue comes to light, the Partnership can review existing priorities and incorporate the newly identified issue into work programmes if appropriate.</p> <p>The Council's Crime and Disorder Scrutiny Committee meets twice a year to review Partnership activity (in compliance with the provisions of the Police and Justice Act 2006) and ensure that statutory responsibilities are being met. This Committee generally selects a specific area of Partnership activity e.g., ASB, Modern Slavery etc. for scrutiny at each of its meetings and representatives of relevant statutory partner agencies are invited to attend.</p>

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Risk Assessment	Funding to support Community Safety activity and the work of the Partnership is limited and we are largely reliant on bidding for external funding when opportunities arise. The PCC's Crime Reduction Grant has been made available again this year but there is no guarantee that this will continue in future years or that the amount available might not be reduced. New arrangements and a move away from a District allocation is a potential risk to the ability of local CSUs to continue to deliver the range of projects/initiatives that have been fundamental in addressing the strategic community safety priorities at an operational level thus far.		
Safeguarding Obligations	The work of the CSP makes a significant contribution to improving community safety across the Borough but also has strands of work that directly contribute to the Safeguarding agenda e.g. the Gravesham Vulnerability Panel (GVP) is a multi-agency operational sub-group of the CSP which accepts referrals from partner agencies of vulnerable adults with complex needs and that develops tailored action plans for those individuals in order that they can be encouraged to engage with services and receive the support they need. A Modern Slavery Working Group also exists to help raise awareness of the signs of abuse/exploitation and encourage reporting in order that exploited individuals can be properly assisted and reduce the risk of further harm.		
Equalities Obligations	The work of the CSP contributes to the Council's overall Equalities aims and objectives as initiatives to reduce crime and disorder benefit the local population as a whole. The Partnership also delivers a range of initiatives that aim to encourage access to services by groups that are under-represented and by tackling specific crime types to which certain individuals and communities may be more vulnerable e.g., hate crime.		
Climate Change Considerations	The work of this Partnership does not have an impact on climate change at this time.		
Date Partnership Created / Approved by Cabinet	October 2020	Date Partnership Terminates (if applicable)	N/A

Significant partnership

Other partnership

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Name of Partnership	G-Safe Town Centre Crime Reduction (Radionet) Scheme
Responsible Officer	Kath Donald (Strategic Manager, Community Safety Unit) Sean Steer (Operations Manager, Community Safety Unit)
Lead Member(s)	Councillor John Burden, Leader of the Executive Councillor Shane Mochrie-Cox, Lead Member for Strategic Environment
Statutory Status	Non-statutory Partnership
Aims and objectives of partnership	G-Safe aims to: <ul style="list-style-type: none"> • Reduce and prevent crime and anti-social behaviour including alcohol-related crime and disorder • Improve the detection of crime with a view to apprehending and prosecuting offenders • Reduce fear of crime and the effects of the fear of crime • Create a safe and secure environment for customers, staff and visitors • Strengthen joint working between the business community, Police, Local Authority and other agencies and organisations both locally and in partnership with neighbouring Districts and Boroughs
Expected outcomes	Reductions in crime, anti-social behaviour and substance misuse Increased confidence within the business and retail community in Gravesham as a good place in which to invest. Improved public perceptions about personal safety and the promotion of Gravesham as a safe place to socialise Improved sharing of intelligence between the G-Safe Scheme, the Council's Community Safety Unit (CSU)/other Departments as necessary and Kent Police
Links to GBC Corporate Objectives	Objective #1 People <i>A proud community, where residents call a safe, clean and attractive Borough their home.</i> Objective #2 Place <i>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.</i>
GBC Resources (financial, officer, assets etc.)	The day-to-day management, delivery and financial control of the G-Safe Scheme has operated independently of the Council since June 2011, (as is the case with other Town Centre Crime Reduction initiatives across the County and as recommended by Kent Police). The G-Safe Co-ordinator is employed and managed directly by the G-Safe Board. The Council provides the G-Safe Co-ordinator with a hot desk at the Civic Centre and allows Council meeting rooms to be used (subject to availability) for G-Safe meetings. CSU officers attend and provide advice as appropriate to G-Safe Board meetings. This ensures that good links are maintained between G-Safe members, the CSU and the CCTV service operating from Medway. The CSU works closely with the G-Safe Co-ordinator who has been a key partner in the establishing of the Gravesham Safe Spaces Scheme and Best Bar None Initiative, both developed through the Home Office funded Safer Streets Round 4 Project. Quarterly G-Safe Board and Members' Meetings are attended by the CSU Strategic Manager or Operations Manager as necessary.

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Partnership membership	Gravesham Borough Council, Kent Police, local retailers, businesses and licensed premises, KCC Community Warden Service, Street Pastors, Kyndi (CCTV Service).		
Governance arrangements	<p>The Scheme is governed by a Constitution and Code of Practice as agreed by the G-Safe Board to accurately reflect the current arrangements. The Scheme's operating practices are audited by the Association of Business Crime Partnerships (ABCP) and it has been recognised as having excellent procedures in place. Audits by ABCP take place every two years and the last audit deemed the Scheme worthy of a Distinction for its governance arrangements.</p> <p>The Strategic Manager or Operations Manager, CSU, attend the quarterly G-Safe Board meetings because of the benefits of our joint working but the Council does not have any voting rights. Whilst Council officers attend these meetings, they do not have any responsibility for their administration or governance – these functions are carried out independently by the G-Safe Co-ordinator.</p>		
Financial reporting arrangements and timeframe for reporting	Financial management of the Scheme rests in its entirety with the G-Safe Board as the Scheme operates completely independently of the Council. We are not required to support the Scheme financially and the G-Safe Board conducts its own financial monitoring. The Scheme has from time to time bid for CSU funding and is then subject to the same criteria and application process that applies to all other organisations approaching the CSU for financial support.		
Performance monitoring arrangements and details of formal review of partnership arrangements.	Performance monitoring of the Scheme is managed by the G-Safe Coordinator, with regular reports being provided to its' quarterly Board meetings. A formal review of the Partnership's arrangements is completed as part of the Scheme's Annual General meeting, including consideration of its' membership.		
Risk Assessment	The G-Safe Scheme is a self-financing initiative with its running costs being met through Radionet membership fees and any additional new work relies on the successful external applications/bids for funding.		
Safeguarding Obligations	<p>This partnership contributes to the protection of children and vulnerable people living in or visiting Gravesend town centre. In particular, registration of vulnerable people onto the Shop Safe Scheme e.g. people with dementia/mental health issues who may become confused or disorientated when out and about, allows them to be assisted by any G-Safe member premises who can access their details and contact a family member/carer.</p> <p>The Scheme has also been instrumental in locating children/young people and adults who are reported missing.</p> <p>The G-Safe Scheme follows clear procedures when safeguarding issues arise and the advice of the CSU (Council and Police staff) is sought as necessary.</p>		
Equalities Obligations	The Scheme/Partnership contributes to improving community safety for all local residents and those working or visiting the area and does not negatively impact any protected equalities characteristics. In fact, it serves to positively support activity to reduce the risks of harm to any individuals who may be/may feel more vulnerable to victimisation because of protected characteristics.		
Climate Change Considerations	The work of this Partnership does not have an impact on climate change.		
Date Partnership Created / Approved by Cabinet	As an independent entity, created June 2011.	Date Partnership Terminates (if applicable)	N/A

Significant partnership

Other partnership

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Name of Partnership	Kent Downs Area of Outstanding Natural Beauty (AONB) Partnership
Responsible Officer	Wendy Lane Assistant Director (Planning)
Lead Member(s)	Councillor Shane Mochrie-Cox, Lead Member for Strategic Environment Councillor Gavin Larkins, Member appointed to Outside Body
Statutory Status	Statutory Partnership
Aims and objectives of partnership	To secure the conservation and enhancement of the Kent Downs AONB whilst supporting the social and economic wellbeing of its communities. Objectives: (1) to help realise the strategic vision for the Kent Downs AONB, and to oversee the Kent Downs AONB Management Plan; (2) to provide advice to those of its members with statutory responsibilities for the effective management of the Kent Downs AONB.
Expected outcomes	(1) A secure and more independent Kent Downs AONB Partnership. (2) A Kent Downs AONB Partnership which is recognised as 'The Champion' for the AONB. (3) The delivery of a well-supported Kent Downs AONB Management Plan through partners and focussed Kent Downs AONB led projects.
Links to GBC Corporate Objectives	<p>Objective #1 People</p> <ul style="list-style-type: none"> improve the local environment create clean, welcoming neighbourhoods and parks, and an attractive town centre <p>Objective #2 Place</p> <ul style="list-style-type: none"> enhance the vibrancy of the Gravesham economy raise Gravesham's economic profile improve economic conditions improve resident well-being enhance the borough's cultural offer <p>GBC has a statutory duty placed upon it to act jointly, in partnership with other local authorities to prepare and review an AONB Management Plan under the Countryside and Rights of Way Act 2000. GBC also has a statutory 'duty of regard' placed on it towards the purposes of the AONB in all of its functions – the AONB Management Unit assists with this work in partnership with the other member local authorities. CROW act requires a Management Plan reviewed on a 5 year cycle.</p>
GBC Resources (financial, officer, assets etc.)	<p>Financial: annual contribution of £4,138 as a standstill budget to be reviewed annually. This matches all other AONB Kent district local authorities and is around 1.3% of the AONB Management Unit's £310,641 core budget; 72% coming from DEFRA and 28% coming from Natural England.</p> <p>Human Resources: 1 officer and 1 member attendance (twice yearly) at the AONB Joint Advisory Committee (JAC). – see https://www.kentdowns.org.uk/about-us/who-we-are/joint-advisory-committee/ . Required to comment on consultation documents and take forward to adoption as appropriate with GBC.</p> <p>Use of Buildings: the Kent Downs AONB Partnership does not require use of GBC offices for the JAC Meetings. JAC Meetings are held within the AONB at various locations at no additional cost to GBC.</p>

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<p>Partnership membership</p>	<p>Public: Natural England, English Heritage, Ashford Borough Council, Canterbury City Council, Dover District Council, Gravesham Borough Council, Kent County Council, London Borough of Bromley, Maidstone Borough Council, Medway Council, Sevenoaks District Council, Shepway District Council, Swale Borough Council, Tonbridge & Malling Borough Council, Kent Association of Local Councils, Environment Agency.</p> <p>Private: Country Land and Business Association, National Farmers Union, Visit Kent.</p> <p>Voluntary: Action with Communities in Rural Kent.</p>
<p>Governance arrangements</p>	<p>Terms of Reference: The Kent Downs AONB Partnership has a set of Terms of Reference agreed by the JAC covering: (1) Remit; (2) Membership; (3) Power to Co-opt; (4) Voting Rights; (5) Election of Chairman; (6) Frequency of Meetings; (7) Secretariat; (8) Agenda.</p> <p>Constitution: The Kent Downs AONB Partnership constitutes: (1) JAC; (2) Executive Group; (3) AONB Forum; (4) Sub-committees; (5) AONB Management Unit.</p> <p>Memorandum of Understanding: A Memorandum of Understanding was signed by all partner local authorities and Natural England.</p>
<p>Financial reporting arrangements and timeframe for reporting</p>	<p>Financial Reporting Time Frame: A report is prepared by the AONB Management Unit Director on the financial position which is presented as an item at each JAC meeting (twice yearly).</p> <p>Budget Monitoring/Management: The JAC agrees the annual budget and the priorities for the Kent Downs AONB. Each partner may ask for further details should it wish.</p>
<p>Performance monitoring arrangements and details of formal review of partnership arrangements.</p>	<p>Performance Monitoring Arrangements: Regular reports are prepared and presented to the Kent Downs AONB Partnership JAC and Executive, which meet twice yearly and four times yearly respectively. The Business Continuity Plan is reviewed annually and presented to the JAC and Executive. A monitoring arrangement has been agreed nationally with Natural England.</p> <p>Review of Partnership Arrangements: In 2002, a review of staffing and governance was undertaken. In 2008 (following the review of the AONB Management Plan), a review of the Terms of Reference was undertaken. The AONB Management Unit has commissioned an internal audit of its finances and management arrangements.</p>
<p>Risk Assessment</p>	<p>Risk Assessment: The Kent Downs AONB Management Unit has a Business Continuity Plan and a Risk Register which covers the risks of the Unit and, to some extent, the Partnership (available on request).</p> <p>Risk to Council: Failure to meet its statutory duties including the 'duty of regard' to the Kent Downs AONB.</p> <p>Mitigation: The Kent Downs AONB Partnership has been successful at meeting its aims and objectives; therefore it has not been necessary to take mitigation action.</p>

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Safeguarding Obligations	Through work with education sector and pupil engagement they will ensure that they maintain a safe and trusted environment for everyone who comes in to contact with them, including their staff and volunteers. They will follow the processes set out by KCC for their staff.		
Equalities Obligations	The current version of the Management Plan 2021-2026 is accompanied by an equalities impact assessment part 1 screening assessment and this finds no negative impacts for 8 of the 9 protected characteristics and it considers that 'marriage and civil partnerships' is N/A.		
Climate Change Considerations	The overall vision for the AONB remains unchanged. This revision seeks to respond to the changing context in which the 20 year vision operates – including the level of housing growth expected in Kent and climate, agriculture and biodiversity challenges and opportunities. This is because it is recognised that the Kent Downs are vulnerable to changes in the natural environment being generally a dry and free-draining landscape, and located in one of the driest parts of the country where predicted climate change will be most strongly felt.		
Date Partnership Created / Approved by Cabinet	14 July 1997	Date Partnership Terminates (if applicable)	N/A

Significant partnership

Other partnership

Glossary of Terms

To provide assistance to officers, Members and members of the public when reading the council's Corporate Register of Partnerships, a **Glossary of Terms** has been developed to provide additional information about the meaning of some of the words included within the register.

Term Used	Meaning
Association of Business Crime Partnerships (ABCP)	The National Association of Business Crime Partnerships [NABCP] is the umbrella body representing business crime partnerships at a national level. It seeks to promote the concept of BCRPs to local and national government and to increase the collective effectiveness of the hundreds of schemes across the country by lobbying for greater resources and influence.
ASB	Anti-social Behaviour
Business Continuity Plan	A plan that sets out how an organisation will respond and manage business disruption in case of unforeseen events.
Business Plan	A business plan is a formal statement of a set of business goals, the reasons they are believed attainable, and the plan for reaching those goals.
CCTV	Closed-circuit television (CCTV) is the use of video cameras to transmit a signal to a specific place, on a limited set of monitors; it is not openly transmitted
Code of Practice	Written guidelines issued by the partnership to its members to help them comply with the standards expected of the partnership.
Constitution	A document which sets out the fundamental rules governing the conduct of the partnership. It may also include details of the concept and structure of the partnership.
Corporate Plan	A document which sets out Gravesham Borough Council's corporate priorities for a period of years and provides details of the actions to be undertaken towards achieving those objectives.
Countryside and Rights of Way Act 2000	The Countryside and Rights of Way Act 2000 normally gives a public right of access to land mapped as 'open country' (mountain, moor, heath and down) or registered common land. These areas are known as 'open access land'.
Crime Reduction Grant	A grant provided by the Kent Police and Crime Commissioner to local councils' Community Safety Partnerships (CSPs) and other groups.
CSU	Community Safety Unit – officers employed by Gravesham Borough Council to provide a community safety service.
DEFRA	Department for Environment, Food and Rural Affairs (DEFRA) – the UK government department responsible for policy and regulations on environmental, food and rural issues.
Environment Act 1995	The Environment Act 1995 is a United Kingdom Act of Parliament which created a number of new agencies and set new standards for environmental management.
Home Office	The Home Office is the lead government department for immigration, passports, counter-terrorism, policing, drugs and crime.
ICO	Information Commissioner's Office

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Term Used	Meaning
Kyndi	The commercial trading arm of Medway Council, formerly the Medway Commercial Group.
Local Government Act 1972	An Act of Parliament in the United Kingdom that makes provision with respect to local government and the functions of local authorities in England and Wales.
Local Government Act 2000	An Act to make provision with respect to the functions and procedures of local authorities and provision with respect to local authority elections; to make provision with respect to grants and housing benefit in respect of certain welfare services; to amend section 29 of the Children Act 1989; and for connected purposes.
Localism Act 2011	An Act to make provision about the functions and procedures of local and certain other authorities; to enable the recovery of financial sanctions imposed by the Court of Justice of the European Union on the United Kingdom from local and public authorities; to make provision about local government finance; to make provision about town and country planning, the Community Infrastructure Levy and the authorisation of nationally significant infrastructure projects; to make provision about social and other housing; and for other connected purposes.
Management Plan	A management plan is a document that outlines how a management team will direct resources to achieve objectives
Natural England	Natural England is an executive non-departmental public body, sponsored by the Department for Environment, Food & Rural Affairs. Their role is to advise the government on the natural environment in England.
Partnership	The council defines a partnership as “an agreement between the Council and one or more independent bodies to work together to achieve the council’s Corporate objectives”.
Partnership Agreement	An agreement between the relevant partners setting out how the partnership will operate and the commitment each will make to the partnership.
Police and Crime Commissioner	Police and crime commissioner will be elected to ensure the policing needs of their communities are met as effectively as possible, bringing communities closer to the police, building confidence in the system and restoring trust
Police and Justice Act 2006	An act extending police powers and granting the Home Office greater control over operational policing.
Radionet	A system of radio stations operating with each other in order to ensure fast communication across a wide ranging area
Risk Register	A risk register is a table of project risks that allows you to track each identified risk and any vital information about it.
Significant Partnership	A partnership for which there is a council resource provision of £50,000 or greater or one that is fundamental to the delivery of a corporate objective as established within the council’s Corporate Plan. Without this effective partnership therefore, the delivery of Gravesham Borough Council’s key corporate goals would not occur. This will also include those partnerships that have been established to deliver legal or statutory requirements on behalf of the council.
Strategic Assessment	Under the Police and Justice Act (2006), Crime and Disorder Reduction Partnerships (CDRP) are required to produce an annual strategic assessment which identifies the priorities they will tackle over the next 3 years.

Gravesham Borough Council
Register of Partnerships and Shared Working Arrangements
July 2023

Term Used	Meaning
Terms of Reference	A document which describes the purpose and structure of a partnership along with basis for making future decisions and for confirming or developing a common understanding of the scope among stakeholders.