

Y2 Crew 2008

A Partnership Agreement between  
Tonbridge & Malling Borough Council  
& Kent County Council

This Partnership agreement sets out the key roles and responsibilities for the planning and delivery of the 2008 Y2 Crew Summer Scheme.

Y2 Crew is a partnership between Tonbridge & Malling Borough Council and Kent County Council Youth and Community.

The aim of the summer scheme is to prepare a programme of diversionary and educational activities for vulnerable young people aged 11 – 16 years in areas of the borough where crime and disorder issues have been experienced within that age group.

The 2008 Y2 Crew Summer Scheme will operate between Monday 28 July to Friday 22 August 2008.

Each trip will cater for a maximum of 40 young people, activity days will be open to a maximum of 80 young people and each course will cater for a maximum of 15 young people.

**PARTNERS:**

The partners involved in this agreement are as follows:

**Tonbridge and Malling Borough Council**

Council Offices  
Gibson Building  
Gibson Drive  
West Malling  
Kent ME19 4LZ

Contact: Karena Harmer, Youth & Play Development Officer

**Kent County Council**

SAMAYS Youth Club  
Malling Road  
Snodland  
Kent ME6 5SH

Contact: Ellen Garrott, Senior Youth Work Practitioner

### **Tonbridge and Malling Borough Council (TMBC):-**

Under the terms of this agreement TMBC will be responsible for:

- Budgetary control
- Booking of all venues, trips and courses
- Transport arrangements
- Production and distribution of advertising
- Press releases
- The production of all registers
- The production of all photographs and printing as requested
- The setting of agendas and the production of minutes with regards to planning and evaluation meetings

All young leaders will be employed and paid for by Tonbridge and Malling Borough Council, and therefore will work under TMBC insurance.

**The day to day management and responsibility for the welfare and health and safety of the young leaders is the responsibility of KCC.**

Tonbridge and Malling Borough Council will be responsible for ensuring that the young leaders have current CRB checks in accordance with TMBC Child Protection Policy.

Registration of all young people in partnership with a nominated officer from Kent County Council.

### **Kent County Council (KCC):-**

Under the terms of this agreement KCC will be responsible for:

- Consultation with young people on the planning of the scheme
- Risk assessments, preliminary site visits and checking insurance details
- Selection of the young leaders
- Staff training
- Staffing of all trips and activity days
- Responsibility for the day to day running of all trips and activity days
- Responsibility for the welfare of all young people participating in trips, courses and activity days
- Responsibility for the maintenance of petty cash
- Responsibility for the completion of all 002 and evaluation reports
- Ensuring that there is appropriately trained first aiders on each trip, course and activity day

All activities, trips and courses will operate under Kent County Council Insurance

Registration of all young people in partnership with a nominated officer from Tonbridge and Malling Borough Council

Kent County Council will be responsible for ensuring that all part time workers and full time staff have up to date CRB checks in accordance with KCC Child Protection Policies.

**FUNDING**

Y2 Crew is funded from a number of sources. Key funders include the following:

- Crime and Disorder Reduction Partnership
- Kent Police
- Kent Fire and Rescue
- Parish Councils
- Tonbridge Lions
- Malling Lions

Tonbridge and Malling Borough Council provide £1,000 of funding as well as staff time and in house resources as outlined above.

Kent County Council provide full time members of staff and additional part time staff to run the scheme on the ground and assist with the administration as outlined above.

Both TMBC and KCC will endeavour to apply for and seek external funding to run the programme, however the size and capacity of Y2 Crew will depend solely on the amount of funding secured.

**ACCEPTANCE:**

Having carefully considered the terms of the partnership agreement, we the undersigned agree to honour the roles and responsibilities of our partner organisations.

Signed on behalf of TMBC:	Signature: .....
	Name: Robert Styles
	Position: Chief Leisure Officer
	Date: .....

Signed on behalf of KCC:	Signature: .....
	Name: Gaelle Jezequel
	Position: Area Officer (Acting)
	Date: .....