

# West Yorkshire Sport Partnership

## Strategic Actions Progress Tracker - 1 Year Plan

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### Assessment Definitions:

#### Achieved

**GREEN**

**AMBER**

**RED**

Target achieved as planned.

Progress is on target or exceeding plans and expectations.

Progress is slower than expected, some area of concern.

Progress is a lot slower than expected or not started, major area of concern.

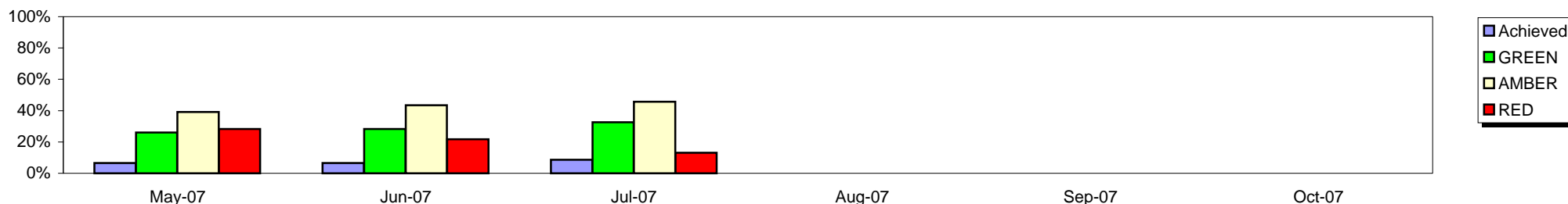
### West Yorkshire Sport Lead Definitions

NH - Nigel Harrison	JB - Joe Baker	LB - Lucy Birkenshaw	JP - Julian Pratt
AL - Andy Lee	SA - Steve Archer	LM - Louise Morby	RF - Rachel Firth
DW - Dean Wilkinson	KT - Kirsty Thornton	SZ - Sarah Zagni	

### Assessment Progress Summary:

**Achieved**  
**Green**  
**Amber**  
**Red**

<b>Current</b>	<b>Previous</b>
<b>9%</b>	<b>7%</b>
<b>33%</b>	<b>28%</b>
<b>46%</b>	<b>43%</b>
<b>13%</b>	<b>22%</b>



**Strategic Aim 1: to create accessible pathways into and through sport and active recreation for all people within West Yorkshire**

Ref	Strategic Action	Resources	Lead	Measure of Success	Position Statement	Assessment
1.1	Establish sub-regional 'fit for purpose' sports development plans and structures	Officer Time and £106k budget	AL	16 sports-specific development plans and implementation structures in place	Staff meeting held to examine thorough partnership working between WYS/NGB's relationship. Funding agreements to be in place by end Aug 07	Amber
1.2	Implementation of the Community Sports Coaching Scheme	Officer Time and £463k grant	JB/DW	70 DCMS funded community sports coaches employed across West Yorkshire, and a total of 30,000 hours of coaching delivered.	52 DCMS funded Community Sports Coaches currently in place. 6 coaches submitted quarterly data. Total coaching hours in the region of 7500	Green
1.3	Review and assess the impact of the Community Sports Coach Scheme	Officer Time	DW	Production of CSCS impact assessment and future implementation proposals report	Project plan structure in place	Amber
1.4	Implementation and management of the Supporting Sports Skills LSC Project	Officer Time and £124k grant	LM/DW	LSC Supporting Sports Skills Project implemented, enabling 550 leaders, coaches and staff to access education and training qualifications	CSLA candidates - 14 Level 1 candidates - 57 level 3 candidates - tbc NVQ candidates - tbc NVQ Assessors - tbc Internal Verifiers - tbc	Amber
1.5	Develop and implement a Club Development Plan	Officer Time and £30k PESCCCL	AL/SA	Club Development project plan embedded in West Yorkshire resulting in 350 sports clubs achieving Clubmark (or equivalent) and 150 school-club links established	Template for Club Development Plan is currently underway. Plan to be completed Sep 07 Currently 331 clubs accredited.	Amber
1.6	Develop and implement a Voluntary Sector Strategy WFD Action Plan	Officer Time plus potential WFD CIF Bid	LM/DW	Volunteers WFD Action Plan embedded and in place in West Yorkshire, supported by a successful CIF Workforce Development bid	Volunteers WFD action plan agreed. Delivery group structure to be confirmed.	Amber

1.7	Develop multi-skills clubs in line with national criteria	Officer Time plus £10k budget	AL/KT	Multi-Skills Community Clubs project plan in place, and the development of 20 multi-skills clubs	community clubs. Enquiries made about logo, and regional joint marketing and promotional package. AL/KT working on MS as a priority for coming month - Aug	Red
1.8	Develop and implement a West Yorkshire Sports Equity Strategy	Officer Time plus £5k budget plus potential WFD CIF Bid	LB/DW	Sports Equity Plan established and embedded in West Yorkshire, supported by a successful CIF Workforce Development bid	Equity Strategy in place. Equity Strategy group to implement. Equity strategy tracker in place. Need at incorporate 1% increase	Amber
1.9	Develop and implement a West Yorkshire Disability Sports Plan	Officer Time plus potential WFD CIF Bid	LB/DW	Disability Sports Plan established and embedded in West Yorkshire, supported by a successful CIF Workforce Development bid	Disability plan in place. Disability Group to implement the action plan. JB to create tracker for the plan	Amber
1.10	Develop and implement a West Yorkshire 'At Risk' Sports Plan	Officer Time plus potential WFD CIF Bid	LB/DW	'At Risk' Sports Plan established and embedded in West Yorkshire, supported by a successful CIF Workforce Development bid	Young People at Risk plan in place. Need to evolve the group and make stronger links with WY Police in terms of delivery	Green
1.11	Develop and implement a West Yorkshire BME Sports Plan	Officer Time plus potential WFD CIF Bid	LB/DW	BME Sports Plan established and embedded in West Yorkshire, supported by a successful CIF Workforce Development bid	BME group to be set up. Liaising with Sporting Equals for support with the group	Red
1.12	Develop and implement a West Yorkshire Women and Girls Sports Plan	Officer Time plus potential WFD CIF Bid	LB/DW	Women and Young Girls Sports Plan established and embedded in West Yorkshire, supported by a successful CIF Workforce Development bid	Women & Girls group to be set up, meeting with Jan 16th Aug	Red
1.13	Development and implementation of West Yorkshire sports-specific Facility Needs Analysis plans	Officer Time	NH/JB	15 sports-specific Facility Needs Assessment and Development plans in place in West Yorkshire	NGB meeting taken place. Steering group established with project plan in place. Draft template produced. Contact with Squash, Canoeing and Cricket for Mapping so far	Green
1.14	Establish and embed sport within Local Development Frameworks	Officer Time	NH	Local Development Framework for Sport plan embedded in West Yorkshire	Audit of LAs carried out. West Yorkshire meeting taken place with an agreement to set up individual District meetings with planners	Green

1.15	Audit and develop programming and cross-boundary working opportunities between local authority sports facilities	Officer Time	JB/DW	LA Sports Facility Performance Measurement procedure in place, reporting a total throughput of 10.4 million visitors	WY Performance meeting held 26/7 requested copies of research lists. 1st throughput report due August 2007	<b>Amber</b>
1.16	Develop and implement a Workforce Development (WFD) Action Plan for Sport in West Yorkshire	Officer Time plus potential WFD CIF Bid	LM/DW	WFD Action Plan for Sport embedded and in place in West Yorkshire	Sub-sector WFD action plans in place and being delivered through working groups	<b>Green</b>
1.17	Develop and implement a Sports Facilities and Operations sub-sector WFD action plan in West Yorkshire	Officer Time plus potential WFD CIF Bid	DW	Sports Facilities and Operations sub-sector WFD action plan embedded and in place in West Yorkshire	LA Training Co-ordinators meeting arranged for 1st Aug 07	<b>Green</b>
1.18	Develop and implement a PE and School Sport WFD action plan in West Yorkshire	Officer Time plus £1k budget plus potential WFD CIF Bid	NH	PE and School Sport WFD action plan embedded and in place in West Yorkshire	PE and Sport core group agreement to plan with delivery programme in place. KS3 / 4 meeting August 2007	<b>Amber</b>

1.19	Develop and implement a professional sports development officers WFD action plan in West Yorkshire	Officer Time plus potential WFD CIF Bid	AL	Professional Sports Development Officer WFD action plan embedded and in place in West Yorkshire	Draft action plan circulated for consultation.	<b>Amber</b>
1.20	Develop and implement a non-traditional sports officers WFD action plan in West Yorkshire	Officer Time plus potential WFD CIF Bid	LB/DW	Non-traditional Sports Officers WFD action plan embedded and in place in West Yorkshire	Non-traditional sports officers WFD action plan produced. Next steps for Equity Strategy Group to endorse and deliver - need to progress the projects	<b>Amber</b>
1.21	Develop and implement a Sports Coaches and Officials WFD action plan in West Yorkshire	Officer Time plus potential WFD CIF Bid	AL/SA	Sports Coaches and Officials WFD action plan embedded and in place in West Yorkshire, and 1500 people accessing training and education opportunities	Core group met, members collating coach ed info to produce more comprehensive published programme. Developing coaches group also to be set up Aug 07 following UK framework launch	<b>Amber</b>
1.22	Implement the Step into Sport programme across West Yorkshire	Officer Time and £24k budget	AL/KT/JP	80% of young people attending a one-day community volunteer conference placed in high quality placements	SIS conference dates set 12th & 14th Nov. Meeting held 17th July to discuss timelines and conference content. Next meeting 12th Sept, with a project planner to be written up with timescales	<b>Amber</b>
1.23	Develop competition pathways and structures in West Yorkshire	Officer Time	AL	Sports competition frameworks agreed, and a WY way forward agreed for the CM structure. Also pathway structure for all sports published	Competition Managers to be consulted for 2006-07 baseline figures. Figures currently being returned. Final up to date player pathway documents being collated.	<b>Amber</b>

**Strategic Aim 2: to develop and influence an integrated sports structure that will provide a mechanism for a single system for sport and active recreation in West Yorkshire**

Ref	Strategic Action	Resources	Lead	Measure of Success	Position Statement	Assessment
2.1	Development of 'fit for purpose' Community Sports Networks	Officer Time and £62k budget	DW	5 Community Sports Networks established, embedded and effectively delivering and reporting achievement against key sub-regional targets	4 CSNs established across West Yorkshire. Self-assessments being set up to review 'embedded' criteria.	Green
2.2	Development of 'fit for purpose' Local Sports Alliances	Officer Time	DW	10 Local Sports Alliances established and embedded as part of the CSN	Bradford to provide LSA presentation at CSN Dev Group meeting in Sept 07	Red
2.3	Continue to develop and establish district PE and sport groups linking to the West Yorkshire core PE and Sport Group	Officer Time and £10k budget	NH	5 PE and Sport groups embedded and in place in West Yorkshire	3 Districts groups in place. Being reviewed in Bradford and Wakefield	Amber
2.4	Promote community use of existing schools/FE/HE sports facilities	Officer Time	NH	Audit and increase the number of schools available with community access	No work to date	Red
2.5	To implement the WYSP communication plan	Officer Time and £5k budget	AL/JP/SZ	<ul style="list-style-type: none"> <li>• 300 personnel receiving the weekly e-mail news bulletin</li> <li>• 10,000 unique visitors to the website annually (Google Analytics)</li> <li>• 45,000 hits on the website (Google Analytics)</li> <li>• Average number of website users per month = 4100</li> <li>• Production of a post 'Poulters Plan'</li> </ul>	<ul style="list-style-type: none"> <li>• Weekly email - 310 recipients</li> <li>• 2 months stats: unique visitors tbc.</li> <li>• 8266 hits on the website</li> <li>• Current Monthly Ave - 4133 users.</li> <li>• PPP being finalised</li> </ul>	Green
2.6	Develop and implement Investment Strategy's across West Yorkshire	Officer Time	DW	Development of 1 CSN level Investment Strategy linked to the Delivery System and CIF portfolios	CF to work with Sport Leeds to produce Investment Strategy. DW to monitor.	Red
2.7	Joint planning days between NGBs, SSPs and Local Authorities	Officer Time	AL/KT	5 District plans in place and 10 sports calendars in place	Successful Planning day took place on 23rd May. KT to investigate where we take ths info from here, and look at mechanisms to collate info for the 5 areas and 12 NGB's who attended. Review day planned for late 07	Green

**Strategic Aim 3: to raise the profile and highlight the contribution of sport and active recreation amongst the widest possible associated networks at a sub-regional level**

Ref	Strategic Action	Resources	Lead	Measure of Success	Position Statement	Assessment
3.1	Deliver and manage the 2007 West Yorkshire Youth Games as a showcase for sports development work in the county	Officer Time and £15k budget	AL/SZ/JP	500 young people participating in the West Yorkshire Youth Games	Evaluation meeting held. Total of 570 participants took part.	<b>Achieved</b>
3.2	Organise Sports Development Conference to increase training and promotion opportunities for the sports workforce across West Yorkshire	Officer Time plus potential WFD CIF Bid	AL/SZ/JP	100 representatives of the West Yorkshire workforce attending the Sport Development Conference day and evening event	Event scheduled for Thursday 25th October 2007	<b>Amber</b>
3.3	Review and identify potential opportunities provided through the Learning Skills Council	Officer Time	DW	Production of Learning Skills Council assessment and proposal report, and development of 2 projects	Meeting to be arranged between LSC, Skills Active and local authority Training Co-ordinators.	<b>Amber</b>
3.4	Manage the preparation and co-ordination of the 2008 West Yorkshire Youth Games	Officer Time	AL/SZ/JP	2 additional sports confirmed. Project plan and key dates confirmed.	Planning has begun Aug 07 and looking to add 2 new sports to event. Details to be confirmed asap.	<b>Amber</b>

**Strategic Aim 4: to carry out joint working practices that will benefit and add value to sport in West Yorkshire**

Ref	Strategic Action	Resources	Lead	Measure of Success	Position Statement	Assessment
4.1	West Yorkshire Sport to attain quality standards	Officer Time and £2k budget	NH	WYS will achieve the Child Protection Intermediate Standard	Intermediate standard achieved	<b>Achieved</b>
4.2	West Yorkshire Sport to attain quality standards	Officer Time	NH	WYS will achieve 'good' assessment in accordance with TAES	'Good' assessment achieved	<b>Achieved</b>
4.3	West Yorkshire Sport to attain quality standards	Officer Time	NH	WYS will achieve a minimum 80% Quest for Sports Development assessment	83% Quest assessment achieved	<b>Achieved</b>
4.4	Investigate how the HE / FE sector can be integrated into the work of the WYSP	Officer Time	NH	Production of assessment report illustrating HE/FE contribution to the Delivery System and Community Sport	Auditing exercise currently being undertaken by Sport England. Report being commissioned by sport England	<b>Green</b>
4.5	To investigate a joint approach to the preparation for the 2012 Olympics	Officer Time	NH	West Yorkshire Sports Legacy plan in place	Discussion at Board meeting. Sub-group to be formed. Regional meeting established	<b>Amber</b>
4.6	Establish a West Yorkshire marketing group that will add value and provide economies of scale for marketing opportunities in the county	Officer Time	AL/JP/SZ	WY Marketing Plan in place, regular meetings take place	Marketing group to discuss plan at next meet Nov 07	<b>Green</b>
4.7	Joint working on the 5 District Sports Strategies	Officer Time	NH/DW	4 District Sports Strategies in place with common headline indicators	2 District Sports Strategies in place. Work on Kirklees commenced. Meetings in place with LAs on LAAs	<b>Amber</b>
4.8	Develop and implement Building Schools for the Future planning	Officer Time	NH	3 LEA BSF Sports Stakeholder Groups establishes in West Yorkshire	Meetings now arranged in Leeds, Bradford and Kirklees	<b>Amber</b>

**Strategic Aim 5: to systematically measure performance of sport and active recreation in West Yorkshire**

Ref	Strategic Action	Resources	Lead	Measure of Success	Position Statement	Assessment
5.1	Provide the WYSP Board quarterly performance management reports against the WYSP Annual Service Plan	Officer Time	DW/JB	Production of quarterly performance management reports against the WYSP Annual Service Plan	First quarter performance summary report produced for the board in July 2007. Second quarter performance summary report due October 2007.	<b>Green</b>
5.2	Provide the Board with quarterly finance updates against the WYS budget	Officer Time	NH/RF	Production of quarterly finance updates against the WYS budget	1st quarterly finance update due end of June 07	<b>Green</b>
5.3	Develop and implement a performance measurement framework and collection system in West Yorkshire	Officer Time	DW/JB	Performance measurement framework and collection system embedded in West Yorkshire	National CSP performance framework in place. Performance summary reports to be produced on a quarterly basis (see 5.1). Monthly service plan reports available online.	<b>Green</b>
5.4	Implement and promote the performance of the WYSP against the Annual Service Plan	Officer Time	DW/JB	Presentation of 11 monthly tracking reports against the Annual Service Plan on the website, and 1 end of year tracker report.	June tracker finalised. July tracker being updated.	<b>Green</b>