

# 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.

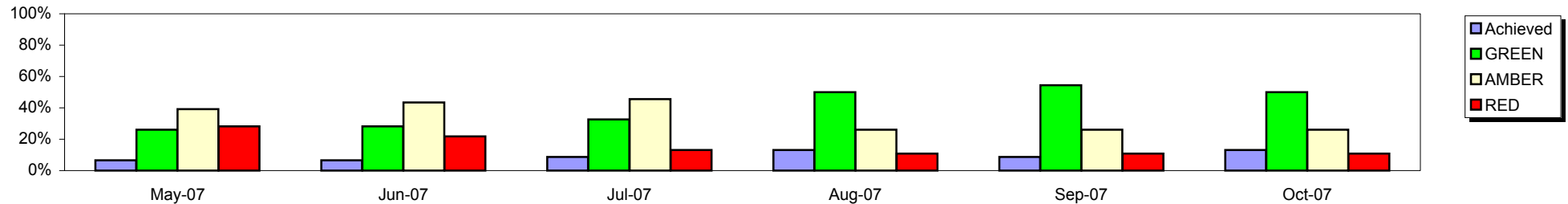
Progress is a lot slower than expected or not started, major area of concern.

### 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:

<b>Achieved</b>	<b>Current</b>	<b>Previous</b>
<b>Green</b>	<b>13%</b>	<b>9%</b>
<b>Amber</b>	<b>50%</b>	<b>54%</b>
<b>Red</b>	<b>26%</b>	<b>26%</b>
	<b>11%</b>	<b>11%</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	Funding agreements with all sports in place, including SiS element. Central sports pot allocated with view to continue funding agreements 08.	<b>Green</b>
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.	6 month CSC monitoring figures being prepared.	<b>Green</b>
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	CSCS evaluation statistics compiled. Impact assessment report to be produced	<b>Amber</b>
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 - 53 completed Level 1 candidates - 125 completed level 3 candidates - 5 completed NVQ candidates - 13 registered NVQ Assessors - 7 registered Internal Verifiers - 1 registered total number of candidates registered - 314	<b>Amber</b>
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	Club development plan complete 31.10.07. To reps to be invited to the November F&O Group to focus on specific WFD plan items.	<b>Amber</b>
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	WY Volunteer Development group to take place on 10th September - the WY volunteer development plan was discussed and amended accordingly, next meeting in new year 2008. LM has been provided with LA updates	<b>Amber</b>

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	First steps to package multi-skills community clubs. Enquiries made about logo, and regional joint marketing and promotional package. AL/KT working on MS was a priority for Aug 07. Discussions with DW re: facility managers group questions the directions of this target. All or Nothing?? No change Sept 07 or Oct 07	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 transitional statements have been sent out to the group. Along with an email outlining that an annual meeting will take place	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	FDSO and Sport England to discuss how to work together on disability. LB to meet with Fiona Hall on the 14th Nov to progress a single plan for West Yorkshire. LB to look into costings to cover disability whilst on maternity leave	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	Connect with Sport group have been notified of changes to LB's role. It was agreed to organise an annual meeting / seminar.	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	On hold	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	On hold	Red
1.13	Development and implementation of West Yorkshire sports-specific Facility Needs Analysis plans	Officer Time	NH/JB/DW	15 sports-specific Facility Needs Assessment and Development plans in place in West Yorkshire	NGB's facility plan progress being tracked and draft plans being produced. NGBs to be reminded at the Regional Forum on 19th Nov.	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. Meetings with planning officers from Leeds, Bradford and Calderdale carried out - Wakefield and Kirklees to follow. Various stages of LDF but profile of sport raised in those areas.	<b>Green</b>
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 planed for 15/11. Copies of research programmes slow in coming forward. 2nd Qtr report behind schedule	<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 deleivered 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	TO reps to be invited to the November F&O Group to focus on specific WFD plan items.	<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. Plan being implemented	<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	WFD plans in place to be discussed at next SDM meet Dec 07	<b>Green</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	Need to create the business plan for the Equality and Diversity Training CIF application. LB to organise meeting with SA with regards the Leeds Met proposal	<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 Dec/Jan following RWA process discussions with scuk	<b>Green</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 12th & 14th Nov. Meeting held 1st Nov to confirm the programme progress and conference logistics. Project planner written and in good progress. Learning mentor training held 1st & 4th Oct. Brochures returned. NGB's FA's drawn up to engage clubs	<b>Green</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	CM meeting to discuss future roll out of programme Nov 07. Final up to date player pathway documents being collated.	<b>Green</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. CSNs to complete self-assessments against agreed embedded and effective 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	LSA presentation provided by Bradford at last CSN Dev Group. LSA to continue as regular agenda item.	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	Districts groups in place. New group established in Wakefield as part of the CSN.	Green
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	Work taking place in each District. BSF community use conference taken place.	Amber
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 - 441 recipients</li> <li>• 6 months stats: 12000 unique visitors.</li> <li>• 20000 hits on the website</li> <li>• Current Monthly Ave - 4133 users.</li> <li>• PPP being planned</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	Consultants recruited by SE to review development of CSPs and impact of Delivery System.	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 this info from here, and look at mechanisms to collate info for the 5 areas and 12 NGB's who attended. <i>Review developed for late 07</i>	Green

<b>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</b>						
<b>Ref</b>	<b>Strategic Action</b>	<b>Resources</b>	<b>Lead</b>	<b>Measure of Success</b>	<b>Position Statement</b>	<b>Assessment</b>
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	Conference held	<b>Achieved</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	Awaiting tender guidelines for new LSC projects. TO colleagues to attend next facility Group.	<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.	Rules etc confirmed, issues with 1 or 2 sports	<b>Green</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	England. Yorkshire FE College meeting attended. Met with WY Consortium of Colleges with a view to establishing a WY sports FE group in early 2008	<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	Meeting arranged in December to take forward	<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 Dec 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	3 District Sports Strategies in place. Work on Kirklees and Calderdale commenced.	<b>Green</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>Green</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	JB/DW	Production of quarterly performance management reports against the WYSP Annual Service Plan	Second quarter performance summary to be written. Data collated on CSCs, PESSCL and Market Segmentation	<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	Quarterly reports to Board in June and September	<b>Green</b>
5.3	Develop and implement a performance measurement framework and collection system in West Yorkshire	Officer Time	JB/DW	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>Achieved</b>
5.4	Implement and promote the performance of the WYSP against the Annual Service Plan	Officer Time	JB/DW	Presentation of 11 monthly tracking reports against the Annual Service Plan on the website, and 1 end of year tracker report.	5 monthly trackers finalised and on web. October tracker currently being completed.	<b>Green</b>