

Delivering the Partnership			
Key Tasks	Milestone	Target date	Resources
Implementing the Partnership Governance Framework	<ul style="list-style-type: none"> <li>• Full Board recruited &amp; quarterly meetings planned</li> <li>• Directors Steering Group established &amp; quarterly meetings planned</li> <li>• Partnership Sub Groups identified &amp; agreed by Board</li> <li>• Revising the Memorandum of Understanding</li> <li>• Completing the Heads of Agreement between Host Agency &amp; the Partnership Board</li> </ul>	31st March 07 30th April 06 Sep 06 1st Sept 06 30th June 06 31st May 06	£3,000
Developing Sub Regional Networks	<ul style="list-style-type: none"> <li>• Identifying useful sub regional networks/sub groups i.e. Best Practice/Bench-Marking/Sports Development etc</li> <li>• Co-ordinating the establishment of agreed sub regional network</li> </ul>	1st Sept 06  31st March 07	£500
Establish clear roles and responsibilities between the Partnership and Core Services Team	<ul style="list-style-type: none"> <li>• Partnership Directors to meet Core Services Manager</li> <li>• Agree Roles &amp; Responsibilities</li> <li>• Sign off 1 Year Core Services Delivery Plan</li> </ul>	30th April 06 30th April 06 30th April 06	£1,000
Establish clear roles and responsibilities between the Partnership and Sport England London Region and other regional partners	<ul style="list-style-type: none"> <li>• Establish monthly Director Meetings for next 12 months</li> <li>• Agree Roles &amp; Responsibilities and communication mechanisms</li> </ul>	30th April 06 30th Sep 06	£1,000
Partnership Launch	<ul style="list-style-type: none"> <li>• Sub Regional Partnership Launch</li> </ul>	30th June 06	£5,000
Building the human resource of the sub region	<ul style="list-style-type: none"> <li>• Partnership Staff Continuous Professional Development Programme</li> <li>• Identify support staff required in first 12 months</li> <li>• Training &amp; Education opportunities for sub regional partners</li> </ul>	31st March 07 31st May 06 31st March 07	£1,000 £25,000 £5,000
Supporting Partnership Infrastructure	<ul style="list-style-type: none"> <li>• Partnership Director Salary (including on costs &amp; expenses)</li> <li>• Operating Budget i.e. Office costs</li> </ul>	1st April 06 1st April 06	£62,000 £15,000

<b>Objective: Strategic Co-ordination</b>			
<b>Key Tasks</b>	<b>Milestone</b>	<b>Target date</b>	<b>Resources</b>
Develop Partnership Strategy 2007 - 2016	<ul style="list-style-type: none"> <li>• Sub Regional research completed</li> <li>• Analysis/Needs Assessed</li> <li>• Strategic Priorities identified</li> <li>• Draft Strategy completed &amp; sent out for consultation</li> <li>• Final Strategy written and approved by Board</li> <li>• Strategy submitted to London Sports Board for approval</li> </ul>	1 <sup>st</sup> April 06 - 31 <sup>st</sup> October 06	£20,000
Develop Delivery Plan 2007 - 2009	<ul style="list-style-type: none"> <li>• 2 Year Delivery plan to support the Strategy implementation</li> <li>• Delivery plan submitted to London sports Board for funding</li> </ul>	October 06 - 31 <sup>st</sup> March 07	Officer time
Advocacy & Lobbying	<ul style="list-style-type: none"> <li>• Ensure the Partnership is represented on key forums/groups/meetings</li> </ul>	31 <sup>st</sup> March 07	Officer Time
Review and evaluate Pan London Core Services	<ul style="list-style-type: none"> <li>• Agreeing future of Core Services beyond March 07</li> </ul>	October 06	Officer time
Identifying and developing local community sport and physical activity networks	<ul style="list-style-type: none"> <li>• Evaluating the PMP Consultation of existing networks (2 per sub region) and disseminate resulting good practice across the sub region</li> <li>• Identifying and supporting the development of further local sport and physical activity networks</li> </ul>	31 <sup>st</sup> March 07	Officer time
Ensuring synergy with Sub Regional Olympic and Paralympics Plans	<ul style="list-style-type: none"> <li>• Partnership are activity contributing to the development of Olympic and Paralympics plans</li> <li>• Partnership maximising any Olympic and or Paralympics opportunities for the sub region</li> </ul>	31 <sup>st</sup> March 07	Officer time

<b>Objective: Marketing and Communications</b>			
<b>Key Tasks</b>	<b>Milestone</b>	<b>Target date</b>	<b>Resources</b>
Develop a Marketing and Communications Strategy to support the Partnership 2007-2016 Strategy	<ul style="list-style-type: none"> <li>Developing the Partnership Brand (including Regionally agreeing 5 x Partnership's Names)</li> </ul>	30 <sup>th</sup> June 06	£8,000
	<ul style="list-style-type: none"> <li>Ensuring the Partnership is communicating with all Partners on a regular basis i.e. Newsletters, emails, web pages</li> </ul>	30 <sup>th</sup> April 06	
	<ul style="list-style-type: none"> <li>Utilising the Regional Database of National, Regional and Sub Regional information</li> </ul>	30 <sup>th</sup> June 06	
Promoting the Partnership host Agency	<ul style="list-style-type: none"> <li>See 'Delivering the Partnership' for detail to be included in Heads of Agreement document i.e. logos, host communications departments etc</li> </ul>	31 <sup>st</sup> May	See Delivering the Partnership
Raising the Profile of the new Partnership and the work of the partners	<ul style="list-style-type: none"> <li>Ensure that the Partnership is known throughout the sub region and key stakeholders understand the vision role and functions</li> <li>Raise the profile of key stakeholders work both locally and sub regionally</li> </ul>	30 <sup>th</sup> June 06	See Marketing & communication strategy

<b>Objective: Investment</b>			
<b>Core Funding: KPI funding - Amount of further investment generated for sport and active recreation</b>			
<b>Key Tasks</b>	<b>Milestone</b>	<b>Target Date</b>	<b>Resources</b>
Developing an Investment Strategy	<ul style="list-style-type: none"> <li>Sub Regional funding opportunities identified</li> </ul>	31 <sup>st</sup> March 07	£1,000
	<ul style="list-style-type: none"> <li>Sub Regional Strategic Priorities &amp; Opportunities analysed</li> </ul>		
	<ul style="list-style-type: none"> <li>Final Strategy written and approved by Board</li> </ul>		
Supporting partners applications for funding where appropriate	<ul style="list-style-type: none"> <li>Further investment received</li> </ul>	31 <sup>st</sup> March 07	

<b>Objective:</b> Develop and Enhance Pathways - Young People and Adults			
<b>Core funding KPI Participation- Total number of Participants (by Priority Group)</b>			
<b>Key Tasks</b>	<b>Milestone</b>	<b>Target Date</b>	<b>Resources</b>
Engaging with National Governing Bodies of Sport	<ul style="list-style-type: none"> <li>Agreed Regional Engagement process with National Governing bodies</li> <li>Sub Regional Analysis of NGB Plans &amp; Targets</li> </ul>	1 <sup>st</sup> April 06 31 <sup>st</sup> May 06	Officer Time
Developing School Sports Partnership Relationships	<ul style="list-style-type: none"> <li>Partnership fully engaging with School Sports Partnership via Strategy Development</li> </ul>	31 <sup>st</sup> October 06	Officer Time
Brokering Relationships between School Sports Partnerships, National Governing Bodies of Sport and other partners	<ul style="list-style-type: none"> <li>Where appropriate broker the delivery of PESSCL school club links programmes between all relevant partners</li> <li>Share with partners NGB Pathways &amp; Competition Frameworks where available</li> <li>Support where relevant the implementation of the YST Competition Manager roll out</li> </ul>	31 <sup>st</sup> March 07 31 <sup>st</sup> March 07 31 <sup>st</sup> March 07	Officer Time
Supporting Partner CPA/LAA Targets	<ul style="list-style-type: none"> <li>Identifying how the Partnership can support the achievement of CPS/LAA targets</li> <li>Providing opportunities (formal and/or informal) for Partners to share examples of good practice</li> </ul>	31 <sup>st</sup> October 06 31 <sup>st</sup> March 07	See Special Project Performance Measurement
Developing a sub regional system for sign posting adults and young people to sport and physical activity	<ul style="list-style-type: none"> <li>Utilise systems such as Active Places, Sports Hub, local information to provide a first stage sign posting system for adults and young people</li> <li>Ensuring Everyday sport is a key component of this system</li> </ul>	31 <sup>st</sup> March 07 31 <sup>st</sup> March 07	£500 See also Marketing & Communication plan
Special Projects (young people and adults)	<ul style="list-style-type: none"> <li>Projects to be identified across sub region to support the delivery of participation target.</li> <li>Special project delivery</li> </ul> <p>e.g. Sporting ambassadors - AIM Higher London - young people into education</p>	31 <sup>st</sup> March 07 31 <sup>st</sup> March 07	£20,000

<b>Objective:</b> Building Capacity - Club & Work Force (Skills) Development (Coaches & Volunteers)			
<b>Core Funding KPI Accreditation</b> - Organisational Accreditation, <b>KPI Membership</b> - Total number of active members, <b>KPI Coach</b> - Number of qualified coaches, <b>KPI Volunteer</b> - Number of volunteers			
<b>Key Tasks</b>	<b>Milestone</b>	<b>Target Date</b>	<b>Resources</b>
Core Services Delivery	<ul style="list-style-type: none"> <li>Sign off 1 Year Core Services (Clubs, coaches and volunteers) Delivery Plan</li> <li>Where possible sub regionalise delivery plan</li> <li>Share with Sub Regional Partners Core Services Plan</li> </ul>	30 <sup>th</sup> April 06 30 <sup>th</sup> April 06 30 <sup>th</sup> April 06	Officer time
Identifying club needs	<ul style="list-style-type: none"> <li>Sub Regional research and analysis to include identification of club needs</li> <li>Club development to be included in Partnership Strategy &amp; Delivery plan</li> </ul>	31 <sup>st</sup> October 06  31 <sup>st</sup> March 07	See Strategic Coordination
Identifying coach needs	<ul style="list-style-type: none"> <li>Sub Regional research and analysis to include identification of coach needs</li> <li>Coach development to be included in Partnership Strategy &amp; Delivery plan</li> </ul>	31 <sup>st</sup> October 06  31 <sup>st</sup> March 07	See Strategic Coordination
Identifying volunteer needs	<ul style="list-style-type: none"> <li>Sub Regional research and analysis to include identification of volunteer needs</li> <li>Identify and develop links with Voluntary Sector agencies both sporting and non-sporting.</li> <li>Maximising LOCOG volunteer opportunities</li> <li>Volunteer development to be included in Partnership Strategy &amp; Delivery plan</li> </ul>	31 <sup>st</sup> October 06  31 <sup>st</sup> March 07 31 <sup>st</sup> March 07 31 <sup>st</sup> March 07	See Strategic Coordination  £3,000
Identifying work force needs	<ul style="list-style-type: none"> <li>Partnership to work with Skills Active to utilise sub Region skills audit</li> <li>Work force development to be included in Partnership Strategy &amp; Delivery</li> </ul>	31 <sup>st</sup> October 06  31 <sup>st</sup> March 07	£5,000
Linking FE/HE to employers	<ul style="list-style-type: none"> <li>Work with relevant partners to develop structured links between HE/FE re work experience, volunteering, mentoring, syllabus development, guest speaker.</li> </ul>	Dec 06	Officer time
Special Projects (clubs, coaches, volunteers & skills)	<ul style="list-style-type: none"> <li>Projects to be identified across sub region to support the delivery of building capacity targets.</li> <li>Special project delivery</li> </ul>	31 <sup>st</sup> March 07  31 <sup>st</sup> March 07	£20,000

<b>Objective:</b> Performance Measurement and Standards			
<b>Core Funding Target; KPI Accreditation - Organisational Accreditation</b>			
<b>Key Tasks</b>	<b>Milestone</b>	<b>Target date</b>	<b>Resources</b>
Child Protection Standard	<ul style="list-style-type: none"> <li>Partnership to adopt LAP Policy</li> <li>Partnership to complete Implementation Plan (and achieve Preliminary Level)</li> <li>Partnership to achieve Intermediate Level</li> </ul>	1 <sup>st</sup> April 06 1 <sup>st</sup> Sept 06 1 <sup>st</sup> Sept 07	£500
Equality Standard for Sport	<ul style="list-style-type: none"> <li>Partnership to achieve Preliminary Level</li> </ul>	31 <sup>st</sup> March 07	£500
Towards an Excellent Service	<ul style="list-style-type: none"> <li>Partnership to Achieve Fair Rating</li> </ul>	Sept 06	£1,000
Develop Partnership KPI's	<ul style="list-style-type: none"> <li>Partnership Board sign up to Core Funding KPI's</li> <li>Via Strategy and Delivery Plan process agree Partnership KPI's</li> </ul>	1 <sup>st</sup> April 06 31 <sup>st</sup> March 07	Officer Time
Developing a system that can demonstrate impact and evidence for future funding by collecting and analysing comparable data across and between Partners	<ul style="list-style-type: none"> <li>Engage with Partners to develop a system specification i.e what sort of data do we want to share and analyse, how best to present it</li> <li>Partnership has liaised with 5 x Partnerships to share specifications and potential costs</li> <li>All Partnerships have agreed specification and implementation time scales</li> </ul>	31 <sup>st</sup> March 07  31 <sup>st</sup> March 07  31 <sup>st</sup> March 07	£5,000
Active People Survey information shared with partners	<ul style="list-style-type: none"> <li>Partnerships disseminated Active People Survey results to interested stakeholders</li> </ul>	28 <sup>th</sup> February 07	Officer Time
Special Projects (Performance Measurement)	<ul style="list-style-type: none"> <li>Projects to be identified across sub region to support the delivery of Performance Measurement target i.e bench marking, TAES, etc</li> <li>Special project delivery</li> </ul>	31 <sup>st</sup> March 07  31 <sup>st</sup> March 07	£20,000
<b>Total Expenditure</b>			<b>£223,000</b>