



Prosperous Communities

Tuesday, 29 October 2024

Subject: Sport & Physical Activity Task & Finish Group

Report by:	Director of Planning, Regeneration and Communities
Contact Officer:	Grant White Communities Manager grant.white@west-lindsey.gov.uk
Purpose / Summary:	To establish a task and finish group (including terms of reference) to oversee and direct the development of a new Sport & Physical Activity Strategy for West Lindsey.

RECOMMENDATION(S):

1. That Committee establish a task and finish group (Sport & Physical Activity Task and Finish Group, SPATFG) to support the collaborative development of the new Sport & Physical Activity Strategy.
2. That Committee adopt the draft terms of reference (Appendix 1) for the Task and Finish Group, including the appointment of members to the SPATFG.
3. That Committee, subject to approving recommendations 1 and 2, propose five (5) members (comprising cross party and cross district member representation) to sit on the SPATFG.

IMPLICATIONS

Legal:

There are no legal implications arising from this report.

(N.B.) Where there are legal implications the report MUST be seen by the MO

Financial: FIN/79/25/SL

There are no financial implications arising from this report.

Staffing :

There are no staffing implications arising from this report. The task and finish group will be supported by the Communities Team. Other officers will attend the task and finish group as required.

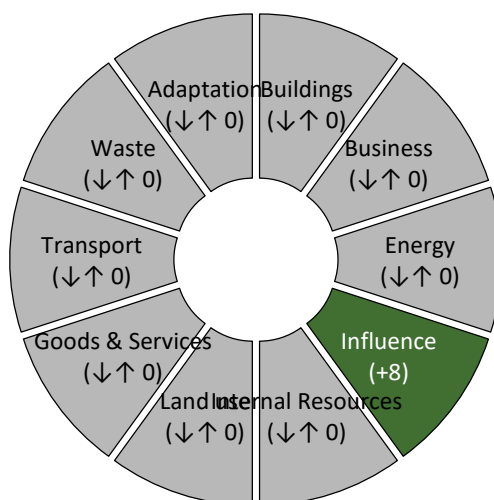
Equality and Diversity including Human Rights :

There are no implications arising from this report.

Data Protection Implications :

There are no implications arising from this report.

Climate Related Risks and Opportunities :



There are no identified impacts on climate risk or opportunities associated with this report and the establishment of the task and finish group. Due consideration to climate related risks and opportunities will form part of wider work by the task and finish group as appropriate.

Section 17 Crime and Disorder Considerations :

Not applicable.

Health Implications:

A key outcome of this work is to develop a Sport & Physical Activity Strategy. This will set the approach of the Council to the development and support of sport and physical activities across the district. This will have a longer-term impact on health and wellbeing.

The task and finish group will provide appropriate considerations and links to other relevant health strategies and priorities.

Title and Location of any Background Papers used in the preparation of this report:

None

Risk Assessment :

None

Call in and Urgency:

Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

x

Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No

1 Introduction

- 1.1 The Council has a core vision that **West Lindsey is a great place to be where people, businesses and communities can thrive and reach their full potential**. The effective provision of sport, physical activity and active leisure opportunities is a key aspect of achieving this vision.
- 1.2 To support the core vision and help us to achieve Corporate Plan priorities, we have committed to establishing a Sport & Physical Activity Strategy. The Council does not currently have a strategy focussed on this area of delivery and its implementation will ensure a clear focus is established including associated actions the Council will take in the future.
- 1.3 The development of a Sport & Physical Activity Strategy (or as the strategy is named) will set out how the Council will play an important role in supporting the development of sport and physical activity provision across the district.
- 1.4 On 9th July 2024, Prosperous Communities Committee approved a report acknowledging work completed and in-progress to create a new staff resource and develop a Sport & Physical Activity Strategy.
- 1.5 A collaborative approach to the development of the strategy will enable consensus direction at key decision points to inform and shape the strategy for final committee approval.
- 1.6 To support this approach, this report recommends that Prosperous Communities Committee approves the formation of an informal and inclusive officer/member task and finish group to shape the strategy.
- 1.7 This approach replicates task and finish groups that have been previously established by Prosperous Communities Committee to support the development of other council strategies (such as the Economic Growth Strategy).

2 Task and Finish Group

- 2.1 The purpose of the Sport & Physical Activity Task and Finish Group (SPATFG), made up of officers and members, is to provide an informal steering and collaboration forum for the development of a Sport & Physical Activity Strategy.
- 2.2 The SPATFG will steer and shape the development of the strategy during Stages 1 to 6 of the proposed strategy milestones:

Stage	Activity
1. Look and Feel	<ul style="list-style-type: none">• Length of document.• Style of document.• Language of document.

2. Strategic Assessment and Analysis	<ul style="list-style-type: none"> • Strategic evaluation. • Evaluation of current provision. • Analysis of trends. • SWOT analysis
3. Stakeholder Engagement	<ul style="list-style-type: none"> • Consultation with key stakeholders such as sports club, groups, parish/town councils and wider partners.
4. Goal Setting	<ul style="list-style-type: none"> • The definition of clear and achievable Sport & Physical Activity ambitions and goals.
5. Action Planning	<ul style="list-style-type: none"> • Development of specific strategies and initiatives to achieve goals.
6. Performance Measurement	<ul style="list-style-type: none"> • Identification of key performance indicators (KPI's) to measure the success of implemented strategies.
7. Implementation	<ul style="list-style-type: none"> • Approved strategy. • Delivery of Action Plans.
8. Monitoring	<ul style="list-style-type: none"> • Time bound assessment & measurement of progress.
9. Evaluation	<ul style="list-style-type: none"> • Review and evaluate success, delivery and impact.
10. Adaption and Improvement	<ul style="list-style-type: none"> • Modification of the strategy to reflect changing circumstances. • Incorporate lessons learned and stakeholder feedback.

- 2.3 The SPATFG is intended as a discussion/steering forum only and will not approve elements of the strategy as they are produced. Prosperous Communities Committee will retain responsibility for strategy approval.
- 2.4 This report proposes that the SPATFG is comprised of five (5) members (at the discretion of Prosperous Communities Committee). This will be complimented by a mix of key council officers in Communities, Culture, Policy & Strategy and Communications.
- 2.5 Membership will comprise of cross party and cross district member representation.
- 2.6 Members of the task and finish group will be appointed by Prosperous Communities Committee but do not need to serve on that committee.
- 2.7 Due to the specific and limited nature of the SPATFG, it is proposed that the group will not be formally chaired, and sessions will be facilitated by the senior officer in attendance.
- 2.8 The draft terms of reference for the task and finish group are included with this report as **Appendix 1**.

3 Recommendations

- 3.1 That Committee establish a task and finish group (Sport & Physical Activity Task and Finish Group, SPATFG) to support the collaborative development of the new Sport & Physical Activity Strategy.
- 3.2 That Committee adopt the draft terms of reference (Appendix 1) for the Task and Finish Group, including the appointment of members to the SPATFG.
- 3.3 That Committee, subject to approving recommendations 1 and 2, propose five (5) members (comprising cross party and cross district member representation) to sit on the SPATFG.