

***Partnership  
Agreement Form  
2020/21***

***for Local Authorities***

***sportwales  
chwaraeoncymsu***

# PARTNERSHIP AGREEMENT FORM 2020/21

This form has been designed to be completed with Sport Wales

## PARTNER INFORMATION

Name of Organisation:	Neath Port Talbot County Borough Council
Address of Organisation:	PASS Office, Margam Park, Neath Port Talbot, SA13 2TJ
Name of Main Contact:	Paul Walker
Email of Main Contact:	p.walker@npt.gov.uk

## CAPABILITY FRAMEWORK

To ensure that we are investing public money responsibly, together with partners we have developed a new Capability Framework to support the continuous improvement of organisations so that they are best prepared to achieve their potential. In order for us to have confidence, we require you to meet the Essential Requirements below by March 2020. Please self-certify that your organisation has the following Essential Requirements:

The organisation is appropriately constituted with a Governing Document, rules & regulations. All regulatory & statutory requirements are being met.	Yes
A self-declaration that the organisation complies with all relevant legal and statutory obligations, including HR if there are employees.	Yes
The organisation has appropriate insurance arrangements to protect its resources and people.	Yes
An Equality Policy is in place & supported by a public commitment.	Yes
A Safeguarding Policy is in place & supported by a public commitment.	Yes
Annual Accounts & financial compliance with statutory and regulatory recommendations and obligations.	Yes

Please add any additional comments you wish to make here:

The AYP Co-ordinators attend the leisure and culture scrutiny Committee to present both the outputs from the previous year and their proposed sports plan for the next financial year.

## FREE SWIMMING

Please note any key areas/projects or amendments to your current Free Swimming plan here.

No change

## INVESTMENT PRIORITY AREAS

Our Strategy commits us to investing across six Investment Priority Areas. We'd be interested to hear where your insight suggests you can impact most. Please highlight the areas you envisage working in over the next year and add a brief description about what you plan to do, why and how you plan to learn.

For more information about our Investment Priority Areas please see [Appendix A](#) below.

The Physical Activity Sport Service Neath Port Talbot has a vision of 'promoting a better life through active living'. The team will look to impact the lives of Neath Port Talbot residents by providing a variety of opportunities for children, young people and adults to be active, the design of the offer will look to supplement the current provision and create

new opportunities for people to be active in a variety of different sports and activities. What we will do in the next 12 months will be aligned to the PASS service objectives and areas of priorities as identified in the NPTPASS strategic plan 2020-21.

The Active Young People team will be focused mainly on (PASS service objective 1) "Increasing opportunities for children and young people". We will consult with young people, families and the local population to engage them to design the offer for physical activity and sport in Neath Port Talbot for children. We will do this through focus groups, communicating with stakeholders, young ambassadors and surveys.

By providing opportunities to be physically active from early years we will be giving every young person an opportunity for a great start which will in turn maximise their wellbeing and readiness for learning.

We will:

- Develop targeted programmes with early years practitioners such as creche staff support sessions and primary and community-based tots sessions, focusing on areas of great need and deprivation (Foundation).
- Developing family engagement opportunities so that they are integrated into our programmes to help families come together and build confidence and motivation for them to make lifestyle changes. These will be person-centred and create positive experiences for long-term involvement in physical activity (Foundation and Participation).
- Strengthen the extra-curricular opportunities in priority primary schools (Foundation).
- Work with young people who may not have acquired the skills or confidence to be active when they were younger, ensuring that there is a focus on developing physically literacy across the ages (Foundation and Participation).

Why we are focusing on this area:

- Alignment to NPTs Wellbeing Objective 1 "To improve the wellbeing of children and young people and Wellbeing" Objective 2 – "To improve the wellbeing of adults that live in the county borough".
- 12.4% of children in NPT are classed as obese, which is 9<sup>th</sup> out of the 22 authorities in Wales.
- Our 2018 School Sport Survey data shows that 49.6% of children in NPT are active 3x a week or more, but the difference between primary and secondary age is 44.7% and 53.5%, respectively. Our primary school % is below the Welsh average.
- To increase the number of physically literate children and to develop this from a younger age.
- As a service sitting within the Education Directorate, we are challenged on our contribution to children and young people.
- Currently, early years and CYP are priority target groups of the Swansea Bay Physical Activity Alliance and, as one of the two LAs in the region, we want to maximise the opportunity to collaborate with our health partners to expand the contribute our work makes to wider health and wellbeing priorities.

PASS Service Objective 3 is to "Recruit, train and develop a strong workforce and pool of volunteers to deliver our programmes". In order to deliver high quality provision and opportunities to lead activities, the workforce needs to be trained and developed (all Investment Priority areas).

We will:

- Ensure that a pathway is developed that encourages young leaders through the Young Ambassador programme to develop into future coaches and leaders,
- Work with partners such as local sports clubs, community organisations, schools, colleges and universities to train and develop a suitable coaches and volunteers to deliver and lead high quality physical activity and sport opportunities.

A highly skilled workforce is one of the keys to success as recently highlighted in the AYP review.

We will:

- Assess the training needs of our staff to ensure they have the appropriate skills and behaviours to deliver the PASS objectives.

- Provide appropriate CPD to ensure staff confidence and motivation is maintained and developed.

Why are we focusing on this area:

- To ensure that our volunteer workforce is fit for the future.
- To ensure that our workforce has the skills to deliver against what communities are requesting.
- To ensure that our staff are able to move with constant change and demands.
- To strengthen our workforce in light of annual budget reduction, with the need to protect the quality that we have within our team.
- To be confident in working with non-traditional partners i.e. BME communities
- Aligned to NPTs Wellbeing Objective 2 – “To improve the wellbeing of adults that live in the county borough”.

PASS Service Objective 4 is to “Create sporting pathways in focus sports across NPT”. The team will focus on selected sports (netball, badminton, mountain biking, disability sport) to build and create an inclusive affordable sporting pathway to ensure that children can play sport recreationally and competitively in their local area (Participation and Progression).

We will:

- Promote funding opportunities to help local community sport programmes grow and offer support and advice where appropriate.
- Offer extra-curricular taster sessions linked to the development of community clubs. For example to increase mountain bike membership in the community provision we will provide free taster sessions with local school groups for them to experience the activity, environment and to break down barriers for them to have the confidence to sign up.
- Strengthen existing/create new partnerships with the national governing bodies and other organisations that could add value in order to sustain and enhance the provision.
- Continue to prioritise and engage with primary-aged girls across NPT.
- Actively promote and encourage use of the outdoor environment and make use of the natural resources in NPT, through targeted projects such as mountain biking, recreational running and holiday camps.
- We will develop our collaborative working with organisations such as Street Games, the youth service, Swansea City Community Trust, community-based organisations, schools and other partners identified that can bring added value.

Why:

- Aligning to NPTs WB Objective 1 “To improve the wellbeing of children and young people and Wellbeing”; WB Objective 2 “To improve the wellbeing of adults that live in the county borough”; WB Objective 3 “To develop the local economy and environment so that the well-being of people can be improved”.
- Participation in sport, confidence and motivation is lower in girls than in boys across all ages
- 96% of girls are saying that they want to do more sport
- Our 2018 School Sport Survey data shows that 49.6% of children in NPT are active 3x a week or more, but the difference between primary and secondary age is 44.7% and 53.5%, respectively. Our primary school % is below the Welsh average.
- Reacting to what children and young people are telling us that they want.
- There are significant areas of deprivation in Neath Port Talbot and the data/statistics available from sources such as the school sport survey, deprivation statistics and ASB data from the police highlights the need to provide more opportunities for children and young people in these areas to be active.

Promotion and communication of information is one of the keys to development (PASS objective 7), as a team we will ensure that we use a variety of different sources to promote the sport and activity offer and promote the activities that the service provides. Social media is an important tool to use and we will continue to grow our following on the pages and accounts that we run in order to co-ordinate and promote our offers, events and festivals.

### How we will learn

We will enter into a journey of developing, reviewing and adapting projects to ensure that we are sustainable and successful in our approach. We will do this from gathering formal and informal feedback from the team, partners, communities and people we interact with. Case studies will be something to showcase and share the impact of the programmes and projects. We will use a tracking system to look at trends and demand for activities in different areas this information can help us gather insight into success and challenges. Data and statistics will be collected and analysed to gather feedback on specific targeted projects. National and regional data, such as School Sport Survey reports at individual school and LA level, can be used to track overall performance and for us to learn from success and challenges in our authority and in others.

To ensure that the local team can learn from success and challenges monthly meetings will be held to share information, this will feed into quarterly full team meetings held in PASS. Co-ordinators will attend regional and national meetings and events and feedback information to officers and PASS staff. 2 in house staff training events are used to provide feedback and to get feedback from the coaches that are on the front line delivering to participants. Formal feedback will be submitted termly on an operational planning document and this information will be used to share our learning with Sport Wales and other partners. We encourage the team to meet regularly with each other, in small teams to work on projects, to meet regularly with their line managers and communicate their learning in order to impact future and current delivery.

### Scenario Planning

The service has received ongoing budget reductions and with wages and costs increasing this has been an ongoing challenge for the team to absorb the reduction of resources without physically losing members of staff. We will look to generate income next year to absorb a 5% reduction in funding. Unfortunately, a 10% reduction in funding would require a restructure and the loss of staffing resources.

### **EQUALITY**

One of our strategic intents is to make sure everyone has the opportunity to play sport. To this end, please let us know of any areas that you are planning to address to contribute to tackling inequalities across Wales and provide a brief overview of the work. Please indicate below where you will target action to address known inequalities.

Gender	BME	Disability	Socio economic deprivation	Welsh Language
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There are selected groups in Neath Port Talbot that historically may have had less opportunities due to their circumstance, we will ensure that our programme is inclusive and available for all to access. We will have specific projects targeting groups from low socio-economic areas and children and young people with disabilities. In addition to this work we will engage with the local BME population to create new opportunities and to promote with them the current opportunities available in the area. Breaking down the barriers to participation should increase the amount of people participating and this will be evidenced in the statistics for participation in our Local Authority.

### **INVESTMENT**

Please enter your total 2019/20 offer and your 2020/21 request.

2019/20 Offer	19/20 Budget lines	20/21 Budget lines	Request for 2020/21	Offer Recommendation	Agreed for 2020/21
£244,150	AYP	AYP Exchequer	£	£	£


£3,437	Community Chest Admin	Lottery Grant Admin	£ 3,437	£	£
£113,625	Free Swimming Core	Free Swimming Core	£	£	£
£50,500	Free Swimming Capital	Lottery	£	£	£
£22,795	Regional Sport Plan				
£434,507	<b>Total</b>	<b>Total</b>	£TBC	£	£
£77,000	Community Chest				
£511,507	<b>Total</b>				

### PARTNER SIGN OFF

Please read the following statements before final submission. By signing below, you are signing you have read and agree with these statements.

- To the best of my knowledge and belief I confirm the information provided to support this application is accurate and that grant funding awarded will be spent on the supported elements of the Delivery Plan; and in accordance with the terms and conditions of grant.
- All underspend and carry forward has been discussed and agreed with the Sport Wales Senior Officer.

This form needs to be signed off by **TWO** senior members of the organisation before final submission:

Sign Off 1 Name:	
Job Title:	Operations Coordinator
Date:	12-12-19
Sign Off 2 Name:	
Job Title:	
Date:	

Sport Wales will use the personal information that you provide on this form for the purposes of administrating the funding of your organisation. You can find out more about how Sport Wales uses personal information by going to <http://privacy.sport.wales/>. If you would prefer us to not share your details, please email [dpo@sport.wales](mailto:dpo@sport.wales).


*The form deadline is 16 December 2019*

*Please submit to Sport Wales*

*Thank you*

# Partnership Agreement 2020/21

## Sport Wales Additional Comments

Sport Wales use only			
<b>Partner Name:</b>			
Sport Wales Officer comments on:			
<ul style="list-style-type: none"> <li>Progress and learning on last year's plan (including offer letter expectations)</li> <li>Progress and learning on Free Swimming</li> <li>Confidence in partner's self-assessment against Essential Requirements</li> <li>Alignment of work to the Investment Priority Areas and Equality</li> </ul>			
Please summarise any risks that the partner or Sport Wales intelligence/ information identified and how these will be mitigated:			
Please enter any Offer Letter expectation/s or payment conditions for 2020/21 here:			
Senior Officer sign off Name:		Date:	
Head of Service sign off Name:		Date:	12.12.19
<i>After sign off ensure agreed amounts have been entered above. When complete send document or link to the administrator.</i>			

# Partnership Agreement 2020/21

## Appendix A

### INVESTMENT PRIORITY AREAS

#### **FOUNDATIONS**

Give everyone the skills, confidence and motivation to enable them to be active for life with a focus on young people.

#### **PARTICIPATION**

Grow participation opportunities for those who are less active.

#### **PROGRESSION**

Grow & sustain participation for those already active.

#### **PERFORMANCE**

A holistic approach to developing talent, creating environments where people can thrive.

#### **SUCCEED**

Showcase Wales to the world through success on a global stage.

**GROWING CAPABILITY, CAPACITY & CONFIDENCE**