

## COUNTY SPORTS PARTNERSHIPS SPECIFICATION FOR CORE SERVICE FUNDING FROM SPORT ENGLAND 2009-2012

### Introduction

#### Core Services

- 1 Sport England remains committed to County Sports Partnerships (CSPs) and has confirmed that they will play a clear role in the creation of a world leading community sport system.
- 2 This specification outlines the common core services to be delivered by all CSPs for NGBs and for Sport England. It also includes Sport England specific programmes where additional funding has been agreed.
- 3 Sport England will make an award of £200k per annum to each of the CSPs for the two financial years 2009-11, with 'in principle' funding of £200k for 2011-12 to be able to operate and deliver this specification, subject to successful application and performance.
- 4 The specific work programmes underpinning the delivery of each service will be agreed between an individual CSP and Sport England.
- 5 This specification will be reviewed annually after operational review and through negotiation and agreement with the County Sports Partnerships National Network (CSPN) and Sport England. CSPs must not charge partners for core services defined in Section 1 of this specification.

#### Enhanced Services

1. Further services may be available to NGBs, Sport England and other partners through separate negotiation and funding agreements; with appropriate contribution to CSP core costs and overheads.
  - i **Specific delivery for NGBs over and above the core services;**  
This will be a contract between individual NGBs and CSPs for direct delivery of sport specific services in support of their 2009-13 Plan e.g. hosting posts on a full cost recovery basis.
  - ii **Specific delivery for other partners;**  
This could be a contract or service level agreement between the partner and CSP for specific services e.g. PCTs could purchase services for physical activity delivery.
  - iii **Specific additional services for Sport England**  
An area of work could be the delivery of commercially sponsored activity e.g. ASDA negotiated through the CSPN and the whole cost funded by the commercial partner.

The legal status of this specification and management arrangements are defined in the Core Services Award Documentation.

## CSP Core Services funded by Sport England

**Definition** - The core services are a set of agreed services available to all NGBs. There will be a consistency of service, however the format in which they are delivered will vary between CSPs.

**Funding** – Sport England will provide each CSP with £200k Core Funding per annum to support delivery.

Business Objective	Services delivered consistently through CSPs	Deliverables	Measurement
<b>1.0 Deliver cross-sport services to meet NGB priorities and specific services for Sport England</b>	<b>1.1 Connecting NGBs to the CSP area</b> <ul style="list-style-type: none"> <li>The CSP will gather and analyse detailed information concerning each NGB's priorities for the area e.g. which clubs will be focus clubs, how many within the area, etc. (This will be achieved through headline information provided by Sport England regions and one to one meetings with all NGBs that wish to work in the CSP area, at the request of each NGB).</li> <li>The CSP will signpost and introduce NGBs to key partners e.g. LAs within the area that will help the NGBs deliver their interventions. (The CSP will offer an effective first point of contact for NGBs approaching an area).</li> <li>The CSP will ensure that NGBs have access to groups of partners e.g. SDO networks, chief leisure officers. (The role of the CSP may vary between servicing networks and acting as a signposting agency to local opportunities).</li> </ul>	<ul style="list-style-type: none"> <li>All CSPs will offer a first point of contact to NGBs that wish to work in their area.</li> <li>NGB 2009-13 interventions delivered within the CSP area.</li> </ul>	<ul style="list-style-type: none"> <li>A stakeholder satisfaction survey will assess feedback from NGBs on CSP performance.</li> <li>An area based assessment of the Active People data to indicate the "direction of travel" for NGBs and the CSP partnership in an area.</li> </ul>
	<b>1.2 Club, Coach and Volunteer Development:</b> CSPs will support the following areas to ensure alignment to local NGB need: <ul style="list-style-type: none"> <li>Coordinate a programme of courses for clubs, coaches and volunteers to agreed standards. (Assess local need, administer course programme - delegates cover cost of attending).</li> <li>Promotion of local coach and volunteer education opportunities within the CSP area. (Delivery mechanism may vary across CSPs).</li> <li>Identify local funding opportunities that will help clubs, coaches and volunteers to access local education opportunities at reduced cost. (Knowledge of local funding sources to identify cross-sport opportunities).</li> <li>Promote the availability of potential sources of funding and support for club, coach and volunteer development (Communicate knowledge of opportunities to NGBs that wish to work in the CSP area).</li> </ul>	<ul style="list-style-type: none"> <li>An agreed level of support for club, coach and volunteer development across all 46 NGBs that is not specific to one sport, but is applicable to all.</li> </ul>	<ul style="list-style-type: none"> <li>Agreed number of clubs supported to achieve Clubmark standard.</li> <li>Agreed number of NGB coaches receiving effective coach education.</li> <li>Agreed number of volunteers supported, trained and deployed.</li> <li>Agreed amount of defined inward investment achieved.</li> </ul>

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	<ul style="list-style-type: none"> <li>Secure funding for club development needs (agreed with NGBs) by providing advice and assistance with the preparation of funding applications.</li> <li>Ensure up to date knowledge of NGB clubs is in place across the CSP area through coordinated work with the NGBs and other partners. (Knowledge of the location of clubs and whether they are accredited).</li> <li>Identify opportunities that exist within the broader non sport volunteer and third sector organisations that support NGB volunteer and club needs. (Identification of opportunities through strategic relationships the CSP has with key local partners and signposting NGBs to these opportunities).</li> </ul>		
	<p><b>1.3 Children and Young People:</b> CSP will support the following area to ensure alignment to local NGB needs:</p> <ul style="list-style-type: none"> <li>Understanding of PESSYP.</li> </ul>	<ul style="list-style-type: none"> <li>Signposting of the NGBs to local opportunities.</li> </ul>	
	<p><b>1.4 Facilities</b> CSP will support the following areas to ensure alignment to local NGB needs:</p> <ul style="list-style-type: none"> <li>Ensure that NGB and Sport England requirements are represented to local sport stakeholder groups for Building Schools for the Future (BSF). (This will range from the CSP driving the stakeholder group, to them supporting a local partner to ensure that they have the appropriate knowledge to make the case for NGBs and sport).</li> <li>Provide a mechanism to capture and feed in the NGB facility needs into the BSF planning processes. (In relation to the role outlined in section 1.1 above).</li> <li>Understand NGB facility requirements for the CSP area, (through the SE Regional Office and any facility strategy) and broker support for these through local opportunities for resources where these exist. (In relation to the role outlined in section 1.1 above).</li> </ul>	<ul style="list-style-type: none"> <li>Community Sport and NGB needs are embedded in the BSF Strategy for Change documents. Community use agreements in place.</li> <li>NGB facility needs achieved through BSF projects.</li> </ul>	<ul style="list-style-type: none"> <li>Agreed amount of defined inward investment achieved and facilities provided.</li> <li>Agreed number of sports facilities provided through BSF provided and used for community sport.</li> </ul>

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	<p><b>1.5 Investment</b></p> <p>CSP will support the following areas to ensure the achievement of NGB and Sport England targets:</p> <ul style="list-style-type: none"> <li>To advise Sport England on the merits and local fit of applications to sport national Lottery funding opportunities e.g. funding rounds and small grants.</li> <li>Inform local projects about potential Sport England National Lottery funding opportunities where they meet with funding requirements.</li> <li>Have knowledge of, and be able to direct partners to, appropriate alternative funding sources to generate additional inward investment into sport. (CSP to be aware of local opportunities for funding that may fit with sport requirements).</li> </ul>	<ul style="list-style-type: none"> <li>Increased levels of investment in community and NGB sport through Sport England and other sources of funding.</li> </ul>	<ul style="list-style-type: none"> <li>Agreed amount of defined inward investment achieved.</li> </ul>
<p><b>2.0 Develop and maintain the strategic alliances and local networks NGBs and SE need to drive delivery and secure resources</b></p>	<p><b>2.1 Strategic Influence and Networking</b></p> <ul style="list-style-type: none"> <li>CSP to ensure there are appropriate local network arrangements in place to support the delivery of Sport England outcomes and NGB 2009-13 targets. As a minimum the following stakeholders need to be engaged; local authorities, school sports partnerships, sports facilities and voluntary sports clubs.</li> <li>CSP to have knowledge of sport and NGB needs within the CSP area. (Linked to role outlined in section 1.0 re NGB need, and also knowledge of, local community sport need).</li> <li>CSP to act as an advocate for Sport England at a local level, with stakeholders who can help deliver Sport England and NGBs' 2009-13 interventions and targets.</li> <li>Ensure that Sport England outcomes and NGB needs are represented at a local level on the local strategic partnerships, or thematic sub groups.</li> <li>Ensure that Sport England outcomes are embedded in the delivery arrangements of local area agreements (LAAs), sustainable community strategies and other appropriate strategies.</li> <li>Support delivery of LAA priorities where they can support the delivery of Sport England outcomes. (CSP role is to align NGB and community sport interventions to support delivery of LAA related plans e.g. NGB grow interventions contributing towards NI8).</li> </ul>	<ul style="list-style-type: none"> <li>Sport England outcomes and NGB needs embedded within local policy frameworks, sustainable community strategies, LAAs and other appropriate strategies.</li> <li>NGBs effectively linked to appropriate local partners.</li> <li>NGB 09-13 interventions supported through identified local opportunities.</li> <li>Contribution to the delivery of Sport England's growth target of 1million more people playing sport by 2012 and a 5% increase in satisfaction with sport.</li> </ul>	<ul style="list-style-type: none"> <li>A stakeholder satisfaction survey will assess feedback from NGBs on CSP performance.</li> <li>Agreed number of LAAs to have sport as a component part.</li> </ul>
	<p><b>2.2 Knowledge Management:</b></p> <ul style="list-style-type: none"> <li>CSP will hold relevant information for the area regarding local partner plans, priorities and aspirations in order to reflect these as opportunities and issues to the NGBs. (Linked to the role identified in section 1.0).</li> <li>CSP will act as a broker to identify links between local partner plans, priorities and</li> </ul>	<ul style="list-style-type: none"> <li>Delivery of joint working arrangements between NGBs and partners within the CSP area that support achievement of NGB 2009-13 interventions.</li> </ul>	<ul style="list-style-type: none"> <li>A stakeholder satisfaction survey will assess feedback from NGBs on CSP performance.</li> </ul>

Business Objective	Services delivered consistently through CSPs	Deliverables	Measurement
	aspirations and NGB priorities for the area to maximise the opportunities for joint working. (Linked to the role outlined in section 1.0).		
<b>3.0 Manage and operate the CSP, ensure sound governance, audit and compliance.</b>	<p><b>3.1 Operations:</b></p> <ul style="list-style-type: none"> <li>CSP to have an independent (wider than single partner control) and effective board/decision making processes and agreed governance arrangements.</li> <li>Comply with the Sport England self-assurance/governance system as negotiated and agreed with CSPN.</li> <li>Manage all finances available to the CSP through Sport England in an effective and efficient manner, in accordance with agreed financial management and accounting procedures, including National Lottery funding awards.</li> <li>Maintain agreed standards relating to Safeguarding of Young People as per the requirements of Sport Unlimited. (Any changes to current requirements will be agreed with CSPN).</li> <li>Equality standard – this will need to be reviewed once the national position is confirmed. (CSP delivery requirements will be agreed with CSPN to ensure there is adequate capacity in the network before confirmation of final role).</li> </ul>	<ul style="list-style-type: none"> <li>Effective CSP that operates as a strong sub regional partnership for sport delivering against the outcomes of the core funding specification.</li> </ul>	<ul style="list-style-type: none"> <li>Meet agreed governance measures (in line with those for NGBs).</li> </ul>

## CSP Enhanced Services

**Definition** – Further services may be available to NGBs, Sport England and other partners through separate negotiation.

**Funding** – These services are subject to separate funding agreements, with appropriate contribution to CSP core costs and overheads.

Funder	Services required	Deliverables	Measurement
<b>Sport England</b>	<ul style="list-style-type: none"> <li>Coordinate the delivery of children and young people programmes for Sport England – Sport Unlimited, Volunteering and Leadership and Recruit into Coaching (funding agreed), in order to improve sporting opportunities for young people and support NGBs to engage where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>Support the delivery of Sport Unlimited as part of the five hour sport offer for children and young people.</li> <li>Increase opportunities for young people as per the individual target set for each CSP.</li> </ul>	<p>Deliver contracted requirements for:</p> <ul style="list-style-type: none"> <li>Sport Unlimited.</li> <li>Volunteering numbers.</li> <li>Recruit into Coaching.</li> </ul>

		<ul style="list-style-type: none"> <li>• Targets and outcomes for funded programmes achieved.</li> </ul>	
<b>Individual NGBs</b>	<ul style="list-style-type: none"> <li>• Services to be defined by the NGBs following approval of the 2009-13 submissions.</li> </ul>	<ul style="list-style-type: none"> <li>• To be defined.</li> </ul>	