

MEDWAY COUNCIL

WORK PROGRAMME1 APRIL 2009 – 31 MARCH 2010

DEPARTMENT: Regeneration, Community & Culture - SPORTS DEVELOPMENT TEAM

WORK AREA	PERFORMANCE MEASURES 2009/10	FUNDING
	SMART Targets / Objectives	Participation Targets
SUPPORT Club & Coach Development Grant	<ul style="list-style-type: none"> Market, promote and co-ordinate the various grant schemes delivered by the sports development team Monitor and evaluate successful applicants Target of 10 successful club applications (up to £500) Target of 10 successful coach applications Target of 5 successful officiating applications Clubmark adult participation grants (up to £2000) 100% of coaches from coach development grant to sign up to sports coach register 	<ul style="list-style-type: none"> 50 new participants 10 coaches (adults) 5 officials (adults) 1638 participants, converting 185 new members
Funding Advice	<ul style="list-style-type: none"> Support clubs with any funding advice and applications Arrange a 'funding' workshop to make clubs more aware of funding streams available 	<ul style="list-style-type: none"> 1 workshop = 30 people
Ensure coaches receive fair pay	<ul style="list-style-type: none"> Completion of market premia form 	
INFORMATION Club directory / audit	<ul style="list-style-type: none"> Market, promote and co-ordinate the on-line sports club directory Ensure the sports club database and email distribution list is kept up to date Work with new Medway Gets Active Officer on sport booker scheme 	<ul style="list-style-type: none"> Current clubs on database-----Target registering ____ new clubs <p style="color: red;">Awaiting final figures from current Audit</p>
Clubmark leaflet / charter	<ul style="list-style-type: none"> Production of clubmark leaflet Establish Clubmark Charter in partnership with Medway Leisure / University of Greenwich / Xstream Limited 	
Advice and support on club management	<ul style="list-style-type: none"> Send out regular emails / mail outs to clubs outlining any updates Ensure that template policies / procedures are updated for clubs to adopt (use clubmark clubs as example of best practice) 	
Clubmark	<ul style="list-style-type: none"> Help and support clubs working towards clubmark Target of 5 clubs to achieve and 5 working towards Record membership when achieved through KPI process Encourage new club usage at Medway Park facilities 	<ul style="list-style-type: none"> Target a total of 22 clubmark clubs 09/10
LEARNING Training workshops / forums	<ul style="list-style-type: none"> To support and develop people who deliver sport through training workshops / networking opportunities. Target 15 workshops / forums throughout the year Run 3 x clubmark helpdesk evenings All new Medway coaches to sign up to sports coach register 	<ul style="list-style-type: none"> 250 new participants 20 clubs to attend engaging at least 10 clubs in the process as target above
UKCC	<ul style="list-style-type: none"> To remain up to date in terms of which sports are in line with UKCC 	
CSN	<ul style="list-style-type: none"> Target a total of 22 clubmark clubs 09/10 	<ul style="list-style-type: none"> All Clubmark clubs to attend at least once throughout year

<p>REGISTER Sports coach register</p>	<ul style="list-style-type: none"> • Manage and co-ordinate the sports coach register • Complete inductions of sports coaches on the register and assist with their CPD needs • Continuous marketing of the register • Encourage all coaches onto workshops • Work with SSP to encourage them to recruit coaches on the register 	<ul style="list-style-type: none"> • Maintain 100 as number of registered coaches throughout year
<p>MISC Disability Sports (partnership with John Hatchett)</p>	<ul style="list-style-type: none"> • Identify Club and work with that club to establish a disabled section within the club. Offer Club grant up to £500 for club development • Work in partnership with existing clubs in Medway to help raise awareness and increase memberships • Ensure Disability sport coaching and volunteer development is included in our annual programme of courses • Organise disability awareness staff training day for Medway Leisure staff in partnership with JH disability sport awareness weekend. Also open to public involvement held at Medway Park 	<ul style="list-style-type: none"> • 1 new disability section within a club – target 25 new participants • 1 workshop = 15 participants • Difficult to set a target of participants as this is a new scheme. Aim 50 participants but will update as day develops
<p>NGB partnership</p>	<ul style="list-style-type: none"> • Establish a stronger working relationship with NGB officers in relation to Medway Park / Medway Games 	<ul style="list-style-type: none"> • Target 5 NGB's meeting's this financial year