ANNEX B

SPORT AND WELLBEING

1.0 Overall approach to service provision 21/22

The vision for the service area has remained constant and relevant in terms of what the expectations are from residents, councillors and officers as to what the service should be striving to achieve in order to make the greatest impact of our residents sporting opportunities and health and wellbeing;

'The provision of high quality leisure and sport services, accessible to all via need based programmes and sustainable facility provision, enhanced by effective partnership working to create increased levels of participation in physical activity, improved health and wellbeing and an enhanced quality of life'.

The overarching challenge throughout the 2021/22 year remains the reinstatement of services, activities and programmes as we continue to emerge from the constraints of the Covid 19 pandemic and how we balance those constraints against the vision for the service area.

For the Sport & Wellbeing Service area this translated into;

- The continuation of the 'In-House Transformation' Process of Council's Major, Minor Leisure Facilities and Sports Development Unit.
- Activities which contribute to the physical and mental wellbeing of the citizens of the Borough.
- Maximising the benefits of the Borough's outdoor environment.
- Recovery Planning. The financial and practical planning necessary to allow for the considered reinstate of facilities and activities based upon affordability and the functions to allow safe public use.

2.0 Strategic Themes / Functions:

Policy, Strategy & Major Projects

- Consider development of overarching Sport & Wellbeing Strategic document to bring all strands of the service together Sports & Physical Activity Plan.
- Work in partnership with the Capital Projects & Funding Units to develop business cases for projects included in Council's Capital programme and in line with potential external funding opportunities.
- Establish and progress Service KPI's through APSE.
- Ballycastle shared education Campus.
- Limavady Accessible Play Park.
- Portrush Recreation Grounds.
- Coleraine Leisure Centre.
- Ballycastle Phase 2.

In-house Transformation

- Continue to implement the Sport & Wellbeing Covid -19 Recovery Plan.
- Continue and complete new Terms & Conditions for staff based in Leisure Facilities.
- Progress the mobilization Plan for the Shadow Bid.
- Increase opportunities for participation and improve customer satisfaction rates.

- Effectively manage the operating subsidy to compensate for loss of income (Covid recovery).
- Develop and implement an Annual Marketing & Promotions Plan.
- Work in partnership with internal support services to consider the development of agreed Service Level Agreements.
- Progress the Leisure Facility Investment Plan (gym investment) and deliver investment payback.

Sport & Community facilities (Community Centre's, Pitches & Playparks)

- Commence strategic review of operational maintenance requirements for Pitch & Ground Maintenance.
- Collaborate with Estates on the development of a Planned Maintenance and Repair programme for Play Parks, Recreational MUGAs and Community Centres.
- Consider the development of a draft Facility Management Agreement template to be used as a potential alternate to direct Council management of outdoor sports facilities.

Participation, Wellbeing & Safeguarding

- Strategic review.
- Age Friendly Action Plan and Draft Charter.
- Service delivery post EBA.
- Local Sports Advisory review (inc. Grant Funding).
- Review Community Plan Strands and Emerging Themes.
- Inclusive programming.
- Implementation of a Safeguarding Forum.

3.0 <u>Business Plan Priorities - April to September 2021</u>

Service Area: 1	Sport & Wellbeing	g										
Policy, Strategy & Major Projects	Operational Actions	Ref to 2021 Outcome:	Operational KPI:	Deadline Q1,2,3,4	Budget	Risk Rating R/A/G	6 month position					
Services												
Strategy	Draft Sport & Wellbeing Strategy	3.1, 4.1, 4.2	Develop a strategy for the provision of Sport & Wellbeing services across the service area which is aligned with the Community Plan and reflective of local consultation / established need. Subject to Council approval, tender and appoint consultant for delivery of draft strategy document for future service priorities in SWB which are also reflective of key partner strategic priorities.	Q4	Officer time. Still to be determined.	G	Preliminary review of key strategic partners strategic priorities completed – Department for Communities and Sport NI are both finalising new strategy documents for 2022 onwards. Draft terms of reference to be drawn up and agreed with Senior Management in Quarters 3 & 4. Associated works to include public consultation					

Major & Minor Projects (see annex for list of Major & Minor prioritised projects)	Project Sponsor council projects working in partnership with SIB Project Officers, the Capital Projects Unit and external stakeholders	2.2, 4.1, 4.2	Development of OBCs for prioritised Capital projects. Research alternate and supporting methods of funding for capital projects to provide for the most effective and efficient utilisation of council resources for approved projects. Utilise information provided in associated Audits/Strategy documents to evidence and support OBCs.	Q1,2,3,4	Dependent on scale and number of projects PLUS overall affordability of Council's Capital programme	R	Despite very challenging market conditions in the construction sector work has continued with the progression of OBCs to 'shovel ready' projects. In particular, during this period Ballycastle SEC, Portrush Recreation Grounds and Limavady Accessible Play Park all progressed to Stage 3 – Construction Contract following Final Investment Decisions being taken (having secured requisite planning approvals). On top of external funding already secured this allowed Portrush Recreation Grounds to be put forward as a Levelling Up Fund (LUF) Application for an additional £1.66m. In addition, approved OBCs were progressed to detailed design to inform planning applications for Dungiven Bowling, Aghadowey Play Park and Cloughmills Pitches. Following Council approval in Sep 21, both Coleraine Leisure Centre and Ballycastle Phase 2 Leisure Provision are being progressed through Stage 1 – OBC with Steering Groups assembled and a target date for completion of March 22 to support potential LUF bids.
1. Dev 2. Ball 3. Por	Service KPIs relopment of Strate lycastle Shared Ca trush Recreation G	mpus. Grounds.					
5. Col	eraine Leisure Cen lycastle Phase 2.	_					

Service Area: 2 (Operations)	Sport & Wellbeing						
In House Transformation	Operational Actions	Ref to 2021 Outcome:	Operational KPI:	Deadline Q1,2,3,4	Budget	Risk Rating R/A/G	6 month position
Services				<u> </u>		<u> </u>	
Major & Minor Leisure Centres	SWB Covid Recovery Plan.		Effectively manage operating subsidy to compensate for loss of income. Work in partnership with key stakeholders to address Covid health & wellbeing issues.	Q1,2,3,4	£2.174m	R	Major & Minor Leisure facilities re opened on 30 th April 2021. As of Management accounts Period 8, the subsidy for the six sites despite loss of income is currently in a favourable position of £17k. During April/May income was relatively low due to the freezing of Memberships, income had returned to 80% by Period 6. Overall income ytd is down £580k. Expenditure has been continually monitored with an overall reduction ytd circa £600k. The ytd budget position and profiling reflects favourable against the projections set in the Sport & Wellbeing Recovery Plan. In the main all services within Major & Minor Leisure facilities (with the exception of Café's) are available to the public, however restrictions on numbers attending may remain in place. Major & Minor Leisure facilities have been called upon by the Health & Social Care Trusts, on numerous occasions ytd. In the main request are for vaccination centres, and outdoor Covid testing Centres. Sites have also been made available for the Blood Donation Service.

	T&Cs agreement.		Implementation of new T&Cs for 6 main sites. Recruitment of remaining posts in operational structure.	Q1	Within existing staff budgets plus any agreed compensation payment.	Consultation with Trade Unions on-going. Implementation expected by Q4 Recruitment still pending outcome of T&C harmonisation project – Q4
	Mobilisation plan implementation.		Implement annual marketing and promotions plan. User & Non-User surveys. Quest. Staff training plan.	Q1,2,3,4	Within existing budgets.	Sport & Wellbeing Commercial Recovery Plan and associated Annual Marketing Plan presented to Project Board in May 2021. Promotions Plan ytd have included; June/July – Come back for your Health August – Personal Testimonies September/October – Join for £1 November – Black Friday 12 months for price of 10. January – New Year, New Me (Awareness Campaign)
Performance Improvement	Establish and progress service KPIs through APSE.	/	Completion of APSE performance data collection for 2021/22.	Q1,2,3,4	Officer resource.	APSE return completed for 2020 – 2021.
Service Level Agreements	Develop SWB service level agreement with		HR – recruitment, training programmes,	Q1,2,3,4	Officer resource.	Not yet progressed

	corporate support services.	absence management. Finance – financial reporting. Estates – reactive & proactive programme, condition surveys, maintenance contracts.				
Facility improvement projects.	Leisure Facility Investment Plan (Major & Minor Leisure Centres).	Deliver investment payback targets.	Q3,4	£1m Subject to affordability.		RVLC investment plan complete CLC & JDLC investment planning for Q3 & 4
 T&Cs ag Mobilisa Service 	ce KPIs ecovery. greement. ation Plan. Level Agreements. Improvement projects.					

Service Area: 3 (Operations)	Sport & Wellbeing	Sport & Wellbeing								
Sport & Community Facilities	Operational Actions	Ref to 2021 Outcome:	Operational KPI:	Deadline Q1,2,3,4	Budget	Risk Rating R/A/G	6 month position			
Services				,						

Review of operational systems.	Ground's maintenance and pitch access for match play and training.	Implementation of summer maintenance programme and preseason training schedule.	Q 1,2,3,4	Officer resource plus existing revenue and capital budgets.		Training permitted on pitches during pre season in July/August. Impacted some areas in relation to estates ability to access pitches for planned preventative and essential maintenance. The cancellation of the Super Cup NI resulted in it being difficult to assess the impact of permitting training pre season against the knock effect on pitches both during Super Cup and during the incoming season.
	Maintenance and repair of play parks, MUGAs and Community Centres.	Implementation of Planned Maintenance and Repair programme.	Q1,2,3,4	Officer resource plus existing revenue and capital budgets.		Sport & Community Facility Managers continue to work estates re development and implementation of a Planned Maintenance and Repair Programme.
	Operational management options.	Facility Management Agreement feasibility exercise.	Q2	Officer resource.		Progressing through stages and committee with potential Facility Management Agreement at two sites.
High Level Ser	vice KPIs					
2. Play P	d's maintenance service level Parks, MUGAs and Community tional management options.					

Service Area: 4	Sport & Wellbeing						
Participation, Wellbeing & Safeguarding	Operational Actions	Ref to 2021 Outcome:	Operational KPI:	Deadline Q1,2,3,4	Budget	Risk Rating R/A/G	6-month position
Services		•		·			

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Strategic Review of	Review of Development Unit to establish fit for	3.1, 4.2	Submission of Review	Q1	Officer	G	Review report submitted for further
Sport & Wellbeing			Report detailing 'fit for		resource		consideration by Senior Officers.
Development Unit.	purpose in line with		purpose' realignment of:		+		
	Community Plan Strands and the		Sports Development.		1		
			Sports Development.		£10K		
	emerging consequential themes		Physical Activity &		funding		
	·		Wellbeing.		sourced		
	of Covid 19 in respect		Trembering.		via SIB		
	of wellbeing, physical		Participation and		/		
	activity and the		Recreational Play.		re: external		
	development / recovery		,		consultant.		
	of sports clubs.		Health.				
							Implementation of recommendations
							delayed until Q3&4 and expected
							publication of new Strategies for
			Implement				Department of Communities
			recommendations.				Strategy and Sport NI - key to
				/			ensuring the Development Unit is
				Q1,2			aligned with partner strategic
							priorities.
MUIO A ma Eriamallu	Callauring Danaugh	3.1 4.1 4.2	VALLO AE Company with atotic	Q1	Officer	G	Membership of the WHO Global
WHO Age Friendly	Following Borough-		WHO AF Community status	QI		G	Network for Age-friendly Cities and
Community status.	wide survey apply to	4.3	confirmed.		resource		Communities approved in Q2.
	WHO for AF		Charter established and	Q1	+		Communities approved in Q2.
Age Friendly	Community status and		resource produced.		External		'Age-Friendly Causeway – Charter
Alliance, Charter,	use collated data to		AF Alliance constituted.	Q1	PHA		for an Age-Friendly Community'
Action Plan and	inform the Charter.		Action Plan developed.	Q4	funding.		completed in Q2 and to be launched
Strategy.	Implement AF Alliance		Strategy developed.				in Q3.
	and develop a 3yr	/	aratogy developed.	Q4			III Q3.
	Action Plan and						Age-Friendly Structure and
	Strategy.						membership approved in Q2.
							membership approved in Q2.
							Meetings with proposed members
							undertaken in Q1 & Q2.
							undertaken in Q i & QZ.
					l	1	

							Terms of Reference for Age-Friendly Alliance to be approved in Q3.
Service Delivery post EBA.	Realignment of unit to inform service delivery.	1.2 3.1 3.2 4.1 4.2 4.3	 3 key areas of service delivery: Participation & Play. Performance & Coaching. Inclusive Community Wellbeing. 	Q1	Easter, SRP and Sports Dev. Coaching fees (as per 21/22 budget).	G	Due to restrictions only easing in April 2021, No Easter programme was delivered, instead a phased recovery plan was delivered targeting mostly adult participation. 2033 opportunities were delivered across 10 programmes delivered April -June across the Borough with overall profit of £814.30 after agency staff costs.
			ToR's in place with identified NGB's re: partnership approach to programme delivery + build capacity within local sports clubs / community activity providers. Recruitment Agency bank of sports coaching & exercise / physical activity leaders (revised T's & C's) aligned to Yearly Sports Development Action Plan.	Q1/2			Summer Recreation Programme Further easing of restrictions allowed for a summer recreation programme to be delivered, due to the ending of EBA and general shortage of agency coaches we were forced to deliver this in a smaller streamlined approach. It was decided that with restrictions on indoor numbers and to ensure the summer programme remained cost neutral no traditional summer schemes would be delivered but to instead focus on outdoor sports courses.
							Council partnered with 4 NGB's, 7 clubs to deliver 31 sports courses across the Borough with a total

		attendance of 1319 participants. 9 EA/School projects were also delivered across July and August. After all associated programme and agency costs the summer recreation programme was completed with an overall profit of £1,291.06.
		Q3 and Q4 A further recovery plan has been devised in early September for October to March for a full return of SD activity programme, schools' delivery and various sport and wellbeing projects including to good relations and NI100
Partnership working with NGB's and local sports clubs (in line with Sport NI's Corporate Strategy for Sport & Physical Recreation 2021 – 26.		Partnership Projects Inline with Sport NI corporate strategy an emphasise was placed on partnership working over the Q1 and Q2. Successful links were forged with Irish FA, Ulster Hockey, Netball NI, Nordic Walking UK, NI Volleyball, Swim Ulster, Ulster Table Tennis with delivery of 8 summer courses ran jointly with 4 NGB's.
Implement various efficient, cost- effective mechanisms for sport & physical activity		Delivery of the Good Relations project Different Ball and Same Goal was also planned to be delivered in

	delivery (inclusive community wellbeing priorities).						autumn with support from Ulster GAA, Irish FA, and Ulster Rugby.
Local Sports Advisory Review.	Review of Legacy Sports Advisory Committees and the Grant Funding process.	3.1 3.2 4.3	Proposed CC&G Sports Advisory structure submitted to and agreed by each Legacy Committee.	Q1/2	£25K	G	Work on review of Sports advisory committees and Grant Funding format delayed and now focused on Q4 progression.
			Corresponding Constitution drawn up and ratified by	Q2			Current position of Legacy arrangements:
			Council.				Limavady Advisory Committee – currently still inactive due to Covi-19.
			Agreement reached on revised Grant Funding	Q2			No grants awarded in 2021. Ballymoney Advisory Committee -
			process.				2 meetings held; 9 grants awarded to a total £1900
							Moyle Advisory Committee – no meetings, one application pending for grant assistance
							Coleraine Advisory Committee –
							No club meetings, grants committee met remotely, 3 grants awarded to a total of £500. Members still receive communications from the committee
Review Community Plan Strands and Emerging Themes.	New delivery plan 2021 reviewed and action plan agreed.	1.2 3.1 3.2 4.1 4.2 4.3 5.2	Continuous review and progress of action template populated on a quarterly basis for:	Q1, 2, 3, 4	Officer resource.	G	Action 1- As above programming Action 3 - Causeway Healthy Kids Project
			 Action 1: Sport, Physical Activity and Wellbeing. 				Planning meetings commenced with Sport NI for delivery of primary school obesity project in partnership with Northern Trust and NHLP. Draft

			 Action 2: Age Friendly Programme. Action 3: Obesity. 				proposal submitted to Sport NI in September 2021. Due to no activity being delivered in schools in Q1 and Q2 due to initial restrictions and summer holidays no further obesity activity was delivered.
Implementation of a Safeguarding Forum.	Creation of a Safeguarding Forum meeting bi-monthly.	1.2 3.2	Terms of Reference agreed and initiated.	Q1	Officer resource + HR training budget.	G	9 DSO's received full safeguarding training 1st forum scheduled for early 2022
Inclusive Programming.	Completion of Inclusive Cycle Project and	3.1 3.2 4.1 4.2 4.3 5.2	Develop Inclusive Cycle Hire Scheme.	Q1/2	Inclusive activities budget.	G	Delivery of inclusive cycling roadshow with various special schools and groups throughout the Borough in June 2 inclusive cycling family events held in July and August at JDLC Completion of JDLC cycle path upgrade, delivery, and adaptation of onsite storage facility. Research conducted regarding hire schemes currently being offered by neighbouring councils. DSNI appointed a new inclusive activity coach in September, responsible for the deliver in the Causeway area on a Wednesday. Timetabling between DSNI and SDM's was agreed for Q3 delivery.

Introduction Awareness wide.		Attain Autism NI Impact Award (inc. training & 2yr Action Plan).	Q1,2,3 & 4	Partnership project with Western trust to deliver called reconnecting communities for adults with learning disabilities. Programme was initially designed to deliver 3 events, however after low uptake in registrations the trust cancelled all 3 events. Q1&2 - Key officers in partnership Health Trusts tasked with Covid 19 support so progress delayed. Q3&4 Meetings to be held with officers from Northern & Western Trust to scope out coordinated approach for developing Action Plan.
1. Strategic Review 2. Age Friendly Action Pla 3. Service delivery post El 4. Sports Advisory review 5. Community Planning Th 6. Inclusive programming. 7. Safeguarding Forum.	BA. nemes.			

The Financial Approach for 2021/22 4.0

2021/22 Approved Budget position

SPORT & WELLBEING:						
Major & Minor Leisure Centres						
	Budget Gross Expenditure	Budget Gross Income	Budget Net Position			
Joey Dunlop Leisure Centre	1,253,793.37	619,445.20	634,348.17			
Coleraine Leisure Centre	1,226,695.10	597,904.06	628,791.04			
Jim Watt Sports Centre	116,589.78	23,618.36	92,971.42			
Roe Valley Leisure Centre	1,317,013.85	716,974.39	600,039.46			
Sheskburn Recreation Centre	197,972.79	90,807.16	107,165.63			
Dungiven NEW Sports Centre	188,361.65	77,368.22	110,993.43			
Total	4,300,426.54	2,126,117.39	2,174,309.15			
Sport & Community Facilities						
	Budget Gross Expenditure	Budget Gross Income	Budget Net Position			
Outdoor sports & recreation facilities	1,229,142.50	155,857.16	1,073,285.34			
Indoor sports & recreation facilities	195,355.17	14,700.82	180,654.35			
Community Centres	449,832.47	72,470.95	377,361.52			
Golf Courses	108,862.13	93,799.46	15,062.67			
Allotments	188.57		188.57			
Total	1,983,380.84	336,828.39	1,646,552.45			
Sport & Wellbeing Development						
	Budget Gross Expenditure	Budget Gross Income	Budget Net Position			
Sports development and community recreation	33,502.90	17,500.00	16,002.90			
Summer Recreation Programme	26,308.00	24,000.00	2,308.00			
Easter Sports Programme	1,705.12	1,676.00	29.12			
Sports Advisory	20,000.00		20,000.00			
Inclusive Sport Initiatives	25,000.00		25,000.00			
Macmillan Move More	44,962.40	48,120.00	(3,157.60)			

Total	151,478.42	91,296.00	60,182.42			
Sport & Wellbeing Management						
		Budget				
	Budget Gross Expenditure	Gross Income	Budget Net Position			
Sport & Wellbeing Management	295,404.00		295,404.00			
Sport & Wellbeing Facility Management	316,704.52		316,704.52			
Total	612,108.52		612,108.52			
GRAND TOTAL	7,371,511.45	2,619,733.40	4,751,778.05			

Current position - Period 6 Management Accounts

Period 6	Gross Exp	Gross Income	Net Exp	Net Exp Variance	Budgeted Gross Exp YTD	Budgeted Gross Income YTD	Budgeted Net Exp
Sport & Wellbeing	3,112,737	887,570	2,225,166	256,760	3,763,103	1,281,176	2,481,927

By Period 6 of the financial year SWB showed a positive variance of £256,760.

That can be attributed in part to the following significant factors:

- Staff costs are reduced as a consequence of residual Furlough benefits, vacant positions and reduced use of agency staff wherever possible.
- Income is reduced in terms of customer receipts as the service still operates under Covid 19 restrictions in how activities can be operated but is showing signs of recovery.
 As yet any residual DfC compensation has not yet been profiled into the service area to compensate for reduced income.

Whilst the positive variance at Period 6 is welcome, there are still challenges ahead for the service in the remaining 6 month period, namely the absence of specialist coaches for indemand activities and programmes, as well as key front line staff. There is also as yet, no certainty around the end of the pandemic and the risk of restrictions returning towards lockdown levels. A cautious approach to expenditure to off-set this uncertainty remains the key focus for the SWB management team.

5.0 CAPITAL PROJECTS MID YEAR UPDATE FOR SWB BUSINESS PLAN 2021/22 – progress on all projects subject to Council decision and affordability in overall Capital programme.

Capital Project	Planned Work 21/22	Key Achievements Apr – Sep 21		
1. Ballycastle Shared Education Campus (£2.7m/Stage 3)	Final investment decision from Council in June 21 and contractor to be appointed pending planning approval and construction to commence late Autumn 21. License Agreement to be agreed in principle.	Final Investment Decision approved in June and Planning Approval in July and procurement of contractor protracted under current market conditions. SEUPB funding under review and subject to final approval.		
2. Portrush Recreation Grounds (£3.3m/Stage 3)	Final investment decision from Council in May 21 and contractor to be appointed pending planning approval and construction to commence Jun 21 and complete Mar 22.	Planning approval in June and Final Investment Decision in September to allow appointment of contractor. DfC funding of £1.43m secured and LUF funding application for £1.66m pending.		
3. Limavady Accessible Park (£0.6m/Stage 3)	Community Engagement Plan and construction of new accessible play park, Changing Places facility and security fencing to complete Aug 21.	Final investment decision in April and DfC funding for Changing Places drawn down. Construction due to complete November 2021.		
4. Cloughmills Pitch Project (£0.8m/Stage 2)	Detailed design completed for Planning Application in Oct 21, Investment Decision in Nov 21, acquisition of land in Feb 22 and appoint contractor in Mar 22.	Detailed design and acquisition of land led by Education Authority. Planning application submitted and final Investment Decision by June 22.		
5. Dungiven Bowling Project (£0.2m/Stage 2)	Approval of OBC and progression to detailed design.	Detailed design completed, Planning application submitted and final Investment Decision by June 22.		
6. Aghadowey Play Park (£0.1m/Stage 2)	Detailed design completed for Planning Application in Oct 21 and final Investment Decision in Mar 22.	Detailed design and acquisition of land commenced in April 21. Final Investment Decision by June 22.		
7. Burnfoot Pitch Project (£0.3m/Stage 1)	Approval of OBC and progression to detailed design.	OBC fully developed for Council decision in Dec 21.		
8. Riada Changing Project (£0.5m/Stage 1)	Approval of OBC and progression to detailed design.	OBC under development for Council decision.		
9. Gym Investment Project (£1m/Stage 1)	Pilot Project commenced Apr 21 and evaluated Oct 21 before developing OBC.	Pilot project at RVLC completed May 21. Interim evaluation to be completed after 6 months prior to phased investment in other centres.		

10. Coleraine Leisure Centre (c.£15m/Stage 1)	Approval of OBC and progression to detailed design.	SOC reaffirmed and project delivery plan approved in Sep 21. Steering Group assembled and OBC due for completion Mar 22.
11. Ballycastle Leisure Centre (c.£5m /Stage 1)	Approval of OBC and progression to detailed design.	Project delivery plan approved in Sep 21. Steering Group assembled and OBC due for completion Mar 22.