

APPENDIX 2: BUILDING A SUSTAINABLE AND LASTING LEGACY IN SPORT AND PHYSICAL ACTIVITY – POLICY REVIEW PLAN

TASK	TERMS OF REFERENCE	CONTRIBUTORS	DATE/TIME	METHOD/LOCATION
JULY 2011				
Agree scope of the policy review and receive background information in support of the policy review	NA	Helen Lancaster, Scrutiny Officer Julie D Gray, Victoria French – City Services	26 July 2011, 5.30PM	Committee Meeting, CR1
Scene Setting Presentation	A, B, C	Julie D Gray/Victoria French – City Services	26 July 2011, 5.30PM	Committee Meeting, CR1
SEPTEMBER 2011				
Agree the approach to the review, sources of evidence and timetable	NA	Helen Lancaster, Scrutiny Officer	13 September 2011, 5.30PM	Committee Meeting, CR1
OCTOBER/NOVEMBER 2011				
Review the objectives and achievements of the Active City Strategy	B	Helen Lancaster, Scrutiny Officer Victoria French/Richard Lowes, City Services	NA	Information circulated to Members
Write to all Elected Members to seek their knowledge regarding sport and physical activity venues and provision in each ward	D, E, I	Helen Lancaster, Scrutiny Officer Victoria French/Richard Lowes, City Services	NA	Questionnaire/proforma
Receive evidence from partners of the Active Sunderland Board	A, C	TBC	25 October 2011, 5.30PM	Committee Meeting, CR1
Benchmarking and Best Practice	B	Helen Lancaster, Scrutiny Officer Victoria French/Richard Lowes, City Services	NA	Information circulated to Members
DECEMBER 2011				
Explore community access to education facilities and discuss the opportunities and barriers to increasing usage.	D, E, F	Helen Lancaster, Scrutiny Officer Victoria French, City Services, Mike Foster, Children's Services, Helen Elderkin, Redhouse Academy, Trish Stoker, Southwick Primary School	13 December 2012, 5.30PM	Committee Meeting, CR1
Receive an update regarding 2012 in Sunderland (following wider consultation with Area Committees)	H, I	Victoria French, City Services		
JANUARY 2012				
Hold Committee meeting in a provider's venue, tour of facilities/programmes etc	D, E, F	Helen Lancaster, Scrutiny Officer Victoria French/Richard Lowes, City Services	16 January 2012, 5.30PM	Committee Meeting, CR1
Receive evidence from a range of sport and physical activity providers about the opportunities and barriers to increasing participation	D, E, F, I	TBC		

Receive evidence from individual residents about their experiences of participation, including barriers they faced.	I	TBC		
FEBRUARY 2012				
Receive results of annual consultation and Elected Member knowledge to discuss and agree the priority sports and physical activities for the city	E, H	Julie D Gray, Victoria French – City Services	28 February 2012, 5.30PM	Committee Meeting, CR1
Receive evidence from Sport England re priorities for sport and physical activity, innovation and delivering services	A, I	TBC		
APRIL 2012				
Agree the final report for the policy review	NA	Helen Lancaster, Scrutiny Officer	17 April 2012, 5.30PM	Committee Meeting, CR1