**Club Development Plan** **Template**

Refer to the ‘Guide to Creating a Club Development Plan’ when completing this document

|  |  |  |  |
| --- | --- | --- | --- |
| Published Date: | 1st May 20XX | **Written and Agreed by:** |  |
| Action Review Date: | 1st October 20XX |  |  |
| Plan Review Date: | 1st May 20XX |  |  |

**Where are we now? (See section 2 of the guide to creating a club development plan)**

What is the current situation of the club? Consider:

* what you offer to members, players and participants
* membership numbers and whether these are on the up, in decline or steady
* your volunteers and paid workforce resources, their numbers and skill sets
* your facilities
* your financial situation
* who you work with

**Participant Offer:** *What sessions, courses or activities etc. do you offer for different types of participant?*

**General Provision**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Children** | **Adults - Men** | **Adults - Women** |
| **Beginner** |  |  |  |
| **Recreational** |  |  |  |
| **Performer** |  |  |  |

**Disability Provision**

|  |  |  |  |
| --- | --- | --- | --- |
| **Impairment** | ***What opportunities does the club have for participation by people with this disability?*** | ***Are facilities suitable for people with this disability?*** | ***Do coaches have sufficient knowledge to work with people with this disability?*** |
| **Blind or visual impairment** |  |  |  |
| **Deaf or Hard of Hearing** |  |  |  |
| **Learning disability or difficulty** |  |  |  |
| **Mental health condition** |  |  |  |
| **Autistic spectrum disorder** |  |  |  |
| **Physical impairment** |  |  |  |

# Club Health

**Membership**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Age Group/Session/Team** | **Previous Season** | **Left** | **Joined** | **Last Full Season** | **Current** | **On Waiting List** | **Predicted next year** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |  |  |

## Workforce

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Area / Level** | **Unqualified** | **L1/ Grade 1** | **L2/ grade 2** | **L3 / Grade 3** | **Other (Please specify)** | **Total** |
| **Coaches** |  |  |  |  |  |  |
| **Referees / Officials** |  |  |  |  |  |  |
| **Team Managers** |  |  |  |  |  |  |
| **Committee Members** |  |  |  |  |  |  |
| **Other volunteers** |  |  |  |  |  |  |
|  |  |  |  | **Total** |  |  |

## Facilities

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Facility Name** | **Facility Type**  *(e.g. 5 a side pitch, 4 court hall etc)* | **Usage**  *(e.g. training/matches)* | **Day(s) Used** | **Hours Used** | **Cost** | **Notes**  *(E.g. level of usage, issues, opportunities)* |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

## Finance

|  |  |
| --- | --- |
| **Membership Income** |  |
| **Sponsorship** |  |
| **Grant Income** |  |
| **Other Income (e.g. bar)** |  |
| **Annual Expenditure** |  |
| **Loans** |  |
| **Assets** |  |
| **Reserves** |  |
| **Savings** |  |

*(Note: This table provides an overview of club finance and is not a replacement for a proper balance sheet or statement of accounts)*

# Partnerships

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Relationship/Agreement** | **Formal Agreement?** |
|  |  |  |
|  |  |  |
|  |  |  |

# Where do we want to be?(See section 3 of the guide to creating a club development plan)

**Club Vision:**

**e.g.** XXXXXX Club will provide high quality sport sessions for young people and adults. This will be achieved through aprogressive programme that provides recreational XXXXX opportunities for all ages and abilities. The club will also provide a pathway of performance for junior players interested in competing at a local and regional level.

**Key goals for the next 3-5 years**



# How will we get there?(See section 4 of the guide to creating a club development plan)

# Action Plan – what are the actions you need to undertake to meet your objectives? Consider the areas below or others that are more relevant for your club.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Objective** | **Actions** | **Resources** | **Lead / Supported by** | **Timescale / Deadline** | **Progress** |
| **Club Management and Governance** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Objective** | **Actions** | **Resources** | **Lead / Supported by** | **Timescale / Deadline** | **Progress** |
| **Welfare – Safeguarding/Equity/Grievance** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Objective** | **Actions** | **Resources** | **Lead / Supported by** | **Timescale / Deadline** | **Progress** |
| **Workforce – Coaches/Officials/Volunteers** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Objective** | **Actions** | **Resources** | **Lead / Supported by** | **Timescale / Deadline** | **Progress** |
| **Participant Pathways – Competition & Training** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Objective** | **Actions** | **Resources** | **Lead / Supported by** | **Timescale / Deadline** | **Progress** |
| **Marketing and Member Recruitment** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Objective** | **Actions** | **Resources** | **Lead / Supported by** | **Timescale / Deadline** | **Progress** |
| **Member Satisfaction – The other things that make for an enjoyable experience** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| **Objective** | **Actions** | **Resources** | **Lead / Supported by** | **Timescale / Deadline** | **Progress** |
| **Facilities** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Objective** | **Actions** | **Resources** | **Lead / Supported by** | **Timescale / Deadline** | **Progress** |
| **Finance and Fundraising** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Progress/Outcome Key** | **RAG** |
| Not started, no action required |  |
| In progress and on track |  |
| In progress, some action required |  |
| Significant action required |  |
| Completed |  |