



# *Horrabridge Rangers Sports Association*

## *Development Plan*



| Strategic Aims  | Objectives  | Requirements  | Actions   | Responsibility  | Time scale                                     |
|---|---|---|---|---|--|
| Obtain Charter Standard Club FA accreditation             | Examine the list of requirements needed to achieve FA Charter Standard Club Accreditation           | Raise new Codes of Practice and policies and Link them to the FA Football Development Plan<br><br>Publish on Club Website ( Done) | Prepare Draft Copy of Charter Standard Application<br><br>Brief all team managers on the requirements of the Charter Standard Application<br><br>Discuss and finalise Club Application with the Devon FA Development Officer<br><br>Arrange formal handover of Application to Devon FA. | Exec Committee<br><br>Sponsorship / Fundraising Coordinator<br><br>Child Protection Officer Sponsorship / Fundraising Coordinator | Jun 03 Achieved<br><br><br><br>Jan 04 Achieved |
| Obtain Charter Standard Development Club FA accreditation | Examine the list of requirements needed to achieve FA Charter Development Club Accreditation        | Publish Development Plan on Club Website (Done)   | Arrange HRSA Development Plan Approach Devon FA Football Development Officer  | Child Protection Officer Sponsorship / Fundraising Coordinator  | March 04 Achieved                              |
| Obtain Charter Standard Adult Club FA accreditation       | Examine the list of requirements needed to achieve FA Charter Standard Adult Club Accreditation     |   | Brief all Adult team managers of the requirements of the Charter Standard Adult Club Application  | Club Sec, Child Protection Officer Sponsorship / Fundraising Coordinator  | Oct 04 Submitted                               |
| Obtain Charter Standard Community Club status             | Examine the list of requirements needed to achieve FA Charter Standard Community Club Accreditation |   | Details from The FA Website.<br>Discuss Club requirements with the Devon FA Development Officer<br>Prepare and complete application form with advice from Devon FA Development Officer  | Child Protection Officer Sponsorship / Fundraising Coordinator  | Oct 04 submitted                               |



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|------------------|--|--|--|---|----------------------|
| Playing Football | To provide the Opportunity for Competitive Football for all ages                               | To run as many teams as Geographically possible in Horrabridge.  | Enter Teams in Leagues   | Coaches, Managers   | Ongoing              |
| Retention        | From U8 mixed Mini Soccer to Veterans male Soccer by season 06/07                              | Maintain and increase membership of HRSA<br>from 195 season 03/04<br>to 220 season 04/05<br>to 250 season 05/06<br>to 280 season 06/07 | Register all Players with Leagues.<br>Fulfil all Fixtures Paid by Member Subscriptions<br><br>Inform all present members of the benefits of HRSA<br>Advertise in local newspapers. | Club Sec. Treasurer,<br>Coaches, Managers<br><br>Club Sec.<br>Managers  |                      |
| Recruitment      | Develop Ladies / Girls Section at U11, U13 Girls mini soccer & Open age ladies by season 06/07 | Advertise in local newspapers.<br>Pass word of mouth requirements.<br>Liaise / advertise with local schools                            | Acquire local Sponsorships / Donations to cover all costs for development of new teams for Team Equipment and Accessories  | Club Sec, Child Protection Officer, Sponsorship / Fundraising Coordinator,  | Aug 07               |
|                  | To Develop Football in Horrabridge.  | Start Sunday coaching sessions for Under 8 football players male and female  | Acquire additional training aids through Football Foundation SGS, Awards for All and club funds.<br><br>Fund an accredited coach through Football Foundation SGS and club funds.   | Club Sec,<br>Sponsorship/Fundraising Coordinator,<br><br>Child Protection Officer<br>Sponsorship /<br>Fundraising Coordinator | Aug 04<br><br>Aug 05 |



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|---|---|---|--|--|------------|
| Improving Coach Education   | To develop and maintain a high standard of coaching                 | Ensure that every team has at least one qualified coach.  |  |  |            |
|   |   | Level 1 x 12 by Sept 04 @ £50 per Cse<br>Level 2 x 2 by Sept 05 @ £225 per Cse<br>Level 3 x 2 by Sept 06 @ £250 per Cse                                       | Apply to DCFA as per County Cse dates<br>Paid by Club Funds or Sponsorship<br>approach Football Foundation SGS | Club Sec. Coaches,<br>Managers Committee | Ongoing    |
|   |   | Improve knowledge in first aid with Qualifications such as<br>Emergency First Aid Cse x 12 @ £11 per Cse<br>Basic Treatment of Injuries Cse x 5 @ £70 per Cse |  |  |            |
|   |   | Undertake Referees Courses x 12 @ £10 per Cse   |  |  |            |
|   |   | Improve all Managers and Coaches awareness of Child Protection Standards  | In house Seminar<br>Apply to DCFA Development Officer  | Club Sec. Child Protection Officer       | Ongoing    |
|   |   | Aim to achieve at least a 1:10 coach to player ratio in each squad.   | Recruit additional coaches   | Child Protection Officer, All Members    | Dec 04     |
|   |   | Codes of Conduct and policies to be issued to all Team Managers.  | To be included in NEW managers handbook  | Club Sec                                 | Dec 04     |
| Codes of Conduct to be issued to all players and parents yearly   | To be issued at initial signing on night                            | Club Sec  | July 05  |  |            |
| Ensure that all coaches are vetted and police checks are carried out.<br>Maintain Database of volunteers. | Ensure all coaches fill in the necessary forms and Database updated | Managers, Committee<br>Child Protection Committee   | Jan 05   |  |            |



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| Strategic Aims  | Objectives   | Requirements   | Actions   | Responsibility  | Time scale              |         |
|---|--|--|---|---|-------------------------|---------|
| Improving Facilities in Fillace Park Horrabridge and surrounding area | Develop Football Playing Areas in Horrabridge.           | Provide and improve Mini Soccer Pitches.   | Approach Maristow Estate for Pitch at Pound.  | Committee, Managers   | Ongoing                 |         |
|   |  | Provide and improve 11 a side Pitches.   | Approach Horrabridge Primary School.<br>Approach Land owner for land opposite Walkham Meadows Horrabridge   | Chairman  | Ongoing                 |         |
|   | Develop Football Facilities in Fillace Park Horrabridge. | Build Improved and additional changing facilities / Hospitality Building, Approx £350,000<br>Football Pitch Redevelopment. Especially Drainage, Approx £15,000 | Commence discussions with Rec Field Trust , Football Foundation , Devon FA Development Officer & WDBC Sports Development Officer, Landfill Tax Credits & local MP | Sub Committee   | May 05 Start?           |         |
|   |  |  | Recruit Suitable Individual approach Football Foundation SGS  | Committee   | May 05                  |         |
|   | Maintain Football Facilities In Fillace Park             | Appoint Part Time Grounds man  | Ensure Pitches are in Good Order  | Cut and Mark Pitches Regularly                              | Grounds Man             | Ongoing |
|   |  |  | Ensure Changing Facilities are in Good Order  | Purchase ground maintenance equipment<br>Maintain Equipment | Grounds Man             |         |
|   |  |  | Ensure Canteen Facilities are in Good Order   | Maintain stock levels                                       | Sub Committee Treasurer | Ongoing |
|   |  |  | Appoint Part Time Car Park Attendant  | Recruit Suitable Individual                                 | Committee               | Ongoing |
|   | Improve spectator facilities                             |  |   |   |                         | May 04  |
|   | Improve Club Transport                                   | Provide a Club Mini-Bus  | Purchase Mini-Bus Approx £7,000 Club Fundraising Activities   | Sponsorship / Fundraising Coordinator                       |                         | Aug 06  |



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| Strategic Aims                                    | Objectives   | Requirements  | Actions  | Responsibility       | Time scale |
|---|--|---|--|----------------------|------------|
| Managing Efficiently                              | Ensure that Club has an effective and sustainable management   | Carryout a review of the committee structure          | Prepare and agree annual budget  | Exec Committee       | May 05     |
|   | Improve day to day management of the clubs activities and maintain efficient financial and administrative procedures | Introduce budgetary control and management accounting | Produce Monthly Management Accounts  | Treasurer, Committee | Achieved   |
|   |  |   | Hold Annual Evaluation Meeting   | Treasurer, Committee | March 05   |
|   |  |   | Make Development an Agenda Item at Quarterly Meetings<br>Take corrective action as necessary | Chairman             | Achieved   |
|   | Monitor Effectiveness  | Annually evaluate progress against Development Plan   | Issue annual feedback forms to members   | Committee            | May 05     |
|   |  | Monitor Performance against Budget Quarterly          |  |                      | April 05   |
| Encourage and evaluate Feedback from Club Members |  | Review feedback and respond as necessary              |  | May 05               |            |



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|-----------------------------|--|--|---|---|------------|
| Accessing Resources         | Increase income from sponsorship, grants and donations | Develop and maintain data base of former & potential funders         | Input Data  | Sponsorship/Fundraising Coordinator,                      | Achieved   |
|                             |  | Develop ongoing relationships with key funders from local businesses | Invite funders to club events/functions<br>Mail newsletter to funders   | Sponsorship / Fundraising Coordinator                     | Nov 04     |
|                             |  |  | Invite key partners to club events/ functions<br>Mail newsletter to club partners                                       | Sponsorship / Fundraising Coordinator                     | Nov 04     |
|                             |  | Make regular selected and targeted approaches for funding            | Keep up to date with funding trends and opportunities   |   | Ongoing    |
|                             |  |  | Research and select potential funders   |   |            |
|                             |  |  | Make targeted applications for funds  |   |            |
|                             |  | Maintain and develop strategic partnerships and relationships        | Maintain good relations with Devon FA   | Club Sec  |            |
|                             |  |  | Maintain good relations with WDBC Sports Development Officer  | Child Protection Officer                                  |            |
|                             |  |  | Develop relationships with local feeder league clubs  |   |            |
|                             |  | Develop Local School Partnerships                                    | Maintain good relations with 42 Cdo RM Bickleigh Barracks and Horrabridge Primary School for Winter Training Facilities | Sponsorship / Fundraising Coordinator<br>Liaise with DCFA |            |
| Contact each school in area | Schools Liaison Officer                                |  | Feb 05  |   |            |
|                             | Meet Local School Sports Coordinator                   | Schools Liaison Officer  | Jan 05  |   |            |



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|  |  |  |  |   |                              |
|--|--|--|--|---|------------------------------|
|  |  |  | <p>Organise Local Primary School Tournament<br/>DCFA Sponsor for Year 5 &amp; 6 mixed boys &amp; girls teams</p> <p>Offer out of school coaching</p>                           | <p>Schools Liaison Officer &amp; Committee Liaise with DCFA and Head Teachers of<br/>Horrabridge Primary School<br/>St Andrews School (Buckland)<br/>Meavy School<br/>Princetown School<br/>Walkhampton School<br/>Bickleigh Down Primary</p> | <p>March 05</p>              |
|  |  | Hold fundraising events                  | <p>Organise Annual Football Tournament</p> <p>Organise Race Nights</p> <p>Organise Golf Day</p> <p>Organise sponsored 24hr football match</p> <p>Organise Christmas raffle</p> | <p>Sub Committee</p>  | <p>Jan 05</p> <p>Ongoing</p> |
|  |  | Run a Catering Service from Club Canteen | <p>Appoint Canteen Staff</p> <p>Maintain stock levels</p>  | <p>Sub Committee, Treasurer</p>   | <p>Ongoing</p>               |
|  |  | Sell personalised club goods             | <p>Investigate suppliers &amp; designs</p> <p>Maintain stock levels</p>  | <p>Sub Committee</p>  | <p>Jan05</p>                 |
|  |  | Develop web site selling                 | <p>Liaise with web site designer</p>   | <p>Sub Committee</p>  | <p>Ongoing</p>               |



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| Strategic Aims | Objectives                                       | Requirements   | Actions  | Responsibility   | Time scale            |
|----------------|--|--|--|--|-----------------------|
| Publications   | Heighten local knowledge of our activities       | Meet with publishers of local magazines and newspapers                                 | Submit regular articles in all media                                   | Committee, Managers  | Achieved<br>Ongoing   |
|                | Develop the club website                         | Develop the club website at <a href="http://www.hrsports.co.uk">www.hrsports.co.uk</a> | Keep the website designer informed of club developments and activities | Committee, Managers  | Achieved<br>Ongoing   |
|                |  | Codes of Conduct and policies to be published on Web Site                              | Keep the website designer informed of club developments and activities | Child Protection Officer<br>Sponsorship /<br>Fundraising Coordinator             | Achieved<br>Ongoing   |
|                | Pass on Club information Booklet to Club Members | Booklet Published on Website   | Keep the website designer informed of club developments and activities | Child Protection Officer<br>Sponsorship /<br>Fundraising Coordinator<br>Club Sec | Achieved<br>Submitted |

This is a live document which will be updated as required



# Building a Better Attitude