

Romsey Hockey Club Club Development Plan 2018 - 2022

November 2018

Published Date: Nov 2018

Action Review Date: March 2019

Plan Review Date: June 2019

Written and Agreed by: Romsey Hockey Club
Committee

Where are we now?

2018/19 season:

Romsey Hockey Club's senior section currently field four women's teams, four men's team and one mixed team. Our thriving junior section consists of one team in each age group U12, U14, U16 and one U18 girls team. We also have girls and boys U8 and U10 teams. Romsey HC also play in an Indoor League, summer league and mixed summer league.

We have been a combined men's and ladies club for just ten years, throughout this time we have gone from strength to strength by increasing our coaching and umpiring capacity with both playing and non playing members signing up and completing respective qualifications. We hold our strapline 'for the whole family' at the centre of all that we do. Recent members have all given 'friendly and inclusive' as the reason for joining our club.

Teams: (2018/19)

Mens: 1st XI - Hampshire 1, 2nd XI - Hampshire 4, 3rd XI - Hampshire 6, 4th XI - Hampshire 9, Summer League, Indoor
Women: 1st XI - Hampshire 1, 2nd XI - Hampshire 2, 3rd XI - Hampshire 6, 4th XI - Hampshire 7, Summer League, Indoor
Mixed Teams: Playing Summer League, Adhoc festivals and in the EH National Cup
U12 Boys - Wessex 2 West, U14 Boys - Wessex 2 West, U16 Boys - Wessex 2 South
U12 Girls - Hampshire 2 South, U14 Girls - Hampshire 2 South, U16 Girls - Hampshire 2 South, U18 Girls - Hampshire 1
U10 and U8 Mixed Squads - Play in monthly festivals organised by various clubs

Committee:

The Club is managed by an Executive Committee comprising:

- Chairman
- Vice Chair
- Secretary
- Treasurer
- Ladies Club Captain
- Mens Club Captain
- Junior Chair
- Junior Club Captain
- Junior Secretary

The Club is run by the Executive Committee and an Operational Committee of other members with specific responsibilities delegated to them by the Executive Committee. The Operational Committee comprises:

- Fixtures Secretary
- Men's and Ladies' Team Captains
- Publicity Officer
- Umpire Liaison Officer
- Discipline Officer
- Welfare Officer
- Coach Development Officer
- Umpire Development Officer
- Webmaster
- Junior Team Managers
- Social Secretary Men and Ladies
- Sponsorship Secretary

The current committee was elected at the AGM held in June 2018.

Commented [1]: Should we have Catherine's Role here? Is it in this 'band' on EH affiliation page.

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

We aim to develop the skills and abilities of all our members who wish to progress:

- Committee Members - EH training sessions, regular meetings to support and develop, role shadowing
- Coaches - Club coaching, EH Coaching qualifications
- Umpires - in club umpire coaching (theory and practice), League appointments, EH Umpire courses/qualification
- Team Managers - EH training sessions, regular meetings to support and develop, role shadowing

Facilities:

Facility Name	Facility Type <i>(e.g. 5 a side pitch, 4 court hall etc)</i>	Usage <i>(e.g. training/matches)</i>	Day(s) Used	Hours Used	Cost	Notes <i>(E.g. level of usage, issues, opportunities)</i>
Romsey Community School	Astroturf	Training and matches	Saturday Sunday	8 hours 1.25 hours	£20/ hour juniors £34/hour adults without lights £68/ hour adults with lights (prices confirmed 20/11/18)	Limited on week nights due to football use. Very poor playing surface unsuitable for higher level hockey. Saturdays - up to 4 Adult fixtures Sundays - U10 and U8 Training
Hampshire Collegiate School	Astroturf	Training and matches	Wednesday Thursday Saturday Sunday	3 hours 3.5 hours 2 hours 1.5 - 6 hours	£32/hour without lights £40/hour	Training on Wednesday and Thursday evenings for all juniors and adults 10 years and over.

				depending on number of fixtures	with lights (prices confirmed 20/11/18)	Saturdays - 1 mens fixture Sundays - generally all junior fixtures
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Other pitches (e.g. FE College) are available to hire.

Partnerships

Organisation	Relationship/Agreement	Formal Agreement?
Romsey School	RHC are longstanding users and supported of the school. Many of our members are current and ex pupils. ATP due to be relayed, if we are able to assist with the funding we will formally join the management group for the ATP and be a 'preferred user'.	None
Hampshire Collegiate School	RHC have used the ATP for 10 years and have a good relationship with HCS. Many of our members are current and ex pupils.	None
TVBC - Kings Chase	New pitch to be laid in the next 2 or 3 years with a club house. Possible new home, opportunities are currently being explored.	None

SWOT Analysis:

<p>Strengths</p> <ul style="list-style-type: none"> ➤ Inclusive, friendly and nurturing family club - Welcoming and opportunities to meet new people ➤ Strong enthusiastic collaborative coaching ➤ Sportsmanlike and respectful ➤ Level of volunteer support ➤ Large junior section that has very supportive parents ➤ Strong links between junior & senior ➤ Opportunities to play whatever your level, age, ability, race and gender ➤ Variety, indoor/outdoor, mixed, juniors ➤ Creates a community of people who love hockey ➤ Creating life skills socially and emotionally ➤ Not too expensive 	<p>Weaknesses</p> <ul style="list-style-type: none"> ➤ Development and communication gaps within some sections of club ➤ Communication more information to the whole club ➤ More inclusive for juniors ➤ Lack of a 5 year plan – everything has been centred around Kings Chase ➤ Lack of forward thinking ➤ Lack of fundraising and sponsorship ➤ Poor Astro at Romsey School - Frozen pitch ➤ Lack of new committee members/volunteers ➤ Youth section not strong enough to retain their best players ➤ Participation from juniors in lower social classes – 2 ➤ Limited coaches for the adult sections
<p>Opportunities</p> <ul style="list-style-type: none"> ➤ Umpire and Coaching Qualifications ➤ First Aid Qualifications ➤ Contribution to the wider community ➤ Fuel grassroots hockey development - local schools 	<p>Threats</p> <ul style="list-style-type: none"> ➤ Quality of pitch ➤ Over reliance on committee members - plans of succession needed ➤ Capacity of growth ➤ Retaining better players

Where do we want to be?

Club Vision/Ethos:

Romsey Hockey Club aims to promote and provide playing opportunities to individuals at all abilities and ages in a positive atmosphere.

Our hockey family extends to all who participate in the club – players, umpires, coaches, volunteers and parents.

It is everyone's responsibility to foster an encouraging and inclusive environment where all members feel valued and successful.

Key goals for the next 3-5 years:

- To see the Mens 4th XI and Womens 3rd XI promoted into Hampshire Divisions 8 and 5 respectively
- To ensure all teams hold or progress from the current divisions
- To ensure each team, Adult and Junior, has at least 2 players/parents umpiring regularly
- Create an internal club youth development program similar to EH DC program
- Increase the number of qualified coaches (sessional or higher) to 25
- Ensure each team has a dedicated coach pitch side Saturdays
- A minimum of 1 Lead & 2 assistant coaches at every adult training session
- To put in place succession planning for the Head Coach role

Action Plan

Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress	
Club Management and Governance						
Maintain the strong structure of the Committee	<ul style="list-style-type: none"> Regular Committee meetings Support all members of the committee Compile job descriptions for all committee roles (including coaches/managers) to ensure clear direction and responsibilities inducted for new committee members/volunteers 	No cost	Chair/Secretary	Bimonthly meetings	Ongoing	
				Nov 18	Completed	
Greater community recognition	<ul style="list-style-type: none"> All teams to complete a match report each week Invite DoFE and Young Leaders from local schools to gain experience Contact School Games Organiser Use local social media to keep the Town updated/interested Reach out to schools to set up taster days 	Minimal	Captains/managers	Weekly	Ongoing	
			Secretary/Junior Chair	Oct 2019	Ongoing	Ongoing
Increase member satisfaction	<ul style="list-style-type: none"> Twice yearly survey (December/May) for members to be able to feed back about the club Schedule in response analysis in Committee meetings Communicate survey results and actions the club will be taking to develop 	No cost	Committee/Web manager	May 2019		
			Secretary	Ongoing		TBC
			Chair	May 2019		
Club ethos and policies communicated to all members	<ul style="list-style-type: none"> Revise club ethos as a Committee using results from survey Communicate ethos to all members via email/facebook/Teamo Communicate links to policies on website Committee members/coaches/volunteers to agree to uphold the club ethos – agree as part 	No cost	Committee	July 2019	Completed	
			Web manager /Press secretary	TBC		
			Web manager	Oct 18		
			Chair/Secretary/Committee	Dec 18		

	of job role description				
Up to date player database	<ul style="list-style-type: none"> All players to be registered on the database by 15th October each season Data to be used for reporting the EH, HHA and for funding requests Ensure all data held is GDPR compliant 	No cost	Secretary	Ongoing	Ongoing

Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress
Welfare – Safeguarding/Equity/Grievance					
All teams to have fully stocked First Aid Kits and four face masks	<ul style="list-style-type: none"> Welfare Officer to take stock of First Aid Kits and order new stock Compile a list of necessary items to be kept in each bag to aid stock checking/reordering Captains to be responsible for buying/maintaining face masks and reporting First Aid Kit usage to Welfare Officer 	Cost of replenishment	Welfare officer	Oct 18 Ongoing	Completed Ongoing
		Cost of buying face masks	Welfare officer/captains	Jan 19	
Compile and update a record of which members have DBS checks, Coaching qualifications and First Aid qualifications and expiry dates	<ul style="list-style-type: none"> Welfare Officer to collate information she has on record for DBS checks Communicate with whole club regarding First Aid and coaching qualifications 	No cost	Welfare Officer	Initial list to be completed by Dec 17 Ongoing	
Ensure safeguarding procedures are in place and new members/volunteers understand these	<ul style="list-style-type: none"> Induction process to be developed for all current and new members All policies to be uploaded on the website Share links to policies with all members Clear point of contact for safeguarding communicated to whole club 	No cost	Committee/Welfare Officer	Sept 20	Completed
			Web manager	Oct 18	
			Welfare Officer	Dec 18	
Basic First Aid training	<ul style="list-style-type: none"> Welfare officer to source group First Aid course 	TBC	Welfare officer	Course to be	

for key members in each team	for key members			completed by Sept 2020	
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Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress
Workforce – Coaches/Officials/Volunteers					
To have at least 1 confident/competent umpire in each team (including Juniors)	<ul style="list-style-type: none"> Continue to run yearly Introduction to Umpiring Courses within the Club Give potential umpires opportunities to practice umpiring at training sessions Point of contact for Umpire development on the website Coaching sessions during games RHC to cover the costs of courses 	Minimal Cost of courses	Umpire Development Officer Web Manager	Yearly Ongoing Dec 18 Ongoing	Ongoing Ongoing Ongoing
Each Junior team to have a Coach and Manager to share the workload	<ul style="list-style-type: none"> Communicate coaching courses available to whole club Ask members/parents what stops them from taking on a role Coaching sessions for coaches with constructive feedback RHC to cover the costs of courses 	Minimal Cost of courses	Director of Coaching Chair/Junior Chair	Ongoing July 19 To start by Oct 2019	
Each Senior team to have a dedicated coach	<ul style="list-style-type: none"> Advertise vacant coaching positions externally and within the club Promote opportunities to develop coaching skills Communicate role description 	Possible funding by club for coaches	Director of coaching Liase with Treasurer/Committee regarding funds	2020/21 season	
Succession planning - Separate the Director of Coaching and Head Coach roles	<ul style="list-style-type: none"> Clear role descriptions Director of Coaching to fulfill a more administrative role rather than practical pitch time - liaising and organising the coaching 	Coach funding	Director of coaching Liase with Treasurer/Committee regarding funds	2019/20 season	

	<ul style="list-style-type: none"> team Head Coach to fulfill the practical role running and leading sessions Director of coaching and Head coach to work together to ensure that the correct environment for player development is always achieved 				
Encourage more people to take a role within the club	<ul style="list-style-type: none"> Communicate ways in which people can develop their skills within the club Survey members to see what skills they can bring Nominate members for local/national awards for recognition 	No cost	Committee/Secretary Web manager	Ongoing May 2019 Yearly	

Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress
Playing Programme and Participant Pathways – Competition & Training					
To get the Mens 4th XI and Ladies 3rd XI promoted	<ul style="list-style-type: none"> Dedicated coach for each team Selection meetings between captains Integrate juniors into the team 	Funding for coaches	Captains, Director of Coaching	Sept 2021	
Strengthen the Junior section in order to retain best players	<ul style="list-style-type: none"> More sessions so players aren't restricted to 1 session per week Encourage stronger junior players to train and play with adult teams to further stretch themselves Improve links with local schools 				
Ensure everyone has an opportunity to play – not just Saturdays	<ul style="list-style-type: none"> Offer more sessions and pitch time so members are not restricted to only training on one evening or once a week Offer Specific skill sessions based around 	Funding for pitch time	Coaches/managers	Ongoing	

	<p>singular skill sets e.g goal-scoring or defensive principles. Using both theory and practical execution to help and improve understanding</p> <ul style="list-style-type: none"> • Back2Hockey • Walking Hockey 				
Coaching plan	<ul style="list-style-type: none"> • Create a school outreach program for primary schools to offer hockey to kids aged 6-11 and encourage participation • Aim to increase qualified coaches (Sessional or higher) numbers to 25 in the next 3 years • Aim to have 1 lead & 2 assistant coaches at every adult session • Offer regular goalkeeper specific sessions (bring in a specialist coach) • Creation of a club youth development program with similar principles to the EH DC program 	Funding	Director of coaching / Committee	Ongoing	
Selection	<ul style="list-style-type: none"> • Ensure a clear and organised selection policy is in place for whole club • Make sure the selection policy is available to all club members • Ensure that selection policy offers equal opportunities for both adults and juniors alike 	Minimal	Committee/Captains	Ongoing	

Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress
Marketing and Member Recruitment					
To increase member numbers each year	<ul style="list-style-type: none"> • Advertise the club in local newspaper • Continue to do back to Hockey and Summer camps to gain new members • Reach out to schools to recruit members – 	<p>Minimal</p> <p>Refer to costs for previous years</p>	<p>Press secretary</p> <p>Head Coach</p> <p>Captains</p>	<p>Ongoing</p> <p>May 2019</p>	Ongoing

	introduce taster day				
Use social media to have more of a presence	<ul style="list-style-type: none"> Romsey HC to have accounts for Facebook, Twitter and Youtube Regular updates communicated through social media Ensure new members are invited to join – new member induction process 	Minimal	Press Secretary/Web manager	Ongoing	

Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress
Member Satisfaction – The other things that make for an enjoyable experience					
Ensure members/parents are kept updated	<ul style="list-style-type: none"> Pre-season newsletter to go out detailing any changes and communicating key information Regular updates 'What's happening at RHC?' posted on website and social media Feedback to the club about Committee meetings, in turn raising the profile of the Committee 	Minimal	Chair/Junior Chair Webmaster	Every September At least monthly	Ongoing
Continue to organise a Christmas event and End of Season Awards	<ul style="list-style-type: none"> To ensure the appeal of the event is inclusive to all spectrums of the club Plan for the events early to ensure we are more organised - Committee meeting agenda Advertise the events more to improve numbers attending 	Club resources for deposits and advertising	Social Secretary	Ongoing	
Junior Social Events	<ul style="list-style-type: none"> Continue End of season fun day, awards and BBQ Junior Committee to include more social events for junior section/teams/ages Vote in a Junior member to the Junior Committee 	Club resources	Junior Chair/Junior Committee	Annually Sept 2019	Ongoing

A greater presence in the community	<ul style="list-style-type: none"> Enter into local events – bed race, carnival, Rosmev 5K - Fundraising for a local charity Regular match reports in the Advertiser including photos Report Junior achievements to their school 	Cost of entering	Team Managers/Captains	1 event in 2019 2 events in 2020 Ongoing	
Opportunities to play as families	<ul style="list-style-type: none"> Ladies Back to Hockey, creation of ladies 4th team (daughters now playing with mothers) Men's back to hockey sessions and targeting parents of juniors Family mixed tournaments - currently Christmas tournament, potential end of season tournament 	Minimal	Chair/Junior Chair	Ongoing May 2020 April 2020	Completed

Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress
Facilities					
Manage the move to Kings Chase in order that we are satisfied with the service	<ul style="list-style-type: none"> Communicate regularly with TVBC to keep updated about new information Work with Romsey Rugby Club in order to reach an agreement for shared usage of the Clubhouse Contract with Kings Chase/Romsey Rugby Club to secure our interests 	No cost	Chair/Secretary	Ongoing Sept 2020	
Push forward with re-surfacing of Romsey School Astro	<ul style="list-style-type: none"> Complete Clubmark in order to apply for funding from Sport England Communicate regularly with Romsey Community School 	No cost	Chair/Secretary	Dec 2018 Ongoing	
Equipment					
Regular checks of goalkeeper kits to ensure they are maintained	<ul style="list-style-type: none"> Subsidised subscriptions for goalkeeper members if they buy their own kit Yearly audits of kits to ensure safety 	Variable	Captains/Managers		

Purchase minis goals	<ul style="list-style-type: none"> Once established at Kings Chase Get price quotes nearer the time Discuss funding with treasurer - how much extra do we need? 	Club resource Sponsorship	Junior chair Treasurer	Dec 2020	
Purchase dugouts for Kings Chase	<ul style="list-style-type: none"> When date confirmed Get price quotes nearer the time Discuss funding with treasurer - how much extra do we need? 	Club resource Sponsorship	Chair	Sept 2021	

Objective	Actions	Resources	Lead / Supported by	Timescale / Deadline	Progress
Finance and Fundraising					
Use Easy Fundraising to raise funds for the club	<ul style="list-style-type: none"> Communicate with the whole club the Easyfundraising app Give club a target to work towards 	Minimal	Sponsorship	April 19 TBC	
Gain sponsorship from local businesses	<ul style="list-style-type: none"> Network with local businesses – possibly people with links to the club Promote local businesses who sponsor us through links on website, logos on shirts 2nd meeting Nov 2018 with Romsey school to measure up and determine an area of fencing for club to use for banner advertising. 	Minimal	Sponsorship	Ongoing	