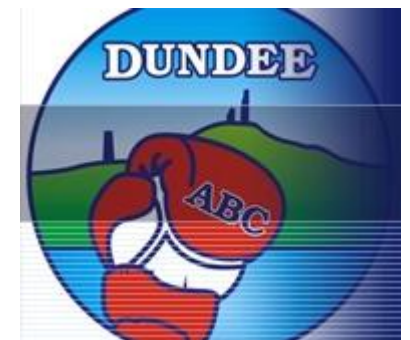




CRAIGIE COMMUNITY SPORTS HUB

DEVELOPMENT PLAN

2011 - 2015



MISSION STATEMENT TO BE ENTERED HERE

"Craigie Community Sports Hub"

Club sport in Scotland 2011-2015

A framework for club sport: Ensuring sport clubs are part of the fabric of their community

As the national agency for sport, **sportscotland**'s vision is a Scotland where sport is a way of life. To achieve this vision, Scottish sport needs to focus on developing and supporting a world class sporting system at all levels. This system connects school sport, club sport and performance sport – and is supported by people, places, partnerships and planning.

The one area of the system that has not received significant focus and investment to date is club sport. They are an essential part of the system and there is a need to provide clearer direction to ensure they can play their part.

Following the consultation surrounding our corporate plan, the club sport framework has been developed. It is based on the thoughts of professionals and volunteers who hold a stake in Scottish sport. It is designed to be a reference point for **sportscotland**, Scottish governing bodies of sport, national and local partners and it is intended to inform planning and practise in club sport. It compliments other strategic sporting documents like [*Reaching Higher*](#), [*Coaching Scotland*](#) and the *Volunteering framework*.

This document provides clear direction to all partners to ensure that we have world class sport clubs in Scotland. It is split into the following 6 priority areas which have been identified through consultation with partners:

1. Well Organised Clubs
2. Better Connected Clubs
3. Well Promoted Clubs
4. Investment In Clubs
5. Great People In Clubs
6. Great Places In Clubs

What we have done as **Craigie Community Sport Hub** is taken guidance from the Club Sport Framework and made the headings relevant to our club and our ambitions for growth in all areas. We have set out our Club Development Plan in the same format as the Club Sport Framework and we hope that by doing so we will bring clarity to other organisations, partners and most importantly members of the public as to what our goals are for our Community Club

For more information on Sportscotland's Club Sport Framework please visit www.sportscotland.org.uk

Craigie Community Sport Hub - CLUB DEVELOPMENT PLAN

WELL ORGANISED CLUBS

| OBJECTIVES | ACTIONS | RESPONSIBLE PERSON | TIMESCALE | PROGRESS |
|----------------------------|---|--|-----------|----------|
| AGM | Hold Annual General Meeting | Chairman | | |
| Committee Meetings | Hold Monthly Committee Meetings | Chairman | | |
| Committee Structure | <p>Updates per meeting: Community Club Accounts Club Dundee / Sport Dundee Individual Club Highlights</p> <p>Create & Propose new improved Committee Structure</p> <p>Create Job Descriptions for each role within Committee Structure detailing all roles and responsibilities of volunteer staff</p> | <p>Treasurer Chairman Various</p> <p>Chairman / Sec</p> <p>All</p> | | |
| SCIO Status | Club to achieve Charitable Status by becoming a Scottish Incorporated Charitable Organisation (SCIO) | Chair / Sec | | |
| New Activities | Where there is a recognised need the club will try and deliver new activities for the members and the local community | All | | |
| PVG Checks | Ensure all Hub coaches who work with children & vulnerable adults are PVG checked | All member clubs | | |

Craigie Community Sport Hub - CLUB DEVELOPMENT PLAN

BETTER CONNECTED CLUBS

| OBJECTIVES | ACTIONS | RESPONSIBLE PERSON | TIMESCALE | PROGRESS |
|---|--|--------------------|-----------|----------|
| <p>Community Club Connection</p> <p>Community Engagement</p> <p>Business Sector</p> <p>Volunteer Centre</p> | <p>Hold 3 annual Community Club social events to encourage all clubs to come together and meet</p> <p>Create, distribute and collate feedback through a consultation paper for following areas of Community Club:</p> <ul style="list-style-type: none"> • Existing Club Members • Coaches a& Volunteers • Committee Members & Officials • Local Residents <p>Identify local businesses and create official partnership links through the Community Club to support with:</p> <ul style="list-style-type: none"> • Sponsorship • Marketing • Volunteering Opportunities <p>Ensure the Hub is linked to the Volunteer Centre and that opportunities to volunteer within the Hub are promoted</p> | | | |

Craigie Community Sport Hub - CLUB DEVELOPMENT PLAN

BETTER CONNECTED CLUBS

| OBJECTIVES | ACTIONS | RESPONSIBLE PERSON | TIMESCALE | PROGRESS |
|---|---|---------------------|-----------|----------|
| <p>Quality Mark</p> <p>Club Dundee / Sport Dundee</p> <p>School to Club Link</p> <p>Local Authority</p> | <p>Ensure that DUSC continue with Quality Mark scheme and remain at Community Club Level</p> | <p>Chair</p> | | |
| | <p>Ensure all Club Dundee & Sport Dundee affiliations and requirements are kept fully up to date</p> | <p>Chair / Vice</p> | | |
| | <p>Ensure correct people are identified for Dundee Sport Awards each year</p> | <p>Chair / Vice</p> | | |
| | <p>Identify a suitable Education representative to sit on the Community Club Committee</p> | <p>Chair</p> | | |
| | <p>Investigate opportunities for players / coaches to help with school curriculum coaching and extra curricular activities.</p> | <p>Chair / Vice</p> | | |
| | <p>Ensure the club is continually linked to local authority departments for additional support when required:</p> | <p>Chair / Sec</p> | | |
| <p>Environment Department - Pitches City Development - Buildings / Land</p> | <p>Chair / Sec</p> | | | |

Craigie Community Sport Hub - CLUB DEVELOPMENT PLAN

INVESTMENT IN CLUBS

| OBJECTIVES | ACTIONS | RESPONSIBLE PERSON | TIMESCALE | PROGRESS |
|--|---|--|-----------|----------|
| <p>Business Plan</p> <p>Income Generation</p> <p>New Sponsor's / Investors</p> <p>Marketing / PR Booklet</p> | <p>Identify and recruit professional support to develop a CCSH Business Plan</p> <p>Ensure that Club's DD fee's are set at an affordable rate for clubs and members but is also set to ensure sustainability. (maintenance and annual building costs)</p> <p>Identify and confirm new sponsorship for Club on annual basis</p> <ul style="list-style-type: none"> • Main Sponsor • Website <p>Create a CCSH Profile Booklet to hand out to potential sponsors / investors detailing:</p> <ul style="list-style-type: none"> • Club Information • Playing and Non Playing Staff • Current Sponsors • Sponsorship Opportunities • Sponsor Benefits • Club Ambition • Club Development Plan | <p>Chair / Sec / SDO</p> <p>All</p> <p>Commercial Manager</p> <p>Chair / Sec / SDO</p> | | |

Craigie Community Sport Hub - CLUB DEVELOPMENT PLAN

INVESTMENT IN CLUBS

| OBJECTIVES | ACTIONS | RESPONSIBLE PERSON | TIMESCALE | PROGRESS |
|---|---|--|-----------|---|
| <p>Club Bank Account</p> <p>Fundraising Events</p> <p>External Funding Support</p> | <p>Ensure Club Bank Account requirements are kept up to date with Lloyds TSB</p> <p>Ensure all affiliated Clubs are fulfilling DD requirements for monthly fee's</p> <p>Identify suitable opportunities to spend additional Club profit each year</p> <p>Coordinate a minimum 3 annual Fundraising events for players, committee, families, friends & supporters.</p> <p>Identify and apply for potential sources of external funding for Club Development activities</p> <p>Investing In Ideas - Feasibility Grant Sports Payback Money - Huntly Pavilion Sportscotland Lottery Grant - 3G Astro</p> | <p>Treasurer</p> <p>Treasurer</p> <p>All</p> <p>All</p> <p>Chair / Sec</p> | | <p>Bid drafted by DMck - needs to be sub £45,000 bid in with National Committee</p> |

Craigie Community Sport Hub - CLUB DEVELOPMENT PLAN

GREAT PLACES FOR CLUBS

| OBJECTIVES | ACTIONS | RESPONSIBLE PERSON | TIMESCALE | PROGRESS |
|-------------------------------|---|--------------------|-----------------------|----------|
| Huntly Square Pavilion | <p>Complete asset transfer of Pavilion / Boxing / Portacabins all to the CCSH on a 25 year combined lease.</p> <p>Identify and access external funding to upgrade the quality of the facility to include:</p> <ul style="list-style-type: none"> • Additional 2 Changing Rooms • Small Games Hall | Chair / Vice | June 2012 2012 | |
| School Estate | <p>Liaise with Environment Department about possibility of community club managing the parks & pitches @ Money Musk</p> <p>Ensure the Community Club is linked to the school estate for use of facilities available for winter training and matches</p> | Chair / ASC / SDO | 2014 | |
| 3G Training Facility | <p>11 a-side football pitch Indoor Games Halls / Gym</p> <p>Investigate opportunity to build 3G pitch at Craigie High / Dundee College</p> <p>Investigate opportunity to develop current blaes pitch at Craigie to incorporate Floodlights & Third Generation Turf</p> | Chair / ASC / SDO | | |

