

BADMINTON England
Planning and Targets
1st April 06 to 31st March 07

County: Hertfordshire

Officer: Tom Burton

Work Programme Aims and Objectives

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	Aims & Objectives	Targets	Responsibility and/or Support	Comment on the success, giving qualitative & quantitative outcomes	Target Achievement Date.	Achieved
1	Communication with Key Partners					
1.1	County Badminton Associations	Maintain Contact	BDO		Ongoing	
		Attend HBA-HSBA Development Group meetings	BDO BHDC		Ongoing	
1.2	County Sports Partnerships inc. County Planning Workshop	Maintain Contact	BDO		Ongoing	
		Attend Sports Development Forums and appropriate working groups as approved by RDM	BDO HSP (CCSDM) LAs		Ongoing	
	Identify best use of CSN's to communicate at local level. (See 3.2)	Provide badminton input to CSN's	BDO		Ongoing 4 CSN's established by April 2007	
1.3	School Sports Partnerships	Keep database of SSPs Maintain communication Attend SSP where appropriate (PDM's)	HSP/HCC to provide to BDO		Ongoing Ongoing	
1.4	Regional Team Meetings	Attend RDM briefings quarterly as required.	BDO		As required	

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		quarterly as required.	RDM			
1.5	Individual 1 -1s with RDM	Attend 1-1 with RDM as scheduled	BDO RDM		As required	
2	Facilities					
2.1	Create and maintain a database of facilities within the County	Audit current knowledge Create the database Use established databases to aid process (i.e. Active Places).	HBA to hold centrally BDO & HQ	- Integrate Website details with 'Active Places' lists - Audit	31st March 07	
2.2	Investigate and support any new potential CCDP (Community Club Development Programme) applications informing the RDM	1 potential project identified Approach LAs and Facility Managers, Dual use schools etc	HBA BHDC BDO LAs HSP (As appropriate) SSPs		Ongoing	
2.3	Support Gosling Sports Park CCDP application, ensuring that Development Plan is being delivered and that the club becomes accredited and reports are submitted to RDM	Monitor Development Plan Accredited Clubs Reports submitted to RDM	BDO RDM	- Possible use of BE budget through structured development activity	As required	

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2.4	Ensure awareness of potential new builds in Herts bringing to the attention of BE and Gerflor	Complete new build referral form Canvass partners for prospective new builds	BDO HSP (As appropriate) HCC Sport. Ed Mgr		Ongoing	
2.5	Investigate which facilities allow discounts for affil./accredited clubs and market to members	Lobby LAs to follow good practice and adopt similar system	BDO		Ongoing	
3	County Development Plans					
3.1	Support County Development Group to establish and deliver a County Development Plan	Ensure complete membership of dev. committee inc. recruitment of district reps.	BDO BHDC		1 st October 07	
		Timetable annual dev. group dates in advance	BDO BHDC		1 st October 06	
		Develop and sign-off Yr 2 Action Plan	BDO BHDC		1 st Dec 06	
		Monitor, Evaluate and Review plan	BDO BHDC		31 st March 07	
3.2	Community Sports Networks – Link into Local Plans ensuring synergy	Ensure Plan links with wider sports development systems and frameworks and badminton is appropriately represented	BDO HSP LA BHDC		Ongoing 4 CSN's established by April 2007	

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4 Coaching						
4.1	Develop Coach Development Project with scUK CDO (HSP)	Establish an effective mentoring structure project in Herts	BDO scUK CDO	- Mentoring Workshop/Seminar planned (BE budget/scUK subsidised)	31 st March 07	
4.2	Facilitate Coach Education	3 Level 1 courses and 2 Level 2	BDO BHDC	- L1 planned for Late October/November - L2 planned for October/November	31 st March 07	
		2 level 1 courses through FE colleges	BDO	- Canvass FE Colleges (Oaklands/NH – Hitchin)	31 st March 07	
		Ensure coaches understand implications of BIG/Bisi	BDO Coaching Co-ordinator BHDC HBA		31 st March 07	
4.3	Deliver assimilation courses	1 course to be delivered on demand	BDO	- Possible use of BE Budget to encourage increased take-up of course.	31 st March 07	
4.4	Identify any potential CSC Applications and support them once brought to the attention of the RDM	Establish phase of scheme and deadlines from CSP	BDO HSP (ND)		From Jan 07 (as advised)	
		Canvass partners for interest and support in project	BDO PDMs LAs BHDC		Directed by timescales above	
		Provide further support in application process as directed by RDM	BDO RDM		As required	

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4.5	Establish daytime availability of coaches	Establish exactly who is available to coach during daytime once daytime delivery needs established	BDO Coaching Co-ordinator		1 st December 06	
4.6	Deliver a coaches update Seminar/Symposium	1 Course to be developed to update coaches on potential CPD opportunities	BDO Coaching Co-ordinator scUK CDO	- Use of BE Budget to ensure comprehensive delivery of seminar.	31 st March 07	
5	Leagues					
5.1	Identify unaffiliated leagues with contact details. Encourage all unaffiliated leagues to affiliate, marketing new league management package.	2 Unaffiliated leagues identified and prioritised – 50% from both leagues to affiliate	BDO	- Attend Stevenage League Committee meeting and discuss affil.	31 st March 07	
6	Schools & Junior Development					
6.1	Support those schools who have achieved/working towards Academy status	1 school to achieve Academy Status	BDO BHDC PDMs DoS		Ongoing as required	

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6.2	<p>Meet all Hertfordshire PDM's and discuss delivery need.</p> <p>Promote new badminton pathways and launch new junior pathways programmes (BIG, Bisi, etc) in needs lead areas.</p>	<p>Establish dev. plans with each SSP</p> <p>Develop sustained B. development activity in 3 or 75% of SSPs through inclusion in Partnership Development Plan</p> <p>200 More young people playing badminton in 12 OSHL clubs.</p>	BDO HSBA PDM	<p>- Possible use of BE budget to ensure b. is developed for sessions lasting 6 weeks+.</p> <p>- BE budget used to set-up possible OSHL clubs.</p>	1 st Dec 06	
6.3	Support CPD of Teachers in Badminton	Identify badminton teacher training needs through Local Delivery Agency (LDA)	BDO PDM LDA		31 st Jan 07	
		36 Teachers/Coaches undertaking BIG KS1&2 award	BDO PDM		31 st March 07	

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		12 secondary teachers to attend L1 course	BDO PDM		31 st March 07	
6.4	Establish more Junior Clubs and develop concept of transition clubs in Herts	2 new Junior Clubs	BDO		31 st March 07	
		1 new transition club	BDO		31 st March 07	
6.5	Ensure all clubs playing on school sights are affiliated	3 clubs to affiliate	BDO Sites		31 st March 07	
7	Herts Youth Games					
7.1	Develop HYG development plans with each LA aimed to increase and sustain participation through this event	Develop HYG plan incorporating LA SDOs SSPs (Plan to ensure sustained activity post-games) Develop effective mechanism for Monitoring and Evaluation	BDO BHDC LAs		Ongoing through 31 st March 07 until games. Sustained activity post-games	
7.2	Get clubs/county involved in development work programme of HYG	1 club per LA taking part Establish new HYG Badminton Organiser	BDO BHDC Clubs HBA HSBA		31 st March 07	
7.3	Use this forum for developing young leaders/SiS programme	15 new young volunteers engaged	BDO PDM		31 st March 07	

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	in partnership with SSPs	in badminton activity	DoS HSP (GK)			
7.4	Build possibilities for increasing the number of Junior Clubs	Create 2 new junior sections or new junior clubs as a result of this activity	BDO LAs PDMs	- Poss. use of BE budget to aid start-up costs of clubs.	Planning complete 31 st March 07	
8	Volunteering					
	Recruitment					
8.1	Volunteer Co-ordinators	100% of 'Silver Clubs' to have Volunteer co-ordinators	BDO HBA		Ongoing	
8.2	Develop one Student volunteering project with University	Engage 5 university Students in voluntary activity within Badminton	BDO HSP (GK) Universities	- Contact Bryn Clark and establish volunteering aspect of university courses.	31 st March 07	
8.3	Actively Promote and Support BJHA/BYHA and SiS Placements in local Clubs	Achieve 5 SiS placements in Local Clubs (Head Office)	BDO HSP (GK) PDMs		31 st March 07	
		Organise 2 BJHA course with 40 attendees	BDO PDM		31 st March 07	
		Organise 1 BYHA course with 20 attendees	BDO PDM		31 st March 07	

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8.4	Gain info and publicise National Umpire Development Programme	Receive info and sent out to interested parties	BDO		31 st March 07	
Retention						
8.5	Maintain County Volunteer Database within County (Justin – HO)	Maintain Database as required	BDO		Ongoing	
Recognition						
8.6	Nominations for the Yonex Volunteer Award	2 senior and 2 junior nominations to be received	BDO HBA BHDC		31 st October 06	
8.7	Promote Local Volunteer Awards	Develop County portfolio of volunteer nominees	BDO LAs HSP (As appropriate) BHDC		As required HSP STS Awards – applications end 31/03/07	
9 Marketing						
9.1	Generate more local and regional press coverage. Work with HBA Press Officer when recruited.	10 articles to be printed	BDO HBA Press Officer	- Email Paul Widdicombe and retrieve list of local newspapers that reports are sent to.	31 st March 07	
9.2	Increase awareness/sales of the BISI product in schools – equipment & awards	Sell 25 Bisi packs as part of wider PESSCL work	BDO		31 st March 07	
9.3	All England Championship and other BE/CBA organised events – Distribute Flyers at all events	Sell 50 tickets for AE championships and distribute flyers	BDO		Jan 07	

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9.4	Support launches of new LTAD products and services	Sell 24 LTAD Concise versions Sell 5 Mental Skills Guides	BDO CBA		31 st March 07	
9.5	Support the Marketing of new Coaching Resources to Clubs Coaches and Schools	Sell 20 Coaching DVDs Sell 10 Poster packs	BDO HBA		31 st March 07	
9.6	Support development of HBA Marketing Strategy	Ensure wide communication with all partners to produce robust plan.	BDO BHDC HBA HSP (CB)		31 st March 07	
10	Membership					
10.1	Increase membership: target Leisure Centres and set up possible 'Bonanza' event from which affiliation is a by product . Flyers produced at MK for incentives (reduced affiliation) for tracking - funded by BDO budget	3 events planned 100% of participants encouraged and directed to move into affiliated clubs	HBA BDO BHDC		31 st March 07	
10.2	Schools Affiliation – Encourage more schools and SSPs to affiliate to BE	6 SSPs/18 schools to affi. To BE	BDO PDM DoS		1 st December 06	
		Develop a joint Herts affil. package	BDO HBA HSBA		31 st March 07	
10.3	New affiliated clubs	12 new affil. clubs	BDO		31 st March 07	

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10.4	Support the delivery of taster sessions to increase membership in clubs	2 taster sessions	BDO			
11	Club Development					
11.1	Ensure Badminton Clubs are linked with local sports Forums/CSN's in Herts to support and Communicate with member Clubs	Initial meeting arrange by Jan 2007	BDO HBA BHDC			31 st March 07
11.2	Actively market Club Accreditation – Silver award	3 new clubs registered working towards Silver Club	BDO HSP (ND) BHDC			31 st March 07
		5 Accreditations to be completed	BDO LAs HSP (ND) C&CDO RDM			31 st March 07
		Run 2 'Silver Club' Support meetings (new clubs/working towards)	BDO HBA HSP (ND)	- Workshop 1: Ongoing accreditation support - Workshop 2: Presentation based accreditation awareness session - BE budget subsidised.		31 st March 07
		Investigate potential 'Herts' benefits package for Silver club	BDO BHDC HSP (ND)	- Currently developing package.		31 st March 07

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11.3	Deliver a club development workshop	Workshops aimed at Club Organisers and Volunteers. Promote opportunities to them (funding, CPD courses etc).	BDO	- BE Budget subsidised.	31 st March 07	
		15 clubs accessing scUK short courses (e.g. First Aid)	BDO scUK CDO			
11.4	Increase the number of Junior clubs being actively coached	Audit JCs to establish coaching needs Establish 3 new coach/club links	BDO Coaching Co-Ordinator	- Possible clubs include Academy JBC and South Oxhey JBC.	31 st March 07	
12	Development and Equity Projects					
12.1	BME Projects identified with a targeted development Plan	1 Project to be delivered 20 individuals encouraged into sustained participation	BDO LAs Non Sporting groups scUK CDO Aruna Sharma (Regional Equality Manager)	- BE Budget used to aid project's development.	31 st March 07	

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12.2	Women and Girls Projects identified with a targeted development plan	1 Projects to be identified 20 individuals encouraged into sustained participation	BDO LAs Non Sporting groups Aruna Sharma	- BE Budget used to aid project's development.	31 st March 07	
13	Health Projects					
13.1	With Local Partners develop a Healthy Work Place activity Programmes	1 Project planned	BDO PCT LA HSP (FC)	- Poss. use of BE Budget.	31 st March 07	
14	County Office					
14.1	Maintain Office and manage budget bringing any issue to the attention of RDM	Budget not exceeded	BDO RDM Finance HQ		Ongoing	
15	Funding					
15.1	External funding streams accessed to support development activities	2 Awards for All bids submitted on behalf of HBA & HSBA to part-fund TB's Work Programme.	BDO RDM HBA		31 st March 07	
		Develop funding proposal to put to HBA and HSBA to part-fund Year Two Action Plan	BDO RDM		31 st March 07	

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		4 Awards for All bids submitted on behalf of clubs to achieve new development activity.	BDO Clubs		31 st March 07	
		1 bid submitted to 'new' funding stream (BLF?)	BDO		31 st Nov 06	
16	Monitoring and Evaluation					
16.1	Submit quarterly progress report to RDMs	Submit work programme to RDM with progress column completed	BDO RDM		By 1st of month	
16.2	Submit monthly KPIs sheet to RDM	Submit to RDM	BDO RDM		By 3 rd of month	
16.3	Support RDM in collection of Participation data from participating LAs and Leisure Centres.	TBC	BDO RDM HQ		As directed by RDM or HQ	

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