

DOCUMENT ENDORSED BY COMMITTEE: 5th July 2018
FORMAL REVIEW DATE: July 2019

LAKELAND ORIENTEERING CLUB (LOC) **DEVELOPMENT PLAN 2018-2019**

1. Introduction

The priorities set out in the development plan reflect the key business of LOC which is to provide orienteering opportunities and to remain a reputable and thriving club by:

- maintaining and where possible increasing the membership of the club and
- encouraging the participation and contribution of members in the operation of the club.

Future developments should strike the right balance between meeting the needs of existing orienteers and attracting new people to the sport. Actions should capture the reasons why people participate in orienteering and why they are members of LOC. These will include for competitive, enjoyment and social reasons.

2. Monitoring and review.

Progress against the actions set out in this document will be reviewed by members at each committee meeting.

The document will be reviewed and updated as necessary in line with the changing circumstances of the club and its members. An annual formal review will be carried out by the committee.

Responsible officer: Fixtures Secretary.

3. Development Priorities

High

- Provide orienteering opportunities that enable members to improve their orienteering skills and so increase levels of success at an individual and club level.
- Improve the club's identity and profile.

Medium

- Develop the welcoming ethos of the club with due regard to the promotion of inclusion and diversity.
- Introduce and support people including children, young people and families to participate in orienteering.
- Develop the capacity and skills of volunteers.

Low

- Provide social engagement opportunities.
- Improve land access and protection of the environment
- Improve club management.

4. ACTION PLAN.

Priority 1: Provide orienteering opportunities to enable members to improve their orienteering skills and so increase levels of success at an individual and club level.

ACTION	WHO & WHEN	OUTCOME
Plan events to enable members to train for forthcoming major events.	Fixtures group at planning meetings in March and September.	Event timetable for following year produced in September. Event timetable provides opportunities in the lead up to major events for members to experience the type of race and (where possible) in similar terrain.
Rationalise events to maximise participation to include: <ul style="list-style-type: none">▪ avoiding clashes with popular competitions in other areas▪ consideration of weather/travel/access conditions which may impact on attendance▪ convenience for members who work or who have young families.	Fixtures group at planning meetings.	The event timetable provides a varied programme to include some events that are planned: <ul style="list-style-type: none">▪ for convenience and comfort for families and those new to orienteering▪ to challenge experienced orienteers▪ on days or at times that are more convenient for those in education or employment.

Plan coaching opportunities to reflect the event timetable.	LOC committee to agree number and timings of coaching sessions following production of event timetable. Fixtures secretary to conduct evaluation following sessions.	Feedback from those who participate indicates that they found the session useful and addressed skill improvement as advertised prior to the session.
Review events and event series to identify issues that need addressing to improve any future events using the same area.	Fixtures secretary / organiser / planner / series co-ordinators following each event or series. Fixtures group	Area/custodian information is kept up to date. Fixtures secretary reports to LOC committee highlight findings. Learning is discussed at the LOC committee meeting and informs the planning of the event timetable.

Priority 2: Improve the club's identity and profile.

ACTION	WHO & WHEN	OUTCOME
Identify a club member responsible for leading on publicity.	Committee to identify potentially interested member(s).	Member identified as publicity officer for the club and to be formally appointed at the AGM in October 2018.
Train and support a group of volunteers to assist in the update of the LOC website.		
Establish a social media profile that is regularly updated and relevant to readers.		

Establish links with local news outlets/publications and provide articles and news items.		
Assess members views on relevance of newsletter/format and frequency and update in relation to feedback.		

Priority 3: Develop the welcoming ethos of the club with due regard to the promotion of inclusion and diversity.

ACTION	WHO & WHEN	OUTCOME
Produce a welcome pack for new members	Publicity officer /Club Secretary / Membership Officer	Electronic welcome pack produced (printable version available if needed) and updated annually.
Adopt a welcoming procedure for new members that includes a welcome 'pack' and includes a personal introduction to the club from the chair.	Membership officer to send pack to new members within 1 month of their joining club. Chair to make personal contact with new members within 1 month of their joining the club.	All new members feel welcomed to the club and have contact details of some members who they can approach if required.
Provide a 'buddy' system (for those who wish it) for those who are new to orienteering so that they have a personal contact within the club (of similar age or situation).	Membership officer – after checking with new members identifies a suitable buddy.	Those new to orienteering remain engaged and attend events.
Organise different social events and actively promote these, to include personal invitations to newer members.	LOC members (as appropriate)	At least one summer and one winter event organised.

Priority 3: Introduce and support children, young people and families to participate in orienteering.

ACTION	WHO & WHEN	OUTCOME
Seek feedback from young members and families in LOC regarding what they like/dislike about the sport and suggestions for future activities targeting families.	TBC	
Incorporate (not additional) within the events timetable some family friendly events with due regard to facilities, timing, area and suitability for different age ranges and abilities.	Fixtures officer and fixtures group. Individual members willing to plan/organise	
Maintain the primary schools and park series. Actively promote the park series to participants from the primary schools.	Primary schools events coordinator Park Series coordinator	

Priority 4: Develop the capacity and skills of volunteers.

ACTION	WHO & WHEN	OUTCOME
Actively encourage all club members to contribute to the organising/planning/controlling and running of events through the running of a volunteer awareness campaign and personalised recruitment of volunteers.	Fixtures officer & Publicity Officer Awareness campaign annually Personalised recruitment as required.	Wider understanding amongst members to the range of activities and the importance of volunteers. Majority of club members helping at events and a wider range of members assuming responsibilities for running/planning events.
Recruit members to train as organisers, planners and controllers and arrange an annual series of training sessions for volunteers in event safety, planner courses, first aid and other topics as required.	Fixtures officer (as required)	The club maintains a high number of members who are qualified to plan, organise and control events.