

## Yarm Tennis Club - Action Plan 2015

Issued: Jan 2015 Final Approved – Reviewed Jan 2016

Area of activity	Details of proposed action	Timetable	Responsibility	Resource	Impact
Club Management COMPLETE	Complete application for Tennismark and update evidence file. Current Gaps: Workforce role descriptions and recruitment plans, coach accreditation records	End Jun	Richard Farrar/Anne Clayton	RF/AC/AP Time Support of Committee	High – essential for continued compliance with Tennismark
Club Management COMPLETE	Update 5 year Financial Plan	End April	Anthony Platts	AP	Low – useful review, but not a mandatory requirement for Tennismark
Membership COMPLETE	Develop New Member Introductory Scheme and launch.	End April	Martin Williams	Committee member time	Med – current numbers need to be maintained.
Membership COMPLETE	Review activities to attract new members as part of regular Committee meetings in 2015 (Achieve membership numbers as per floodlights project funding improvement plan). GBTW, Additional Teams, Cardio, Coaching for non-Members	End 2015	Martin Williams	Committee member time	Med – current numbers need to be maintained to support Club Action Plan improvements
Facilities COMPLETE	Complete Moss Removal work on 1-3, 7-9 tarmac courts (No 9 priority). Complete Power washing of 4-6 acrylic courts (No 6 priority). Establish cost effective annual moss removal/cleaning plan. All done except 4/5	Before Mid April	Craig Probets/Martin Williams	CP/MW time – cleaning budget to be confirmed	High – Court standards critical to club. Some courts currently below required standard.
Facilities COMPLETE	Review and Agree Court Surface Improvement Plan 2016-18. Forward plan for Courts 1-3 discussed in Q4 – Costs obtained	End Jun	Martin Williams + Committee	MW Time Support of Committee	Med – Medium/long term plan for court standards.
Facilities COMPLETE	Replace damaged nets	End Mar	Martin Williams/Anne Clayton	Cost approx £1k MW/AC Time Support of Committee	High – essential, nets in poor condition

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Facilities COMPLETE	Clubhouse External Equipment Upgrades: Review and Agree Improvement Plan (i.e. fencing, wind breaks) Standards Monitored	End Apr	Martin Williams/Anne Clayton	Costs to be confirmed MW/AC Time Support of Committee	Med – ongoing upgrade of facilities
Facilities COMPLETE	Complete installation of Trophy Cabinet in Clubhouse.	End Apr	Anne Brown/Tony Li/Anne Clayton/ Martin Williams	Costs approx £750 AC/AB/TL/MW Time	Med – Good visible PR for YTC
Facilities COMPLETE	Quarterly Review of Club House Facilities. Identify if any further improvements are required in 2015 or need to be planned for 2016.	Each Quarter, review Committee meeting.	Full Committee	All Committee	Med – Club House standards important to club.
Publicity COMPLETE	Maintain Club Website. Issue Regular Club Newsletters.	End 2015	Martin Williams	MW Time	High - essential for continued compliance with Tennismark
Publicity COMPLETE	Develop New Member Welcome pack (Tennismark recommendation)	End Apr	Martin Williams	MW Time	Med – Tennismark recommendation
Publicity COMPLETE	Maintain Twitter. Explore further opportunities of social media and discuss at future committee meetings. Twitter goes from strength to strength	End Aug	Full Committee, led by Jill Gullon/Darren Walker	JG/DW Time + Committee	Med – Good visible PR for YTC
Competitive Tennis – All COMPLETE	Review and Issue Competitive Tennis programme for 2015	End Mar	Full Committee	Court time to support programme Volunteers to organise & run	High - essential for continued compliance with Tennismark
Competitive Tennis – Juniors COMPLETE	Achieve LTA RCJ (Regularly Competing Juniors) target for 2015	End Sept	Anne Clayton	AC Time	High - essential for continued compliance with Tennismark
Coaching COMPLETE	Review and Issue Coaching Programme	End Mar 2015 (Summer) End Aug 2015 (Winter)	Anne Clayton	AC Time	High - essential for continued compliance with Tennismark