

Yarm Tennis Club - Action Plan 2017 – Progress

Area of activity	Details of proposed action	Timetable	Responsibility	Resource	Impact	Progress
Club Management	Review and update Tennismark evidence file.	End Nov	Geoff Brown	GB time & Support of Committee	High – essential for continued compliance with Tennismark	Risk assessment up-dated online in October 2017 to maintain Tennismark compliance. Evidence file under continual review and up-dated as required.
Club Management	Update 5-year Financial Plan	End Jun	Tony Li	TL time & Support of Committee	Low – useful review, but not a mandatory requirement for Tennismark	2015-2020 plan is regularly monitored. Next review is subject to outcome of any grant funding applications.
Club Management	Investigate and action outside funding streams to ensure upkeep of facilities	End Sep	James Bustard	JB time & Support of Committee	High – would allow early upgrades to courts 7-9 and fencing renewal	Good progress made in identifying potential funding streams. Discussions on-going with LTA, SBC and Tees Valley Sport.
Facilities	Review and Agree Court Surface Improvement Plan for Courts 7-9 in light of funding investigation	End Sep	Martin Williams + Committee	Costs tbc. MW/JB time & Support of Committee	Med – Medium/long term plan for court standards.	Court improvement plan linked to wider facility development and funding applications.
Membership	Review activities to attract new members as part of Committee meetings in 2017. - Support GBTW - Support Davis Cup Legacy	Ongoing May Apr	MW/committee Anne Clayton Anne Clayton	AC/MW & Support of Committee	Med – current numbers need to be maintained to support Club Action Plan improvements	Overall membership numbers maintained at same level as 2016. Adults unchanged, young members & guardians slightly down, students up.
Facilities	Monitor repairs conducted on Courts 1-3 . Arrange remedial work under guarantee as required	August	Martin Williams	MW time & Support of Committee	High – Court standards critical to club. Some courts currently below required standard.	Surface condition regularly monitored to identify any defects that can be attributed to poor workmanship.
Facilities	Court cleaning of all courts to fit start of season. Monitor ongoing needs	By Mid April	Tony Li	TL time & cost management	High – Court standards critical to club. Some courts currently below required standard.	Cleaning completed at start of season and on-going as required.

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Facilities	Club External Equipment Upgrades: Review and Agree Improvement Plan (i.e. fencing, wind breaks)	Windbreaks: fit by End April Fencing: Sept review	Martin Williams MW/TL/JB	MW MW/TL/JB & Support of Committee	Med – ongoing upgrade of facilities	Windbreaks fitted. Fencing under review as part of wider facility improvement funding plan. In the meantime, any essential urgent repairs funded from club reserves.
Facilities	Review Club House Facilities. Identify further improvements required in 2017/18	Storage: end Jul Quarterly review by Committee	AC – storage refurbishment Full Committee	AC All Committee	Med – Club House standards important to club.	Work completed to improve storage arrangements.
Publicity	Maintain Club Website. Issue Regular Club Newsletters.	End 2017	Cecilia Cordova	CC	High - essential for continued compliance with Tennismark	Website regularly maintained. Newsletter not actioned.
Publicity	Maintain Twitter Explore further social media opportunities	End Mar	Full Committee, led by Jill Gullon/Darren Walker/Cecilia Cordova	JG/DW/CC Time & support of Committee	Med – Good visible PR for YTC	Twitter followers have grown. With help of LTA, focus is on using social media to support the marketing and promotion of the club. Includes identifying the most appropriate social media platforms for communicating with new and potential members and sponsors
Competitive Tennis - All	Review and Issue Competitive Tennis programme for 2017	End Mar	Full Committee	Court time to support programme Volunteers to organise & run	High - essential for continued compliance with Tennismark	Competitive tennis programme delivered.
Competitive Tennis - Juniors	Review Junior programme & teams	End Mar	Anne Clayton	AC Time	High - essential for continued compliance with Tennismark	Junior competitive tennis programme delivered.
Coaching	Review and Issue Coaching Programme	End Feb '17 (Summer) End Jul '17 (Winter)	Anne Clayton	AC Time	High - essential for continued compliance with Tennismark	Comprehensive coaching programme implemented.