



CBS & SC

2014/2017 Strategic Plan



A CLUB WITH A BRIGHT FUTURE



2014/2017 Strategic Plan

Tables of Contents	Page
Overview and Club Structure	5
Management Committee Structure	7
Numbers involved in Club	8
Our Vision and Mission	9
Governance	11
Strategic Planning	12
Administration	13
Policy	14
Financial Management	15
Fundraising	17
Facility Management	19
Grounds	20
Capital Works	21
Sports Management	23
Football	24
Cricket	25
Darts	26
Netball	27



2014/2017 Strategic Plan

OVERVIEW And CLUB STRUCTURE





2014/2017 Strategic Plan

Overview

The Christies Beach Sports and Social Club Inc. is the parent body overseeing the management of the Bice Oval facilities and operations. It has the responsibility to meet constitutional objects which include;

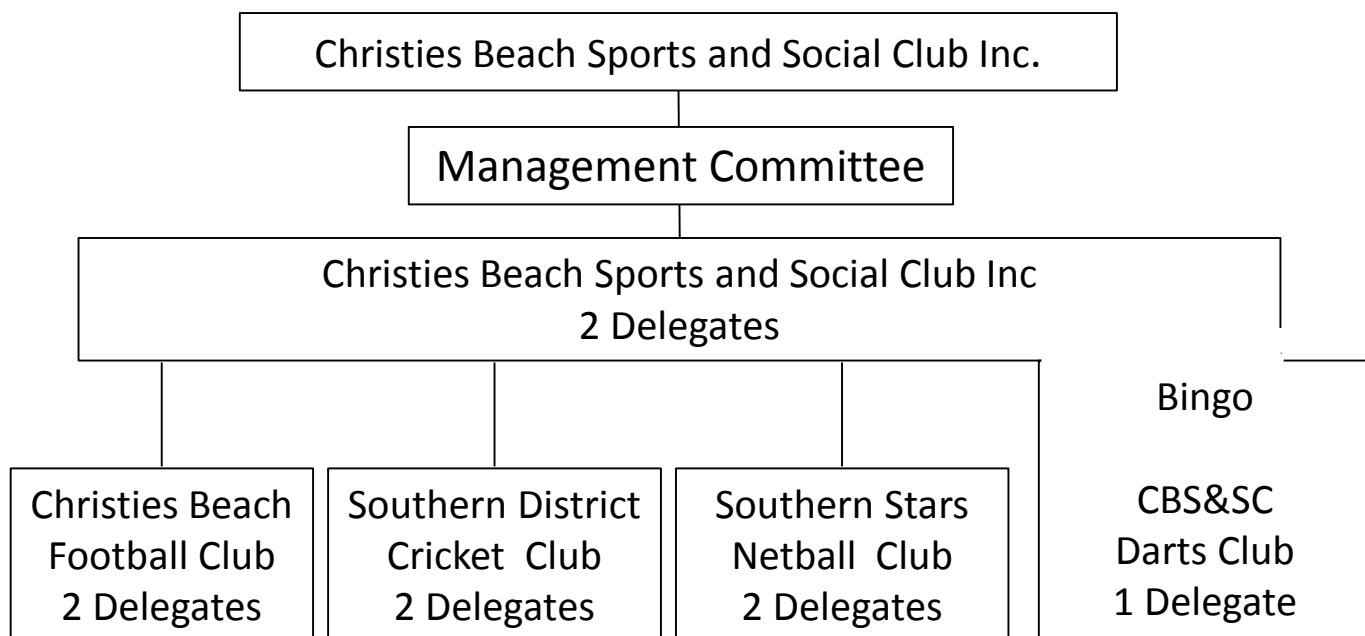
1. To financially manage the organisation to ensure its sustainability
2. To enter into a lease agreement with the corporation of the City of Onkaparinga
3. To provide develop and maintain sporting and recreational facilities and amenities and to promote sport, recreation and social activity at the Complex.
4. To encourage all clubs affiliated to the CBS&SC INC. to be financially viable and operate to benefit the CBS&SC INC.
5. *To encourage affiliate clubs to be affiliated with the state sporting body*
6. *To encourage affiliate clubs to maintain and enhance the reputation of the Sport and the standards of play and behaviour of Members*

The facility is classed by the City of Onkaparinga as a regional facility as state-wide competition is played at Bice Oval. Winter users are the Christies Beach Football Club and the summer user is the Southern District Cricket Club. The club includes darts teams and bingo players. Recently the Southern Stars Netball Club have joined the affiliated sporting clubs associated with the CBS&SC Inc.

This strategic plan is the first step to ensuring a viable and sustainable future for the CBS&SC Inc and its affiliated clubs. It works to ensure the Christies Beach Sports and Social Club remains a sustainable sporting club with a fit for purpose ground and facilities.

2014/2017 Strategic Plan

Club Management Structure



From the 9 delegates a President, Chairman, Secretary and Treasurer are elected at the AGM



Clubs working together to raise valuable funds



2014/2017 Strategic Plan

Numbers Involved in each facet of the club,

Christies Beach Sports & Social Club



Social Members	40
Darts Club	60
Bingo	150
Total	250

Christies Beach Football Club



Players	190 senior men and women teams
Members	200 i.e. parents, committee, coaches, trainers, runners
Total	390

Southern District Cricket Club



Players	120 4 senior men, 2 senior women, 6 juniors
Members	200 i.e. parents, committee, coaches, managers, scorers
Total	320

Southern Stars Netball Club



Players	160
Members	200 i.e. parents, committee, coaches, trainers, runners
Total	360

Grand Total 1320





2014/2017 Strategic Plan

OUR VISION AND MISSION



2014/2017 Strategic Plan

Our Vision:

To be the best club in South Australia

Our Mission:

To provide facilities and funds that meet the needs of members, clubs and the wider community.

Key Sectors:

The Christies Beach Sports and Social Club has identified four pillars to our operations, they are;

- Governance
- Financial Management
- Facilities Management
- Sports Management

Each of these areas requires priority and strict management to ensure the sustainable future of the Christies Beach Sports and Social Club.





2014/2017 Strategic Plan

GOVERNANCE





2014/2017 Strategic Plan

Key Sectors:

The four pillars identified must have front of mind priority.

Governance

The club's constitution and the obligations set by government need to be understood and appropriately managed so as to meet the clubs lawful responsibilities. The club must be proactive in meeting these obligations. To do so the club has set the following priorities;

Strategic Planning

Objectives

1. Set current and future financial plan for CBS&SC that provide for a sustainable financial future
2. Set current and future facility improvement plan for CBS&SC
3. Set expectations for CBS&SC affiliated clubs
4. Set future directions for Bingo and fundraising
5. Set and implement policies that clearly state club and member club obligations and meet legal requirements and responsibilities
6. Build the capacity of the club so as to future proof its viability

Strategic Planning

Strategies

1. Complete financial management as outline in this strategic plan
2. With input from all clubs complete a facility review.
3. Seek out people power from within the ranks of the club or community.
4. Once policies are set and approved ensure all clubs are informed of the requirements of the policies.
5. Seek adoption of these policies by the affiliated clubs.
6. Promote bingo and all other fundraising activities of the CBS&SC.
7. Have affiliated clubs support and promote all fundraising activities

2014/2017 Strategic Plan

Key Sectors:

Governance

Administration

Objectives

1. Ensure all constitutional requirements are met for the CBS&SC
2. Ensure communication procedures are in place and functional
3. Investigate contemporary communication vehicles such as website, facebook, twitter and other functional and appropriate systems
4. Prepare Annual Report
5. Liaise with third parties institutions as required, council, Liquor and Bingo License authority etc

Administration

Strategies

1. Review CBS&SC constitution on an annual basis
2. Update CBS&SC constitution as required.
3. Put in place communication procedure to ensure all affiliates are connected to CBS&SC meetings and activities.
4. Have club email address and affiliated clubs email contacts
5. Seek out website options with intention to set up a CBS&SC website.
6. Ensure management committee meetings are scheduled as required.
7. Ensure minutes are recorded and kept on file.
8. Set agenda's as required
9. Present incoming and outgoing correspondence
10. Organise and schedule AGM as required
Including annual report preparation
11. Organise Special GM as required
12. With assistance of Complex Manager set and monitor operational procedures and activities.



2014/2017 Strategic Plan

Key Sectors:

Governance,

Policy

Objectives

1. Set and adopt Risk Management policy
2. Set and adopt Child Safe Environment and Member Protection policy
3. Set and adopt Conflict of Interest policy
4. Set and adopt Equal Opportunity policy
5. Set and adopt Harassment Free Sport policy
6. Set and adopt Heat Management policy
7. Set and adopt Disability Discrimination policy
8. Set and adopt Staff Management policy
9. Set and adopt Volunteer Management policy
10. Set and monitor members code of behaviour policy
11. Set and adopt incident management and reporting
12. Set and adopt WHS policy
13. Set and adopt Drug Free Junior Sport policy
14. Set and adopt Illicit Drug Policy
15. Set and adopt Accredited Coaches policy
16. Set and adopt Succession Planning policy
17. Set and adopt State Body Affiliation policy
18. Set and adopt position descriptions for all staff positions
19. Set and adopt a Club Daily Procedure manual

Policy

Strategies

1. Draft and present policies to CBS&SC management committee
2. CBS&SC Management committee to adopt policies
3. CBS&SC management committee to implement and manage
4. Policies to be communicated to all affiliated clubs
5. Policies to be reviewed on an annual basis





2014/2017 Strategic Plan

FINANCIAL MANAGEMENT



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Key Sectors:

Financial Management,

Objectives

1. To have a club that is financially managed in a planned and sustainable manner
2. To annually appoint a treasurer
3. To annually produce a budget for management committee approval
4. To have financial management that provides up to date reports against established budgets
5. To have monthly reports tabled at management meetings
6. To annually have financials audited
7. To have procedures to ensure expenditure is formally approved

Financial Management

Strategies

1. Review prior years income and expenditure.
2. Set annual budget based on historical income and expenditure taking into account projected revenue and expenditure.
3. Increase revenues where possible
4. Reduce expenditure where possible
5. Have banks statements tabled at all management committee meetings
6. To have plans to clear any outstanding debt.
7. To have procedures in place to have all money transactions recorded and filed

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71	72	73	74	75	76	77	78	79	80
81	82	83	84	85	86	87	88	89	90



2014/2017 Strategic Plan

Key Sectors:

Financial Management, Social/Fundraising/Bingo

Objectives

1. Maximise the operations of the club
2. Maximise bingo attendances and financial return
3. To increase patronage of the club
4. Maximise the functions of affiliated sporting clubs
5. Seek out other opportunities to increase club usage

Financial Management, Social/Fundraising/Bingo

Strategies

1. To establish club usage and identify where opportunities exist to run other functions and events including corporate use of the clubrooms.
2. To meet with clubs to establish their events and plan with clubs how to maximise these activities.
3. Through flyers, strategic advertising, internal club promotion drive bingo attendance number up
4. Through proactive customer service, club cleaning, proactive promotion of the club drive community involvement and membership
5. Survey current patrons to establish their thoughts on the clubs operations and possible improvements
6. Set a membership plan
7. Establish needs of affiliated clubs regarding the bar opening times





2014/2017 Strategic Plan

FACILITY MANAGEMENT



2014/2017 Strategic Plan

Key Sectors:

Facility Management, Grounds

Objectives

1. To have a ground that is fit for purpose
2. To have a ground known for its quality playing surface
3. To have a ground that attracts major sporting events
4. To have a ground that meets Regional Facility standards
5. To have facilities that meet the needs of women sport
6. To seek out assistance from the City of Onkaparinga and other parties to improve ground.
7. Seek out grants that can assist in meeting objectives.
8. Establish a capital works fund.

Facility Management, Grounds

Strategies

1. Conduct IPOS ground inspections monthly (this currently occurs)
2. Work with the City of Onkaparinga to have a long term ground improvement program.
3. Ensure annual maintenance program is in place and works to maintain a healthy and flat playing surface
4. Ensure watering system is functioning as required.
5. To work with affiliated sporting clubs to ensure their needs are being taken into account
6. Meet annually with the City of Onkaparinga Grounds and Facility Officer to ensure the club and council are working to the same ends



2014/2017 Strategic Plan

Key Sectors:

Facility Management, Capital Works

Objectives

1. To have quality facilities that meet the requirements of our affiliated clubs.
2. To have establish the current and future facility needs of the club
3. To establish a short and long term capital works plan
4. To highlight to the City of Onkaparinga, councilors, State Bodies, (SACA & SANFL), politicians the current and future needs.
5. To establish capital works that will assist in reducing water costs and electricity costs.
6. Seek out grants that can assist in meeting objectives.

Facility Management, Capital Works

Strategies

1. Plan for Capital Improvements
2. A Capital Improvements plan to be produced and annually reviewed
3. Consider capital improvements that would assist in utility savings such a water storage and solar panels.
4. Form joint working party to manage capital improvement program
5. Assess current facilities to ascertain if renewal plans are required. (i.e. Football Change rooms, women participants specific needs)
6. Meet annually with the City of Onkaparinga Grounds and Facility Officer to ensure the club and council are working to the same ends
7. Budget for capital works fund.





2014/2017 Strategic Plan

SPORTS MANAGEMENT



2014/2017 Strategic Plan

Key Sectors:

Sports Management, Football

Objectives

1. Ensure CBS&SC is provided a fit for purpose ground
2. Ensure CBS&SC is provided fit for purpose change room facilities meeting all needs including women's participation
3. Ensure the CBS&SC is provided fit for purpose clubroom facilities.
4. Communicate and gain commitment for the use of all facilities when needed.
5. Work closely with all other user groups to ensure facility use does not create programming or event clashes.
6. Work with all user groups to plan for improvements of all facilities.
7. Ensure the CBFC meets all obligations associated with the CBS&SC
8. Ensure the CBFC and its management committee meet all responsibilities, oversee the management of and financial sustainability of the CBFC
9. Ensure all members of the CBFC act in an appropriate manner to ensure a welcoming and family friendly environment is created.

Sports Management, Football

Strategies

1. Attend all CBS&SC management committee meetings.
2. Report on the operations of the CBFC at CBS&SC management meetings
3. Table CBFC season program as soon as practical with CBS&SC management
4. Table CBFC social, functions and events program with CBS&SC management
5. Table CBFC annual report with CBS&SC management committee as and when required.
6. Table CBFC future facilities requirements with CBS&SC management committee
7. Ensure CBFC delegates are appointed to CBS&SC as part of annual business of CBFC
8. Adopt and police a members code of behaviour to ensure family friendly environment is set



2014/2017 Strategic Plan

Key Sectors:

Sports Management, Cricket

Objectives

1. Ensure CBS&SC provided a fit for purpose ground
2. Ensure CBS&SC is provided fit for purpose change room facilities meeting all needs including women's participation
3. Ensure the CBS&SC provided a fit for purpose clubroom facilities.
4. Communicate and gain commitment for the use of all facilities when needed.
5. Work closely with all other user groups to ensure facility use does not create programming or event clashes.
6. Work with all user groups to plan for improvements of grounds and facilities.
7. Ensure the SDCC meets all obligations associated with the CBS&SC
8. Ensure the SDCC and its management committee meet all responsibilities, oversee the management of and financial sustainability of the SDCC
9. Ensure all members of the SDCC act in an appropriate manner to ensure a welcoming and family friendly environment is created.

Sports Management, Cricket

Strategies

1. Attend all CBS&SC management committee meetings.
2. Report on the operations of the SDCC at CBS&SC management meetings
3. Table SDCC season program as soon as practical with CBS&SC management committee
1. Table SDCC social, functions and events program with CBS&SC management committee as soon as practical
5. Table SDCC annual report with CBS&SC management committee as and when required.
6. Table SDCC future facilities requirements with CBS&SC management committee
7. Ensure SDCC delegates are appointed to CBS&SC as part of annual business of SDCC
8. Adopt and police a members code of behaviour to ensure family friendly environment is set



2014/2017 Strategic Plan

Key Sectors:

Sports Management, Darts

Objectives

1. Ensure the CBS&SC provide fit for purpose clubroom facilities.
2. Communicate and gain commitment for the use of facilities when needed.
3. Work closely with all other user groups to ensure facility use does not create programming or event clashes.
4. Work with all user groups to plan for improvements of ground and off ground facilities with a priority on women's sport and participation.
5. Ensure the CBS&SC DC meets all obligations associated with the CBS&SC
6. Ensure the CBS&SC DC and its management committee meet all responsibilities, oversee the management of and financial sustainability of the CBS&SC DC
7. Ensure all members of the CBS&SC DC act in an appropriate manner to ensure a welcoming and family friendly environment is created.

Sports Management, Darts

Strategies

1. Attend all CBS&SC management committee meetings.
2. Report on the operations of the CBS&SC DC at CBS&SC management meetings
3. Table CBS&SC DC season program as soon as practical with CBS&SC management committee
4. Table CBS&SC DC social, functions and events program with CBS&SC management committee as soon as practical
5. Table CBS&SC DC annual report with CBS&SC management committee as and when required.
6. Table CBS&SC DC future facilities requirements with CBS&SC management committee
7. Ensure CBS&SC DC delegate is appointed to the CBS&SC as part of annual business of CBS&SC DC
8. Adopt and police a members code of behaviour to ensure family friendly environment is set



2014/2017 Strategic Plan

Key Sectors:

Sports Management, Netball

Objectives

1. Ensure the CBS&SC provide fit for purpose clubroom facilities.
2. Communicate and gain commitment for the use of facilities when needed.
3. Work closely with all other user groups to ensure facility use does not create programming or event clashes.
4. Work with all user groups to plan for improvements of ground and off ground facilities to meet needs of women's participation.
5. Ensure the SSNC meets all obligations associated with the CBS&SC
6. Ensure the SSNC and its management committee meet all responsibilities, oversee the management of and financial sustainability of the SSNC
7. Ensure all members of the SSNC act in an appropriate manner to ensure a welcoming and family friendly environment is created.

Sports Management, Netball

Strategies

1. Attend all CBS&SC management committee meetings.
2. Report on the operations of the SNCC at CBS&SC management meetings
3. Table social, functions and events program with CBS&SC management committee as soon as practical
4. Table SSNC annual report with CBS&SC Management committee as and when required.
5. Table SSNC future facilities requirements with CBS&SC management committee
6. Ensure SSNC delegates are appointed to the CBS&SC as part of annual business of SSNC
7. Adopt and police a members code of behaviour to ensure family friendly environment is set



