

4. ACTION PLAN

| Goal | Strategies / Actions | Key Performance Indicators | Responsibility | Time Frame | Resources |
|--|---|---|---|------------|--|
| 1. Implement a Succession Plan for the Club | <ul style="list-style-type: none"> Form a sub-committee Management Documents (Football, Netball, Exec Committees, Canteen/Catering, Sponsorship, Merchandise & Facilities) Schedule reviews | <ul style="list-style-type: none"> A succession plan is adopted Management Documents adopted | <p>Strategic Plan Sub-committee</p> <p>Develop Management Documents for all committees (netball, football, sponsorship, exec, life members, canteen and bar, social club, marketing.)</p> | 2019 | <ul style="list-style-type: none"> Volunteers time Management Documents Good Sports |
| 2. Develop a Communication Plan for the Club | <p>Establish processes</p> <ul style="list-style-type: none"> Who is our target audience? (Internal and external) Key Messages (i.e. family, positive culture, winning club etc.) Communications approach: events, advertising, promotion, merchandise, media, direct marketing, internal communications (email, Facebook) | <ul style="list-style-type: none"> Strong, positive brand/image Increase in membership/players Complete / review Social Media policy Update Website Portable storage – Drop Box) | <p>Communication Officer Marketing Director</p> | | |

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| 3. Investigate financial opportunities to provide income to the Club | <ul style="list-style-type: none"> Seek external professional advice on investments | <ul style="list-style-type: none"> Actively seeking Sponsors Facility Fund Increase Club Membership | Treasurer | | Professional Accountant / book keeper Achieved 2018 |
| 4. Improve reward & recognition | <ul style="list-style-type: none"> Continue award ceremony at the end of season Highlight individual/team achievements through internal communications, Barracker & Northern Argus | | Marketing Manager | | Achieved 2018 |
| 5. To improve and strengthen Club Culture. | <ul style="list-style-type: none"> Big social events Social club Focal point for community Actively promote club membership Policies to promote healthy lifestyles – take home bus Survey to collect perspectives and data Volunteers roster review | <ul style="list-style-type: none"> Increase in Bar/Teas income Policies in place / website Act on – consequences – e.g. underage drinking Courtesy bus Willing volunteers Shared roles | Executive & Strategic Planning Working Group. Marketing Manager. | 2019 | |

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|---|---|--|---|------------|-----------|
| 6. Support the Parks to maintain and improve facilities for sporting activities. | <ul style="list-style-type: none"> • Improve facilities • MMSC support • Facilities support processes • Support writing grants • Encourage families to volunteer at both Parks. • Remove the barriers between the Parks • Set up checklist to support OHWS processes • Council visit and develop / document actions and support • Parks Reps / Exec Officer meeting regularly (meeting every 3 months) to strengthen unity. • Strategic Planning Working Committing meetings every 6 months. • Focused Fund-raising. | <ul style="list-style-type: none"> • Refer to 'wish list' & OHSW expectations • Facility improvement focusing on OHSW • Unity – working as one club addressing the priorities on the Control Sheet. | Executive & Strategic Planning Working Group. | 2021 | |
| 7. To build MMSC player membership focusing on retaining our current players (senior & junior). | <ul style="list-style-type: none"> • Junior Development and Mentor programs enhancing Club Culture and ownership. • Recruitment processes documented in management documents. • Coaching development • Trainers development • Strength base elections • Award / value positive attitudes and involvement, not just sporting achievement. • Innovative ways to ensure all juniors get court time. | <ul style="list-style-type: none"> • Improved senior player numbers • Retaining players • Positive inclusion and involvement of recruited players. | Netball & football committees | 2021 | |

CONTROL SHEET

This is a working excel document – list of priorities / jobs, maintained and managed by implementing the Control Sheet

| Min Man Eagles Control Sheet - Review - Nov 2018 @ Manooora | | | | | | | | | | | | | | | | | |
|---|--|---------------------------------|----------------|-----------------------|--|---|-----------------|-----------------------|----------------|-----------------|-----------------|--------------------|------------------------|------------------------|------------------------|-----------------|----------------------|
| Priorities | Requirements | Proposal | Site | Correspondence | Description | Action | Progress | Responsibility | Contact | Category | Priority | Approx Cost | Available Grant | Date of Request | Forecast Repair | Approved | Complete Date |
| | Grading and levelling of road at back of club rooms – | Marlock Park | Marlock Park | | this will reduce rising damp in back wall. | Marlock Park are approaching council to do this! | Ongoing | Marlock Park | | Maintenance | 3. Medium | | | 1/2/15 | | Yes | |
| 6 | Lights on Oval/ poles | Marlock Park | Marlock Park | | Upgrade, OHS | Request Quote for repairs | Ongoing | | | OHS&S | 1. Urgent | \$70,000.00 | | | | | |
| 7 | Lights on Oval/poles | Marlock Park | Centenary Park | | Upgrade, OHS | Request Quote for repairs | Ongoing | | | OHS&S | 1. Urgent | \$70,000.00 | | | | | |
| | Trailer - new and updated | Football Committee | MWSC | | | | Ongoing | | | Asset | 2. High | \$ 2,000.00 | | 1/2/15 | | | |
| | Water Supply at oval/bare | M Hadley | Marlock Park | | | | Ongoing | | | Maintenance | 2. High | \$ 22,000.00 | | | | | |
| 1 | Toilets and Shower upgrade in footy Change rooms/ umpires/trainers and officials. Including building uni-sex toilets inside clubrooms. | Marlock Park Football Committee | Marlock Park | | Need plan on what improvements are needed. | Organise plan to see what action to take next or if the proposal is viable at this stage. | Ongoing | | | Infrastructure | 1. Urgent | 50000 x2 | | 1/2/15 | | | |
| 2 | Toilets and Shower upgrade in footy Change rooms/ umpires/trainers and officials. | Marlock Park Football Committee | Centenary Park | | Need plan on what improvements are needed. | Organise plan to see what action to take next or if the proposal is viable at this stage. | Ongoing | | | Infrastructure | 1. Urgent | 50000 x2 | | 1/2/15 | | | |
| | Build a larger room for evening teas & ping pong Club rooms | Marlock Park | Marlock Park | | Need plan on what improvements are needed. | Organise plan to see what action to take next or if the proposal is viable at this stage. | Ongoing | | | Infrastructure | 4. Low | \$400,000.00 | | | | | |
| 3 | More shelter to watch | Netball Committee | Marlock Park | | Look at plan and pricing playground side of court 1, greater depth to allow for weather. | | Ongoing | | | Infrastructure | High | \$ 5,000.00 | | 1/2/15 | | | |
| 4 | BBQ Area | Centenary Park | Centenary Park | | Upgrade Club room facilities with an outside BBQ area | | Ongoing | | | Infrastructure | medium | \$ 15,000.00 | | | | | |
| 5 | BBQ Area | Marlock Park | Marlock Park | | Upgrade Club room facilities with an outside BBQ area | | Ongoing | | | Infrastructure | medium | \$ 15,000.00 | | | | | |
| | Extra land - support a 3rd court & water storage | Centenary Park | Centenary Park | Centenary Park Rep | | | Ongoing | Centenary Park | | | 4. Low | ?? | | | | | |
| | Storage for MMSC Equipment out of season | Strategic Planning | Marlock Park | | Storage for all MMSC Equipment outside of the season | Suggest a small shipping container. | Ongoing | | | | 3. Medium | \$ 4,000.00 | | | | | |
| | New Items 2017 | Proposal | Site | Correspondence | Description | Action | Progress | Responsibility | Contact | Category | Priority | Approx Cost | Available Grant | Date of Request | Forecast Repair | Approved | Complete Date |
| | Warm up area - football | Football Committee | both | | suitable, level area for warm up | level area out the back of club rooms, flag off a space to allow for team warm ups | | parks | | OHSW | 3. Medium | \$ 8,000.00 | | April 17 | | | |
| | Kitchen Improvement – BBQ area. | Marlock Park | Marlock Park | | gridle for kitchen, install suitable gas line | | | | | | High | \$ 15,000.00 | | April 17 | | | |
| | Score board | Marlock Park | both | | need to upgrade both | quotes, look at options | | parks | | OHSW | 4. Low | \$ 10,000.00 | | April 17 | | | |
| | History Record/Space | Marlock Park | both | | to have all the history stored safely in one place for people to access, yet protecting the artifact (digital) | | | | | | 2. High | | | April 17 | | | |
| | New Items 2018 | Proposal | Site | Correspondence | Description | Action | Progress | Responsibility | Contact | Category | Priority | Approx Cost | Available Grant | Date of Request | Forecast Repair | Approved | Complete Date |
| | life memberships Database | Exec | | | prepare database - collection of information for life membership | Peter Lane's brother approached. | ongoing | exec | ix Officer | Mang | 3. Medium | | | | | | |
| | Finishing fence around oval | Marlock Park | Marlock Park | | complete fencing - security and sponsorship | Marlock Park | ongoing | Park | | OHSW | 3. Medium | \$ 5,000.00 | | | | | |
| | Netball Shed lighting | Marlock Park | Marlock Park | | lighting in shed | Marlock Park | ongoing | parks | | OHSW | 3. Medium | \$ 5,000.00 | | | | | |
| | New Items 2019 | Proposal | Site | Correspondence | Description | Action | Progress | Responsibility | Contact | Category | Priority | Approx Cost | Available Grant | Date of Request | Forecast Repair | Approved | Complete Date |
| | monitor and resurface courts as required. | Strategic Planning | both | | maintain the courts - | monitor | ongoing | both | | | | | | Nov-18 | | | |

