

Aim	Objective	Who	What	Where	When	Cost Date	Completed
Increase membership Participation	Run Three Introductory Courses May, June, August	Coach co-coordinator	Run 6 week One Star / Paddlepower Passport courses. Aim to gain 20 new members (10 Juniors and 10 Adults)	Saltash	Annually		
	Promote the club at Saltash , Regatta with a display and chance to meet the club.	Publicity Officer/ Club committee	Run a Display and provide an opportunity for people to to enquire about the club	Saltash	June Yearly		
	Run a go Paddling event	Secretary/ committee	Run a free taster event to promote Canoeing	Saltash	May 13 May 14		
	Forge a link with Saltash Scouts	Secretary	Run a taster session	Saltash	17 July 2013		
	Introductory Course over two Weekend	Volunteer Co coordinator	Run a weekend Introductory course for those who find it difficult to make themain evenings sessions.	Saltash	July 13 July 14	-	
	Raise awareness ofthe broad range of opportunities available at the club and increase membership participation rates ensuring equal access.	Club Coaches / Committee /active members	Draw up a progression chart to awards. List activities on offer on boathouse doors website With brief descriptions . Encourage active members to share experiences word of mouth.	Website Boathouse doors Newsletter rolling features	July 13 Every time people link up	£5	
Committee	Representative of membership	committee	Work towards the committee being more representative of the diversity of the membership .				
	Mentoring	Senior committee members	Mentor new committee members for first 6 months to help them develop and provide support as required				
	Ensure committee and active coaches are aware of Club Mark folder contents	Secretary	Create a Cd copy of Clubmark folder for Commirttee Members		May 13		
Storage of Equipment	Investigate local area to see if there are any better premises available	Secretary	Revue existing equipment and storage. Have a clear out of any old stock.	Saltash	April 13		

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Recruit more coaches Leaders	Run a UKCC Level 1 Coach Course	Coach Co-ordinator	In order for the club to survive and grow it needs new coaches to help it grow and spread the load on current club coaches.	Local Area	July 13 May 14	£600 £600	
	Retain and develop existing coaches and attract new coaches.	Coach co-ordinator / club committee	<ul style="list-style-type: none"> Assess needs of existing coaches Coach Questionnaire Apply for coaching subsidies from CSP or Award 4 All, Raise own funds. 	Club Venue / Local venues	April 13 As required As required	Costs of Identified courses	
	Run a UKCC Level 2 Coach training course	Coach Co-ordinator	Enhance skills of clubs Level 1 coaches	Local Area	July 13 July 14	£1200	
	More Cadet Leaders	Junior rep / club coaches	Encourage more juniors to take the lead and make a difference	saltash	Summer 13 14		
	More 4 Star Leaders	Volunteer Coordinator	More people able to lead club trips Touring Sea Inland	Local Area	July 13 May 14 Nov 13		
	Moderate Water Endorsements for 4 Star Leaders	Volunteer coordinator	More coaches able to test for 3 star		July 09 July 10	350	
	freestyle	Volunteer Coordinator	Get 2 people able to test new 3 Star Freestyle		Dec 13		

Purchase of new equipment	All equipment is safe and appropriately sized for all ages and abilities	Equipment Co coordinator /Committee	Start a phased upgrade of clubs equipment	Saltash	Annual review update as identified plus rolling update of older equipment May 13, March 14	£5000 £3000	
Value current active coaches	Ensure that club coaches realise their value to the club and how much their efforts are appreciated	Coach Co-ordinator / club committee	Honour outstanding commitment with honorary membership. Christmas cards to Coaches from club	AGM	April Annually Christmas	£15	
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Offer a wide range of safe intra and inter club events and activities by qualified coaches.	Develop Competition	Cadet leaders Committee	Run a regular Monthly competition evening / challenge To introduce members to low level Paddlesport events	Saltash Local Region	Monthly Organised event	£10	
	Inter club events	Cadet Leaders /programme co-ordinators	Plan to run a Diamond Slalom Challenge / cross stream challenge as chosen by clubs juniors and invite other local clubs to attend.	Saltash	2013 summer season	£25	
Maintain and build on existing links with Devon and Cornwall Seabirds	Support female led female focussed paddling in the Southwest	Club Coaches and Members of Seabirds within TCA	Promote Devon and Cornwall Seabird events within the club. Host event and provide equipment and coach support to paddlers who attend	Saltash Local Region	Every 2 years Next event due 2015		
Officials coaches and volunteers have tasks, roles and responsibilities clearly defined	Ensure officer task descriptions for all 'members with responsibilities within the club are workable, informative and realistic	Secretary with each volunteer	<ul style="list-style-type: none"> Discuss the role description with each individual to ensure that they are happy to carry out the tasks identified Review and amend descriptions as necessary 	Clubmark file at club venue	annually		
The Club Operates within Safe Working Guidelines	Clubmark Emergency & Accident Procedures are Reviewed Regularly	Committee	<ul style="list-style-type: none"> Review how the club deals with emergencies and ensure that all procedures work and are displayed in prominent positions. Ensure Accident procedures are workable and that First Aid equipment is checked and replenished. Review how contact details are stored and how information is passed to coaches. 	Club Committee	January Annually and following any incidents		

<p>Communicate to membership and parents/carers using a diverse range of methods to ensure all individuals needs are met.</p>	<p>To have a website that is continually updated.</p>	<p>Club Webmaster</p>	<p>Continually update with programmes and information relevant to club.</p>		<p>Monthly review</p>		
	<p>Face book</p>	<p>Bob Ostler</p>	<p>Keep members informed of whats on offer</p>		<p>Weekly update</p>		
	<p>Produce regular newsletter</p>	<p>Newsletter editor</p>	<p>Continue to produce monthly newsletters</p>				

