

APPENDIX 6 - BIRCHWOOD COLTS JFC CLUB DEVELOPMENT PLAN

The FA Football Development Programme Football Development Community Club

BIRCHWOOD COLTS JFC Development Plan
Seasons 2018/19 to 2023/24



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CLUB VISION:

- To give the young people of the City of Lincoln and the surrounding area an organised inclusive football opportunity to learn the basic skills of playing football and to play competitive matches in local leagues.
- To provide a low cost football development programme, which raises awareness and encourages participation in football across all sections of the local community. To ensure the children of less affluent members of the local community have the same opportunity to participate.
- To educate the players on healthy exercise and training techniques, teach them to avoid injuries through warm up and warm down exercises.
- To endeavour to maximise the opportunities available to every member of the community irrespective of age, gender, ethnic origin religion, disability or any other disadvantaged minority groups.
- To provide a safe environment for young people to participate in training and matches using qualified coaches and training assistants.
- To promote teamwork by teaching young players how to work together as part of a team.
- To promote sportsmanship and fair play.
- To develop good relations in the community and with other local clubs.
- To involve the local community and schools wherever possible.
- To strive to maintain our standards and move forward to achieve FA Charter Community Club status.

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CLUB DEVELOPMENT TABLE

	Current Season 2018/19			Year 1 2019/20			Year 2 2020/21			Year 3 2021/22			Year 4 2022/23			Year 5 2023/24		
No of Teams	11 3 x Micro, 3 x Mini, 3 x 9v9, 2 x 11v11			15 4 x Micro, 3 x Mini, 4 x 9v9, 4 x 11v11			18 5 x Micro, 4 x Mini, 4 x 9v9, 5 x 11v11			19 6 x Micro, 4 x Mini, 3 x 9v9, 6 x 11v11			22 6 x Micro, 5 x Mini, 4 x 9v9, 7 x 11v11			24 6 x Micro, 6 x Mini, 4 x 9v9, 8 x 11v11		
Gender	Male	Female	Disabled	Male	Female	Disabled	Male	Female	Disabled	Male	Female	Disabled	Male	Female	Disabled	Male	Female	Disabled
Micro Soccer 5 x 5	U6** U7 U8 U8B		*	U6** U7 U7B U8 U8B		*	U6** U7 U7B U8 U8B	U7s	*	U6** U7 U7B U8 U8B	U7s U8s	*	U6** U7 U7B U8 U8B	U7 U8	*	U6** U7 U7B U8 U8B	U7 U8	*
Mini Soccer 7 x 7	U9 U10 U10B			U9 U9B U10			U9 U9B U10 U10B			U9 U9B U10 U10B			U9 U9B U10 U10B	U9		U9 U9B U10 U10B	U9 U10	
9 a side	U11 U12 U12B			U11 U11B U11C U12			U11 U12 U12B U12C			U11 U11B U12			U11 U11B U12 U12B			U11 U11B U12 U12B		
11 a side	U13 U16			U13 U13B U14 U17			U13 U14 U14B U15 U18			U13 U13B U14 U15 U15B U21			U13 U14 U14B U15 U16 U16B U21			U13 U13B U14 U15 U15B U16 U17 Senior team		
Total	11	0		15	0		17	1		17	2		19	3		20	4	

Notes:

* Although BC JFC support disability wherever possible. We can provide players with minor disabilities the opportunity to participate in mainstream league football wherever possible. More severely disabled players can be sign posted to local disability football clubs who can provide more specialised coaching. Birchwood Colts is keen to develop close links with local disability football clubs.

** Mixed fun football training for 2 to 6 year olds (Mini Tots & Mini Colts)

“B” = Birchwood Colts Broncos, “C” = Birchwood Colts Chargers, “D” = Birchwood Colts Dynamos

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GROWTH AND RETENTION		This section identifies how the club plans to retain and grow provision and develop flexible club formats that will support existing players and introduce new male and female from diverse communities into football.			
Aim:		To provide the opportunity for boys and girls of all ages and abilities to play football			
Objective:	Achievement targets:	Timescale:	Responsibility:	Costs:	
1 Retain all existing teams To continue the development of our existing boys teams through encouraging good coaching practices and player/parent support.	All existing teams retained	Year 1 and annually	Club Committee Team Managers	Average cost per team per season £1,590	
2 Set up additional teams Start up one new team each year through recruiting new players, coaches and managers.	Boys football: Increase boys teams from 11 to 12 to cover all age groups from U7 to U16 over five year programme Girls football: Rebuild girls' football due to loss of teams. Increase girls' teams from 1 to 4 over 5-year programme.	Year 1 and annually	Club Committee Club Committee Girls football development team	Cost per year per team: Strips and equipment £500 (Sponsorship) Facilities (grass & winter training (£500) Pitch hire £250 Affiliation & Insurance (County FA & League) £40 First Aid Kit/Training £40 Coach training/CRB £260 Total: £1,590 per team	
3 Maintain school-club links					
Continue to work with local primary schools to improve the standard of schools football; and to recruit new players to squads where appropriate. Support local Junior schools football development and education via Board of Governors	Assist to coordinate and support schools tournaments. Ensure club support and direct involvement within the schools football coaching.	Year 1 and annually Year 1 and annually	School liaison team Club Secretary is a Governor of the Birchwood Junior School	Nil Cost Nil Cost	

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<p>4</p>	<p>To support the development of girls football</p> <p>Develop girls & ladies football within our club</p>	<p>Start a new girls\ team within the next two years.</p> <p>Where there are insufficient players available enter them in mixed teams</p> <p>Recruit girl players at a younger age (Kindergarten training 2 – 6 year olds)</p> <p>Teams to be entered in the Mid Lincs County youth League</p>	<p>Year 2 (1 x team)</p> <p>Year 3 (2 x teams)</p> <p>Year 4 (3 x teams)</p> <p>Year 5 (4 x teams)</p>	<p>Club Committee Girls football development team</p>	<p>Average cost per team per season £1,590</p>
<p>5</p>	<p>Ensure all youth players have a realistic pathway to continue involvement in open age football</p> <p>To encourage senior players to continue involvement in local football either playing or refereeing or coaching within our club football</p>	<p>Set up and manage intermediate age group teams (U17 to U21). Offer positions coaching and training within the club to senior youth players</p>	<p>Year 1 to Year 5</p> <p>Year 1 and annually</p>	<p>Club Committee</p> <p>Club Committee Team Managers</p>	<p>Nil Cost</p> <p>£250 per new volunteer</p>

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RAISING STANDARDS AND TACKLING UNSPORTING BEHAVIOUR		This section identifies ways in which the club can create a fun and safe environment for everyone involved in its structure. This includes how the club will raise standards of behaviour and ensure a safe and positive environment for children and vulnerable adults.			
Aim:					
Objective:	Achievement targets:	Timescale:	Responsibility:	Costs:	
1 To retain FA Charter Standard Community Club accreditation Complete annual health check processes Work with County FA	To retain FA Charter Standard accreditation by continual improvement.	Year 1 and annually	Club Committee	£1,000	
2 To adhere to all FA guidelines and procedures regarding Child Welfare Work with the county FA Ensure Club Welfare Officer receives up to date training and support. Club Welfare Officer to attend Welfare Officers Workshop. Club Welfare Officer to ensure training remains current	Adhere to all FA guidelines and procedures Welfare officer to attend all additional course and workshops as required Attend workshops as required. Attend refresher training as required	Year 1 and annually Year 1 and annually As required As required	Child Welfare Officer Club Chairman Child Welfare Officer Child Welfare Officer	Nil Cost	
3 Fully support the FA Respect programme and the Mid Lincs Zero Tolerance strategies					

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Promotional materials displayed throughout facility	Respect posters displayed	Continual	Hierarchy of responsibility: Cub Chairperson Club Committee Club Officials Managers/coaches Parents and spectators Players	Nil cost
Purchase and use Respect barriers	Purchase replacement and additional barriers.	Continual		£250 (replacement barriers)
All managers/players briefed on supporting Respect	Manager and coaches to be briefed at Committee meetings Team managers to work with captains and players at each match.	Continual		Nil cost
Every player, parent and coach to be briefed on Respect and sign the 'Code of Conduct'.	Respect briefing to be carried out with each child and parents during signing on process.	Continual		Nil cost
Zero tolerance of abuse towards referees to be enforced.	Actively deter all incidents of abuse towards referees, opposition players and supporters. Deal with all matters firmly and in line with FA recommended sanctions.	Continual		Nil cost
Regularly update/brief managers and coaches on the club disciplinary matters	Monthly Committee meetings agenda to include discipline & behaviour.	Continual		Nil cost

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4	<p>Attend County FA Charter Standard Club meetings and workshops Support and attend County FA meetings and workshops</p>	<p>Nominated club members to attend a minimum of 2 meetings/workshops per year</p>	<p>Year 1 and annually</p>	<p>Club Committee</p>	<p>£300 per year</p>
5	<p>Organise a player and volunteer awards evening Best sporting players and teams to be recognised</p> <p>Seek recognition for hard work of all volunteers</p>	<p>Included as part of the existing Presentations evening</p> <p>Additional trophies to be awarded</p>	<p>Continual</p> <p>Continual</p>	<p>Club Chairperson Club Secretary Club Committee</p>	<p>£100 per year</p> <p>£200 per year</p>

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PLAYER DEVELOPMENT		This section identifies how the club will support every player to realise his/her potential - in particular support the development of skills at a younger age. The 5-11 year-old group is absolutely crucial to embedding basic skills, enhancing enjoyment of the game, developing healthy lifestyles and creating anew generation of talented players.			
Aim:					
Objective:	Achievement targets:	Timescale:	Responsibility:	Costs:	
1 Promote The FA Skills Programme Encourage all 5-11s to use develop their skills through available media. Coach and develop volunteers and players in line with the FA skills programme	Players to be encouraged to go online to visit FA & club websites. Provide additional coaching sessions	Continual Year 1 and annually	Club Committee Team Managers Coaching support team	Nil Cost Nil Cost	
2 Develop player leadership skills.	Encourage older players to become young leaders to support club activities and help the players' personal development.	Continual	Chairman Club Committee Lincolnshire FA	TBC	
3 Provide pathway for elite players	Informal links to be set up with professional football club	Continual	Club Committee	Nil Cost	

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MANAGING THE CLUB		This section focuses on the identification of ways to improve the efficiency and effectiveness of how the club is run.		
Aim:		<ul style="list-style-type: none"> To ensure the club is managed and run effectively in accordance with FA guidelines To provide structure, management and leadership to successfully deliver a football development plan 		
Objective:	Achievement targets:	Timescale:	Responsibility:	Costs:
1 Club Committee to manage, monitor and update the development plan Development Plan to be included on the agenda of the monthly meetings.	Monthly Committee meetings agenda to include discussion on Club Development Plan	Year 1 and annually	Club Chairman Club Secretary Club Committee	£100 per year £500 (Administration)
2 Set up a new coaches support group to offer help and guidance Invite senior coaches and Team Managers to a network meeting to discuss issues such as coaching methods and good practice.	Established coaching support team	Year 2 and annually	Coaching support team Managers	Nil Cost
3 All teams affiliated with Lincs FA by 1st July every year and entered into the appropriate leagues Club to submit paper work and make payment to LFA	All teams affiliated on time every year	Year 1 and annually	Secretary Treasurer	£500
4 Keep all football records up to date with the County FA Utilise the FA online Member Services	All player, coach and officer details kept up to date with County FA	Year 1 and annually	Club Secretary	Nil Cost

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COACH & VOLUNTEER DEVELOPMENT		This section looks at how the club we will recruit, train and develop the workforce that will support the administration, development and promotion of our club.			
Aim:		To create, develop and support an effective volunteer workforce within the club			
Objective:	Achievement targets:	Timescale:	Responsibility:	Costs:	
1 Key contact person to support the recruitment and development of volunteers Volunteer Coordination Team in place	Volunteer Coordination Team appointed	Year 1 and annually	Club Chairman Club Secretary	No Cost	
2 All Club coaches to hold a minimum of FA Level 1 and FA CRB check Volunteer Coordination Team to maintain up to date records of coaches and book onto County FA courses as required	All new coaches to achieve a minimum of FA Level 1 All new coaches to complete FA CRB check prior to accepting coaching responsibilities. Existing coaches to attend refresher courses and CRB checks as required	Year 1 Year 1 Every 3 years	Volunteer Coordination Team Volunteer Coordination Team Volunteer Coordination Team	Level 1 £200 each CRB £10 each £250 every 3 years	
3 Utilise The FA Football Workforce resource All coaches and volunteers to have definite job descriptions identifying roles and responsibilities	All volunteers to have job descriptions	Year 1 and annually	Volunteer Coordination Team Club committee	No Cost	

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4	<p>Increase the number of Level 2 coaches within the club Encourage enthusiastic Level 1 coaches to progress Their coaching education</p>	Offer suitable candidates the opportunity to attend additional training courses.	Youth module 1 Youth module 2 Coaching level 2 UEFA B	Volunteer Coordination Team Secretary Chairman	£200 per person £200 per person £600 per person £900 per person
5	<p>Continual development of coaches. All managers and coaches to attend Level 1 coaching course.</p> <p>Coaches to continue their education by attending additional courses.</p> <p>Experienced coaches to be encouraged to attend Level 2</p> <p>Individual coaches to be supported for UEFA B course</p>	<p>All new coaches to attend coaching module at the earliest opportunity.</p> <p>FA In-service courses Youth module 1 & 2 etc</p> <p>A minimum of one coach per year to attend Level 2 course</p> <p>A minimum of one candidate every five years to be supported for UEFA B course</p>	<p>Year 1 and annually</p> <p>Year 1 to Year 5</p> <p>Year 1 to Year 5</p> <p>Year 1 to Year 5</p>	<p>Training Coordination team</p> <p>Training Coordination team</p> <p>Training Coordination team</p> <p>Training Coordination team</p>	<p>£135 per coach</p> <p>£500 per year</p> <p>£240 per year</p> <p>£700 per coach</p>
6	<p>Recruit new volunteers</p>	Two additional volunteers each year	Year 1 and annually	Volunteer Coordination Team	£100

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7	<p>Ensure all existing coaches and appropriate volunteers have valid FA Emergency First Aid and Safeguarding Children qualifications Identify expiry dates of existing managers, coaches , First Aiders, parent helpers, club referees and volunteers' qualifications</p>	Arrange for training/refresher training as required	3 yearly or as required	Volunteer Coordination Team and Team Managers	£60 per person
8	<p>Develop referees Develop referees in line with the growth of new teams</p>	<p>Encourage new managers coaches and parent helpers to attend Mid Lincs Appointed Referees Course</p> <p>Encourage club members to attend FA Referee Course. One referee per year</p> <p>Encourage Senior players to attend FA Referee Course. One referee per year</p>	<p>Year 1 and annually</p> <p>Year 1 and annually</p> <p>Year 1 and annually</p>	<p>Volunteer Coordinator and Team Managers</p> <p>Volunteer Coordinator and Team Managers</p> <p>Volunteer Coordinator and Team Managers</p>	<p>No Cost</p> <p>No Cost</p> <p>No Cost</p>
9	<p>Increase the number of female coaches Actively identify and recruit female volunteers, parents and players to become coaches</p>	One new female Level 1	Year 2 and bi-annually 1 new coach	Volunteer Coordinator	£250 per person

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10	Develop coaches to work with people with disabilities				
	Facilities are available at Birchwood Leisure Centre	Birchwood Colts JFC has made enquiries about supporting disability football.	No timescale set as yet	Committee	Unknown
	Training of coaches	Funding for specialist Training is available if required.	On request	Volunteer coordinator	Unknown

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FACILITY DEVELOPMENT		This section identifies the facilities required by the club to sustain and increase participation.			
Aim:		To develop the appropriate facility structure to sustain the growth of the club			
Objective:	Achievement targets:	Timescale:	Responsibility:	Costs:	
1	<p>Ensure facilities are managed and maintain to a high standard Ensure all club members act responsibly with consideration for other users whilst using the facilities.</p> <p>Cooperate and support Active Leisure staff and management.</p>	<p>To be included in the annual induction pack issued and explained to players, players' parents and club members.</p> <p>Good house keeping to be enforced</p>	<p>Year 1 and annually</p> <p>Year 1 and annually</p>	<p>All Club Members</p> <p>All Club Members</p>	<p>Nil Cost</p> <p>Nil Cost</p>
2	<p>Development of additional pitches As the club grows there is a need for additional pitches</p> <p>The Leisure Centre and Birchwood school pitches will not be able to support many more teams. So the club needs to look for additional alternative venues.</p>	<p>A new 3G facility pitch at the Leisure and a revised pitch layout could provide many of the additional pitch requirements</p>	<p>Year 1</p>	<p>Club Committee Lincoln City Council Active Leisure Ltd LK2</p>	<p>Nil cost</p>

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3	<p>Winter training facilities As the club grows there is a need for additional winter training facilities</p>	<p>New Birchwood Leisure 3G facility will provide the additional winter training facilities required.</p>	<p>Year 1</p>	<p>Committee</p>	
4	<p>Club Stores Procure additional pitch-side club store container. To be used to store new goals, match equipment and pitch maintenance equipment</p>	<p>Use of second hand shipping container to be renovated</p>	<p>Year 1</p>	<p>Committee Club volunteers Local businesses City planning dept</p>	<p>£500</p>
5	<p>Club House Over recent seasons the redevelopment of the Leisure has left Birchwood Colts without a home base.</p>	<p>Develop closer working relationship with Active Nation to help support each other.</p> <p>Reinstate trophy cabinet, team photos and club memorabilia in the changing room corridor</p> <p>Develop agreement with Active Nation to negotiate favourable hire rates and special deals.</p> <p>Support and promote Active Nation to help increase their sales and membership</p> <p>Introduce a joint club/ Active Nation membership scheme</p>	<p>Year 1</p> <p>Year 1</p> <p>Year 1</p> <p>Year 1</p> <p>Year 1</p>	<p>Committee Club members Active Nation City Council</p>	<p>Nil Cost</p>

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6	<p>Facility Development Work closely with Active Nation and the City Council to procure funding and sponsorship for additional and improved community facilities.</p>	<p>Pitch side club house facilities, flood lighting, PA system etc</p>	<p>Year 1</p>	<p>Committee Club members Active Nation City Council</p>	<p>Nil Cost</p>
7	<p>Goalpost and pitch safety All goalposts and pitches to be checked prior to matches and training.</p> <p>11 a Side posts</p> <p>Pitches</p>	<p>All managers and coaches: Check goalposts and report defects</p> <p>Check pitches prior to matches and training to remove any debris and excrement</p>	<p>Every game and training session.</p> <p>Every game and training session.</p>	<p>Managers and Coaches</p>	<p>Nil Cost</p>

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RAISING CLUB PROFILE		Marketing and PR communication campaigns can play a significant role in helping deliver the key messages of the club around raising standards and safety in the youth section together with promoting the club to it's membership and potential new sponsors.			
Aim:		To actively promote and market all football opportunities available To increase the profile of the club throughout the local community			
Objective:	Achievement targets:	Timescale:	Responsibility:	Costs:	
1	To raise the level of awareness of football opportunities in the local community To actively promote playing opportunities via posters in local community centres, schools and other community venues	Posters displayed in local community sites	Year 1 and annually	Club Committee Managers	£25 per year
2	Volunteer recruitment To advertise for volunteers Promote opportunities through word of mouth, posters, leaflets and local media	To increase volunteers numbers in line with the increase of new teams	Year 1 and annually	Club Committee Managers Members	Nil cost
3	Communicate with parents Chairman and Secretary to engage with parents at every opportunity Managers to engage with parents at every opportunity All parents encouraged to use Club Website for club related information Club Letters to parents to ensure information is provided	Improved communication with parents Improved communication with parents Improved communication with parents Improved communication with parents	As required As required As required As required	Chairman & Secretary Managers & Coaches Webmaster Chairman & Secretary	Nil Cost Nil Cost £10 per year £100 per year

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4	Communicate with players				
	All parents encouraged to use Club Website for club related information	Improved communication with players	As required	Webmaster	£10 per year
	Club Letters to players to ensure information is provided Team Managers & Club Secretary to hold player contact details in club register	Improved communication with players Policy in place. Improved communication with players and parents	As required Year 1 and annually	Chairman & Secretary Secretary Managers	£100 per year Nil Cost
5	To advertise success				
	To hold an annual awards evening and display details on the Leisure Centre notice board.	Annual Presentation Night arranged. Purchase notice board.	Year 1 and annually	Club Committee	£1,750
	Increase the general awareness of the football club	Club successes to be locally advertised and the local media notified	Year 1 and annually	Club Committee	Nil Cost
6	Raise community awareness				
	Use website to promote football club Public Banner	Club Website has been re-launched Place a roadside banner on the Leisure Centre to raise the club profile for club activities.	Year 1 and annually Year 2	Webmaster Committee	£10 per year £150
7	Club Corridor Information "Colts Corner & Belles Bulletin Board"				
		Further Develop the Club corridor at the Leisure Centre to include a notice board and hall of fame.	Year 1 and annual	Committee	£50

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8	<p>Raise the club profile Advertise and promote the club within the local community.</p>	<p>Promote the club using club members</p>	<p>Produce club mugs and car stickers and work with local supplier to develop more products. Display the club logo within the Leisure Centre and externally via a banner.</p>	<p>Committee Local Council permission maybe required.</p>	<p>£100</p>
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CLUB SOLVENCY & FUND RAISING				
Aim:		To provide sound financial management of the football club		
Objective:	Achievement targets:	Timescale:	Responsibility:	Costs:
1 Financial management To continually monitor and manage the club finances and ensure all transactions are correctly recorded.	To ensure that the club is run on a good financial basis at all times and that the club is never placed in financial difficulties. Standing Order payments to be implemented. Financial Audit	Current year and annually	Chairman Treasurer Secretary Committee Independent Auditor	Nil Cost £30
2 Fund Raising To maximise fun raising in order to subsidise the cost of football training to our club members	Morrisons Bag Packing Fun day Halloween Party Christmas Raffle	6 monthly Annually Annual Annual	All club members Chairman & Committee Chairman & Committee Chairman & Committee	<u>Fund raising targets</u> Target £800 Target £1,000 Target £500 Target £800
3 Grant applications To apply for sports related grants that become available.	All relevant grants	As required	Club Secretary	<u>Target £1,000 per year</u>

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4	<p>Sponsorship Deals Contact local businesses to negotiate sponsorship deals</p>	<p>Negotiate sponsorship deals for:</p> <p>Playing kits and training wear</p> <p>Goals</p> <p>Match Balls</p>	<p>1 Year and annually</p> <p>1 Year and annually</p> <p>1 Year and annually</p>		<p><u>Fund raising targets</u></p> <p>Target £600</p> <p>Target £500</p> <p>Target £150</p>
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