

Club Development Report Card



The purpose of this Club Development Report Card (Report Card) is to improve the provision of Club Development services by identifying knowledge and skill gaps within Club Land. The aspiration is to empower Sporting and Recreation Clubs by building their capacity and advocating on behalf of local Clubs at a State and Federal level.

Following the results of this report card, a Club Development Plan will be developed to guide the Shire's Club Development Program for the next two years. The results will also be provided to the Department of Local Government, Sports & Cultural Industries as a regional profile. It is anticipated

that the Club Development Report Card will be conducted biennially to support the review of the Club Development Plan and further ensure the provision of service meets your needs.

We encourage all Sport and Recreational Club Committees to take the time to complete the Report Card. **Please complete and return the Club Development Report Card by 15 September 2021. Only one submission per Club will be accepted.**

To reach all Clubs, regardless of active seasons, the Report Card will be open for two engagement periods, the second period runs from 2-16 February 2022.

CLUB DETAILS

Club:

Season:

Club Contact Email:

MEMBERSHIP DETAILS

1. Please fill breakdown your membership number by the below categories:

Number of Juniors (12 & under)		Number of Youth (13-18)	
Number of Seniors (18+)		Number of Volunteers	
Number of inactive (auxiliary & life members)			

2. Would you like to increase your Club membership? Yes No

EVENT OPPORTUNITIES

3. Is your Club able to host regional, state or national level competition? Yes No

4. In the last 12 months, has your Club hosted an event for regional, state or national level competition? (for the purpose of this question Grand Finals are not classified as events) Yes No

5. If so, approximately how many people visited Esperance to attend?

6. Is your Sport a 'spectator sport' that regularly sees non-competing spectators? Yes No

GOVERNANCE

7. Is your Club considering updating the Constitution? Yes No

8. Do you annually review your Club's season? Yes No

9. Do you have strategies to attract and retain volunteers? Yes No

Club Development Report Card Cont.

GOVERNANCE CONT.

10. Do you currently have an adequate number of volunteers to operate? Yes No
11. Do you have position descriptions in place for committee/volunteer roles? Yes No
12. Do you have policies in place to address the following:
- | | |
|---|--|
| <input type="checkbox"/> Health related | <input type="checkbox"/> Social Media |
| <input type="checkbox"/> Financial Management | <input type="checkbox"/> Concussion |
| <input type="checkbox"/> Volunteer Management | <input type="checkbox"/> Working with Children |
| <input type="checkbox"/> Complaint Handling | |
- Would you like assistance creating any of these? Yes No
13. Do you have a designated, qualified first aid officer at your events? Yes No
14. Do you have adequate first aid equipment at your events? Yes No
15. Do you advise the Working with Children Screening Unit of those working with children at your club? Yes No
16. Do you develop an annual budget for your season? Yes No
17. What are your income streams?
- | | |
|---|--|
| <input type="checkbox"/> Membership | <input type="checkbox"/> Entry fees (spectators) |
| <input type="checkbox"/> Canteen/Venue Hire | <input type="checkbox"/> Sponsorship |
| <input type="checkbox"/> Fundraising | <input type="checkbox"/> External Funding |

PLANNING

18. Does your Club have any of the following plans?
- | | |
|---|---|
| <input type="checkbox"/> Operational Plan | <input type="checkbox"/> Strategic Plan |
|---|---|
- Regarding the above plans, please choose one of the following options:
- | |
|---|
| <input type="checkbox"/> We are developing an Operational or Strategic Plan |
| <input type="checkbox"/> We follow our existing Operational or Strategic Plan |
| <input type="checkbox"/> We would like help creating an Operational or Strategic Plan |
19. Do your current facilities meet the needs of your Club? Yes No
20. Do you have any major projects planned for the next 5 years? Yes No

PARTNERSHIPS

21. Are you affiliated with a State Sporting Association (SSA)? Yes No
22. Do you receive regular support or contact from your SSA? Yes No
23. Have you contacted the Shire of Esperance Club Development Officer in the last 12 months? Yes No
24. Did you receive advice or support from the Club Development Officer in the last 12 months? Yes No
25. Are you affiliated with Esperance District Recreation Association (EDRA)? Yes No
26. Does your Club participate in Sports Star of the Year by nominating members? Yes No
27. Are you familiar with the local funding support through EDRA (Junior Travel Trust Fund & Talent Development Program)? Yes No

Club Development Report Card Cont.

PARTNERSHIPS CONT.

28. Is your Club registered for KidSport? Yes No
29. Do you review KipSport club details and fees on an annual basis? Yes No
30. How would you like to receive support from the above organisations?
- Training opportunities
- In person
- Online
- Visits from SSA and professionals
- Resources like 'how to guides'
- Advice and assistance with specific issues when requested
31. What is the best way to communicate with your club or committee?
- Phone
- In-person
- Email
- Quarterly Newsletters
- Social Media
32. Are you subscribed to the Newsletter, *Esperance Sporting Network*? (if you would like to be, please provide email/s) Yes No
33. Do you receive emails to Club Land? (if you would like to be, please provide email/s) Yes No

STRENGTHS & CHALLENGES

34. Please list/describe your Club's strengths.
35. Is your Club facing any of these challenges?
- Membership retention
- Facilities (inc. limited space and depleted assets)
- Volunteer Management (maintaining & attracting volunteers)
- Financial Management
- Other?
36. In what areas could your club improve?
- Membership attraction
- Communication
- Governance & Policies
- Forward Planning
- Volunteer Management
- Public Image
- Financial Management
- Other?

Thank you for completing the Club Development Report Card!

Please submit the completed Club Development Report Card by:

- Emailing to ecd@esperance.wa.gov.au
- Mailing to PO Box 507, Esperance WA
- Dropping off to the Shire Administration Building on Windich Street
- or click here! 

SUBMIT

For more information about this Report Card and the Club Development Plan, please contact the Community Development Team on the details below:

(08) 9071 0609

ecd@esperance.wa.gov.au