



**Gladstone Regional Council - Sport and Recreation Newsletter**

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**Young Endeavour Youth Development Program**

The Gladstone Regional Youth Council members are seeking nominations from young people aged 16-23 yrs who reside in the Gladstone Region to become a crew member on the Young Endeavour Youth Development Program. Departure date being considered is August 2018. Fundraising will need to be undertaken by the successful applicant and in partnership with the Youth Council members. Nominations open - Tuesday 1 August 2017 and close 31 August 2017. Please phone Vernetta on 4976 6311 for more information.

Nomination form is in the email attachments.

Please promote through your networks!



**Contact Us**

**Sport & Recreation Section**  
**Gladstone Regional Council,**  
**PO Box 29,**  
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**August 2017**



**Council's Sport & Recreation Grants Opening 7th August!**

**Club Development Grant**

The purpose of the Gladstone Regional Council Club Development Grant (CDG) is to assist in the development and capacity building of sporting organisations throughout our region.

The Program provides this assistance through funding for a range of initiatives that deliver increased club training, education, planning and participation outcomes. The maximum grant available under this Program is **\$1,200** with applicants required to contribute at least 20% of their total project costs. As with other grant programs, no retrospective projects shall be funded. All funded organisations will be required to acquit funds spent within the allocated timeframe.

To apply for all grants, go to

<http://www.gladstone.qld.gov.au/sport-and-recreation> or phone 4976 6300

**Facility Assistance Grant Program -**

**Community Projects**

Through the Facility Assistance Grant Program - **Community Projects**, Council establishes a partnership with local sporting clubs in the provision of facilities that service their sport and other active recreation needs of the community. The program will:

1. Support projects that develop and enhance sport & recreation facilities that allow increased or enhanced participation in physical activity;
2. Help develop sport and recreation facilities that are appropriately located, well planned and effectively managed; and
3. Fund projects that are an identified need and consistent with Council's open space and recreation plans.

**Facility Assistance Grant Program -**

**Strategic Projects**

Through the Facility Assistance Grant Program - **Strategic Projects**, Council will establish a partnership with **one** local sporting organisation to deliver a significant



new or upgraded existing sporting facility that meets an identified need and delivers long term benefits to the Gladstone Region community. The Program will:

1. Fund projects that are an identified need and consistent with Council's strategic recreation planning

2. Support projects that develop and enhance sport and recreation facilities that allow increased or enhanced participation in physical activity at a multi-purpose facility;
3. Help develop sport and recreation facilities that are appropriately located, well planned and effectively managed.

**Gladstone & District Sports Foundation Trust**

The Foundation was established by Gladstone's Late Mayor, Col Brown, to provide financial support to the Region's young sports people selected for either state (Queensland Team Member) or national (Australian Team Member) representation. Financial assistance is available to individual sports people up to 25 years of age competing in sporting events at interstate or international level. To be eligible, sportspersons must be 25 years of age or under at the time of the event for which they are applying and permanent resident of the Gladstone Regional Local Government area. Applications must be received 2 weeks prior to the competition date.

Go to [www.gladstone.qld.gov.au/web/guest/other-funding-opportunities](http://www.gladstone.qld.gov.au/web/guest/other-funding-opportunities)

**Remember.....Don't practice until you get it right. Practice until you can't get it wrong.**



# alive and kicking

## Gladstone Regional Council - Sport and Recreation Newsletter

August 2017

### Club Management & Planning Support webpage



Gladstone Regional Council's Sport and Recreation Section is committed to working with sporting clubs and organisations to build a thriving sport and recreation community, encompassing quality facilities and activities run by skilled and capable people.

Council's [Club Management and Planning Support](#) webpage can provide organisations with valuable information and resources for organising, developing and managing sport and recreation groups. Much of this information has been collated from various sources including state/federal government and private sector sport and recreation specialists.

The club management tools are an invaluable resource for already existing clubs and also for groups wanting to form a new club. Detailed information and templates provide administrators, managers, committee members and coaches with the background and examples necessary for running a sporting club by considering its unique demands.

The Club Management and Planning Support page breaks down the complex fundamentals of management for all club sports - whether a multi-age level program with an extensive budget or a local club with limited resources.

Whether you have 10 members or 10,000 this information provides best practice guidelines, useful tips, suggestions, templates and checklists for anyone who wants to know more about how to run a successful club.

Information ranging from *Incorporation*, *Planning*, the *Constitution* and *Committee Management* are available at your fingertips. <http://www.gladstone.qld.gov.au/web/guest/club-management> Enjoy!

**Why should your club incorporate?**  
One of the main problems that face administrators is the need of their club or association in the case of incorporation. The problem is accentuated by the fact that the law does not recognise a club or association as having any legal existence in its own name unless it is incorporated by law.

**Why incorporate as an Association?**  
Creation of a separate legal entity for the organisation through incorporation usually protects individuals within an organisation, provided the organisation operates within acceptable business and community standards. With this legal existence, it:

- exists as a separate legal entity, regardless of changes of membership;
- can be obliged to sign for contracts;
- may enter into contracts;
- may own land and other property;
- can sue and be sued in its own right;
- can accept gifts and bequests; and
- may borrow money.

Focus Area	Our Goals	Our Key Initiatives	Our Seasonal Targets
<b>RECRUITMENT AND RETENTION OF PLAYERS</b>	To promote the junior game to parents in fun, safe, healthy & joyful, to increase playing numbers in the 4 to 12 years age group.	<ol style="list-style-type: none"> <li>1. Ensure all age groups have a team representing the club in local fixtures</li> <li>2. Use practical activities to promote the development of skills</li> <li>3. Ensure members learn new skills each season</li> </ol>	<ul style="list-style-type: none"> <li>• 2% increase per annum in membership;</li> <li>• 10 specialised skills sessions for all age groups</li> <li>• Each coach/leader assessment tool to evaluate the effectiveness of learned skills</li> </ul>
<b>COMPETITION</b>	Be a competitive club in the Region	<ol style="list-style-type: none"> <li>4. Provide qualified and dedicated coaches</li> <li>5. Participate in Junior Competitions</li> <li>6. Participate in Squad Development Clinics</li> <li>7. Ensure all children have the opportunity to represent school/district/wal teams.</li> <li>8. Grand Finals</li> <li>9. Encourage more Qualified Officials</li> </ol>	<ul style="list-style-type: none"> <li>• Minimum 1 Coach and 1 Assistant Coach in each age group</li> <li>• Minimum 400 hours of Coaching in Junior Competitions</li> <li>• Coach to prepare a plan for each team group to attend regional district</li> <li>• To provide sponsorship money (max. \$200) for representative players</li> <li>• Minimum 10 Age Groups being represented in local season fixtures</li> <li>• Offer 10% increase coaching with Junior Competitions</li> </ul>
<b>FAMILY</b>	To promote a family friendly club	<ol style="list-style-type: none"> <li>10. Provide Social Activities</li> <li>11. Encourage Participation</li> <li>12. Encourage all members of the Family unit to join in or assist the Club</li> </ol>	<ul style="list-style-type: none"> <li>• Coach to provide a regional roster for parent help-out, including uniforms, provide first aid first aid kit</li> <li>• 1 (non-coach) family member engaged in some capacity in Coaching, Club Activities, Social Events, Fundraising, etc.</li> <li>• Social Events at Coaching Centre's local (e.g. BBQ, etc.)</li> <li>• Social Events to promote Club Activities</li> <li>• Conduct a formal (not mandatory) membership survey to provide positive feedback to the Club</li> <li>• 10% increase in \$\$\$</li> </ul>
<b>COMMUNITY</b>	Be an active club within the community - fundraising events, networking with community events	<ol style="list-style-type: none"> <li>13. Raise Profile of Club</li> <li>14. Be seen as a positive Club to Join / Support</li> <li>15. Increase Sponsorship / Donation</li> </ol>	<ul style="list-style-type: none"> <li>• Club to provide a regional roster for parent help-out, including uniforms, provide first aid first aid kit</li> <li>• 1 (non-coach) family member engaged in some capacity in Coaching, Club Activities, Social Events, Fundraising, etc.</li> <li>• Social Events at Coaching Centre's local (e.g. BBQ, etc.)</li> <li>• Social Events to promote Club Activities</li> <li>• Conduct a formal (not mandatory) membership survey to provide positive feedback to the Club</li> <li>• 10% increase in \$\$\$</li> </ul>
<b>SAFETY</b>	To promote good techniques and practices to prevent injury	<ol style="list-style-type: none"> <li>16. Awareness of injuries</li> <li>17. Update and Maintain Equipment</li> <li>18. Increase in safety / satisfaction / enjoyment for players</li> <li>19. Encourage appropriate protective equipment</li> </ol>	<ul style="list-style-type: none"> <li>• Coach, manager &amp; first aid trained in League Club</li> <li>• Monthly equipment tests to ensure all equipment is maintained and safe to use</li> <li>• Minimum one Sport Safety report on injury prevention and risk management</li> <li>• Update regulations, each member receives Club Handbook after a season for</li> </ul>

**COMMITTEE MANAGEMENT**  
Club Support Program FACT SHEET

Community organisations elect a committee to provide general oversight of club operations. Committee members are elected to make decisions on behalf of the membership. It is important, however, to include the members in developing the strategic direction of the organisation. This fact sheet provides some useful advice on how a good committee creates a strong and healthy club.

**ESTABLISHING A COMMITTEE**  
When establishing or renewing a club committee, it is important to consider the committee positions most needed by the organisation. The core of a club committee should consist of:

- President
- Treasurer
- Secretary

Other key positions should specifically address the key needs of the organisation. For many clubs, these needs are:

- Volunteer management
- Marketing and public relations
- Membership management
- Activity management (a sport or activity for which the club was created)

**KEY RESPONSIBILITIES OF THE COMMITTEE**  
In summary, the key responsibilities of the club committee include:

- Develop, review and uphold constitution
- Set and implement a strategic direction for the club
- Ensure club meets regulatory requirements, including incorporation
- Develop club policies and procedures
- Manage club resources - financial, assets and volunteers
- Manage membership
- Resource management
- Deliver sport activity

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**Seniors Week 2017**  
Gladstone Regional Council is working with community groups to present a varied Seniors Week program from August 19-27. This annual event is extremely popular and celebrates the contribution of Seniors to our community and promotes networking and socialisation among all our valued over 55 year olds. Planned activities include tours, workshops, outdoor activities and the popular morning and afternoon teas. Bookings essential, ph 4976 6300 view the program via this link  
<http://www.gladstone.qld.gov.au/documents/1570002/40901146/Seniors%20Week%20Program%202017>

Remember.....Don't practice until you get it right. Practice until you can't get it wrong.