

# Kent County Development Plan

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April 1st 2015 to 31 March 2016

KENT



## Management

Objective	Actions	Timescale	Responsibility	Finance	Status
<i>Insert what you are aiming to achieve</i>	<i>Insert keys tasks that need to be carried out to achieve the objective</i>	<i>Insert the completion date or timescale for each task</i>	<i>Insert who will be responsible for achieving each task</i>	<i>Insert any finances associated with each task</i>	<i>Use this to highlight when tasks have been completed.</i>
<i>County Website</i>	Improve visualisation and information structure for intended users.	February 2016	Graham Holmes; Dave Quinn	£100	In progress; expected time to complete Jan 2016
<i>County Social Media</i>	Increase of use of social media to promote Kent Judo. Allow access to Kent Committee members so they can represent Kent Judo.	January 2016	Sharon Steggall to monitor communication. Graham Holmes to grant access to Committee members.	£0	In progress; GH should make available to other users by Dec 2015
<i>Communications</i>	New committee-specific email addresses connected to Kent County Judo domain for key committee members.	January 2016	Graham Holmes; Dave Quinn	£25	In progress; expected time to complete Dec 2015
<i>County Promotion – Badges, Pins, Polo shirts, Shirts</i>	These should be considered for 2016 events and squads. Prepare budget and suggest templates.	March 2016	Dave Quinn; Jean Lingham		
<i>Management Meeting</i>	A minimum of 3 routine meetings per annum (subject to review at each meeting and issues arising).	Ongoing	Sharon Steggall		

<i>AGM</i>	At October 2015 AGM it was concluded the next formal AGM would be April 2017 to align with Southern Area schedules.	Review April 2016	Steve Hunter		April 2017 agreed with SA at Oct AGM
<i>Comms with Kent County Clubs and members</i>	<p>Monthly news email with updates and information: links, competition reports, coaching info etc.</p> <p>Update Kent County member clubs' email addresses for direct communication.</p>	<p>First week (7 days) of each month.</p> <p>January 2016</p>	<p>Sharon Steggall; Committee</p> <p>Sharon Steggall</p>		
<i>Business Risk Assessment</i>	<p>Complete a business risk assessment of Kent County Judo.</p> <p>Monitor and review at meetings.</p>	<p>February 2016</p> <p>Ongoing</p>	Steve Hunter; Committee		Identifying if BJA/SA have RA tools

## Finance

Objective	Actions	Timescale	Responsibility	Finance	Status
<i>To provide financial statements that show monthly (quarterly) income/expenditure</i>	Open a 'competitions bank account' for use by Comp Officials to finance county events.	Dec 2015	Jean Lingham; Marcia Mullen		Completed; documents awaiting Bank return with details at Nov 2015
	Present current balances/balance sheet info at routine Committee meetings.	As required	Marcia Mullen		
<i>Review expenditure for Kent International and budget allocations</i>	At routine Committee meetings, discuss future spends against budgets.	Each meeting	Alan Lingham; Marcia Mullen		More details expected Feb 2016
<i>Improve revenue stream to Kent County Judo</i>	Increase number of judo participation events for Kent competitors.	On going	Committee		New Sub Committee to review
	Review the inclusion of various judo options such as VI, team, kata and masters at an event to increase participation.	March 2016	Steve Hunter		Masters inclusion in 2016 Kent Intl was discussed – logistics being considered by JL and DQ
<i>New option competition internet payment system</i>	Look into the feasibility of Kent Judo having a Paypal account for	March 2016	Marcia Mullen; Jean Lingham		Link the PayPal to the country competition account,

	internet payments for competitions				
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## Volunteer Development

Objective	Actions	Timescale	Responsibility	Finance	Status
<i>To increase the County's officiating provision</i>	Email circular to clubs requesting volunteers for table officials – recorders and timekeepers. Use events to promote the purpose of volunteering.	Jan 2016	Jean Lingham		
	Review the training needs for table officials – recorders and timekeepers.	March 2016	Jean Lingham		
<i>To increase the County's Refereeing provision</i>	Host one junior and senior referee training course with the intention of a 10% increase in number of referees in a 12-month period.	March 2016	Graham Holmes	Budget allocation to be submitted by GH.	Course planned in Kent for Jan 2016
<i>Junior officials &amp; referees</i>	Review the BJA training program to provide a CPD training course for our County judo officials and referees.	Dec 2016	Graham Holmes		
	Complete a reflective review of refereeing skills for Kent referees and identify development needs.	March 2016	Graham Holmes		

<i>To have an County level senior official's succession plan</i>	Develop succession-planning scheme for Comp Co-Ord, and senior referees. Review, Identify, Analyse, Train	March 2017	Jean Lingham; Alan Lingham		

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## County Membership

Objective	Actions	Timescale	Responsibility	Finance	Status
<i>Identify specific needs for County Clubs</i>					
<i>Coaching skills requirements.</i>					
<i>Look at models of retention best suited for County Coaches</i>					



## Competition Commission

Objective	Actions	Timescale	Responsibility	Finance	Status
<i>To create and publish a competition programme for the year</i>	Have a sub-committee review Kent competition events.	Feb 2016	Kent Committee		Approved at meeting 18 <sup>th</sup> Nov.
	Prepare a calendar of 2016 Kent Judo events.	March 2016	Steve Hunter; Jean Lingham		
	Display events on website and publish to all Kent clubs.	March 2016	Jean Lingham; Graham Holmes		
<i>To create a competition commission</i>	To include a CC, senior referee and 2 additional members.	Ongoing	Jean Lingham; Alan Lingham; Graham Holmes		
	Develop a succession plan.	March 2016			
<i>Support Events to provide quality competitions</i>	Develop lists of volunteers, officials and referees to support Kent County events.		Graham Holmes		GH has asked SA and BJA for database info for Kent.
	Work with County clubs to support events.				
<i>To support the volunteer workforce</i>	Identify BJA courses to provide CPD for our volunteers.	Jan 2016	Jean Lingham		

<i>Integrate Kata into competition events</i>	Review the current competition calendar of events and examine the feasibility of Kata inclusion.	March 2016	John Malkinson		JM working with SA to develop this
<i>Integrate the inclusion of Judo Teams into Kent Events</i>	Review the current competition calendar of events and identify the feasibility of team judo inclusion.	March 2016	Steve Hunter		This action will be a key task of the new sub-committee

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## Player Pathways

Objective	Actions	Timescale	Responsibility	Finance	Status
<i>Facilitate County Junior Squad Training sessions.</i>	<p>Hold 4 x squad training sessions (approx. quarterly).</p> <p>Minimum of 1 session to include 'guest coach'.</p>	Ongoing.	Natalie Crispe/John Malkinson (Squad Managers)		Two sessions have been complete – one at Tonbridge with guest coach Chris Bowles.
<i>Enter 4 x full teams into the Southern Area Inter-County Competition</i>	Team selection based primarily upon Kent Closed results with consideration of absent players and individual performances.		Natalie Crispe/John Malkinson (Squad Managers)		
<i>Target: Place 1st or 2nd for each team at Southern Area Inter-county Competition.</i>	Select 'best available' squad to achieve optimal results.		Natalie Crispe/John Malkinson (Squad Managers)		This strategy has been adopted.
<i>Investigate feasibility of monthly junior randori session.</i>	Consult Kent Clubs to consider feasibility, demand and logistics of offering monthly sessions on a rotational basis throughout the county.	To commence April 2016.	Natalie Crispe/John Malkinson (Squad Managers)		

<p><i>Increase the number of team events entered by the 'Kent Squad'. Minimum of 2 (including Inter-counties)</i></p>	<p>Consider holding County vs. County team events (e.g. Kent vs. Sussex) throughout the year, perhaps in tandem with a two-county training session.</p>	<p>March 2017 (if beginning April 2016)</p>	<p>Natalie Crispe/John Malkinson (Squad Managers); other county managers</p>		
<p><i>Maintain up-to-date database of county squad players.</i></p>	<p>Keep electronic database of current squad with up-to-date contact details to facilitate communication.</p>	<p>Ongoing</p>	<p>Natalie Crispe/John Malkinson (Squad Managers)</p>		<p>Database in progress and developing as training program plays out over year.</p>
<p><i>To actively promote opportunities for the grading and continuing development of competitive and non-competitive players.</i></p>	<p>Explore opportunities for county-hosted technical gradings and/or theory courses.</p> <p>To promote opportunities for junior and senior players to train as officials.</p> <p>To promote participation of players in kata (non-competitive and competitive).</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>John Malkinson; Steve Hunter</p> <p>Graham Holmes; Alan Lingham; Jean Lingham</p> <p>John Malkinson; Natalie Crispe</p>		<p>This was discussed as a possibility for Kent Intl. JM to work with JL.</p> <p>JM working with SA on processes to promote participation in kata.</p>

## Safeguarding

Objective	Actions	Timescale	Responsibility	Finance	Status
<i>All committee members are aware of expected behaviours and rules</i>	<p>Communicate to all Kent Clubs the expectations of SG and the requirements to manage the protection of vulnerable persons.</p> <p>All Committee members to have attended a SGPC course in the last 3 years.</p>	<p>March 2016</p> <p>Ongoing</p>	<p>Steve Hunter</p> <p>Committee</p>		Email to clubs in Nov 15
<i>Support network of CWO</i>	<p>Safeguarding courses available to Kent for CWO development.</p> <p>Ensure CWO understands the route of communication.</p>	<p>March 2016</p> <p>March 2016</p>	<p>Sharon Steggall</p> <p>Steve Hunter</p>	£600	
<i>Identify all valid Kent CWO and validators</i>	Contact the BJA request the contact details for CWOs and their respective clubs.	March 2016	Sharon Steggall		

## Equality

Objective	Actions	Timescale	Responsibility	Finance	Status
<i>Women &amp; Girls only Session</i>	Promote the inclusion of women and girls in judo as a sport by devising a schedule of novice and experienced training sessions at various locations in Kent.	March 2016	Natalie Crispe		
<i>To support the development of a VI &amp; Disability pathway</i>	Identify within Kent any BJA registered VI or disability judoka.  Identify which coaches within Kent are BJA-trained for VI and disability Judo.	March 2016	Steve Hunter with specialists in the County e.g. Jon Sieloff and Dave Stanley		
<i>On-Line Equity Course</i>	Investigate the possibility of the Committee completing an on-line CPD course for Equity.	March 2016	Steve Hunter		