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HIGHLAND & MORAY SAILING STRATEGIC AND OPERATIONAL PLAN

INTRODUCTION

Purpose. The purpose of this plan is to support the development of sailing in the Highland & Moray regions through the implementation of the identified key and enabling objectives.

Development. Input to the plan is invited at anytime from all the members of Highland & Moray Sailing – HMS – either at meetings or through emails to the Office Bearers. The plan is under continuous development and the latest draft version will be presented to HMS members at meetings for approval by the majority present and entitled to vote. Once approved the draft becomes the definitive version (which will then be the basis for further drafts).

Maintenance. The Chairman will maintain and hold the definitive version of the plan.

Distribution. The definitive version will be available on the HMS web-site in Word and PDF.

Structure. The plan is written in 2 parts. Part 1 covers strategy and identifies the HMS Vision, Mission and Key Objectives. Part 2 covers operations and identifies time constrained Enabling Objectives to deliver parts of the strategy.

PART1 – STRATEGY

Vision Statement. The HMS vision is for a strong and mutually supportive network of sailing clubs and centres that can deliver the HMS mission.

Mission Statement. The mission¹ of HMS is to develop² sailing³ for all in the Highland Council and Moray Council areas⁴

Key Objectives. The Key Objectives⁵ are numbered so that the related Enabling Objectives can be referenced. The Key Objectives are:

Key Objective No	Key Objective Description
K1	To promote interest and participation in sailing
K2	To promote sailing as an equal opportunities sport available to all
K3	To encourage the population of the area to take up sailing
K4	To adopt a coordinated approach for the development of sailing with sailing clubs and organizations within the area
K5	To assist sailing clubs, organizations and individuals in the area by arranging courses for personal performance improvement and in coach education

¹ Taken from the HMS Constitution dated 27 May 2010

² Royal Yachting Association Scotland (RYAS) recognizes HMS as *the* Sailing Development Group for Highland and Moray

³ In the context of this constitution, ‘sailing’ refers to all aspects of boating for which the RYA is the National Body

⁴ Referred to as ‘the area’. The definition of the area *does not* constrain HMS from working with organizations outwith the area in pursuit of its mission

⁵ Taken from the HMS Constitution dated 27 May 2010

K6	To promote and support regattas and open events in the area as considered desirable by the hosts
K7	To provide a focal point for clubs, organizations and individuals to obtain and exchange information regarding sailing in the area by providing a free-to-use website
K8	To assist youth organizations gain access to sailing facilities within the area
K9	To facilitate communication between HMS associates and the Royal Yachting Association (RYA)

Growth. In its first 12 months of operation, HMS sponsored prizes for the North of Scotland Dinghy Championships (NoSDC), introduced Open Race Training (ORT) for juniors and held a HMS Seminar; the intention is for these activities to be annual events and to add a further event annually to the portfolio.

PART 2 – OPERATIONS

Layout of Operations. The operational plan covers the current and following calendar year. The plan consists of a series of Enabling Objectives designed to implement portions of the Key Objectives. The Enabling Objectives conform to the SMART process; ie Specific, Measurable, Attainable, Result focused and Time constrained. Each Enabling Objective has a unique reference: the first letter and number shows the related Key Objective (eg K7) the second letter – E – indicates an Enabling Objective followed by its serial number which is followed by the month & year it is planned to be completed. For example K6E2/06/11 would refer to the second Enabling Objective in support of Key Objective 6 which is due to be completed in June 2011. Milestones to achieve the Enabling Objective are also identified below.

2011

Outline Intentions. The main intentions are to facilitate the HMS Seminar and the NoSDC and to develop ORT. The planned additional main activity is a Powerboat Rally. The secondary intentions are to encourage a better population of the HMS web-calendar and to develop further the interactive areas of the HMS web-site.

Reference	Description	Funds	Milestones	Lead
K1E1/02/11	Hold a HMS Seminar in February hosted by Royal Findhorn YC	Self-financing	Completed 26 February. 74 attendees. Approximately £350 added to funds	Chairman
K7E1/04/11	Develop a 'crew match' interactive web page	FOC		Web-master
K5E1/04/11	Develop the ORT programme	Self-financing over the year	Meeting @ RFYC on 26 February decided to: <ul style="list-style-type: none"> • Try holding junior ORT alongside the RYAS NS @ Chanonry SC following a successful combined event @ Lochcarron SC • Make the Gunn Trophy event (Lochcarron SC 10 September) the focal point for junior ORT (team racing event) • Programme junior ORT for May – August to include a 3 day 'camp' 	Chairman

			<ul style="list-style-type: none"> • Try a senior ORT event • Appoint Richard Evans Head Coach for HMS ORT <p>ORT was held alongside the RYAS NS on 26 March with no issues.</p> <p>Dates & hosts for summer programme need to be fixed in April</p>	
K4E1/05/11	Hold AGM on 31 May (Chanonry SC @ 7PM)	£60 for light refreshments	<ul style="list-style-type: none"> • Calling notice sent 15 March • Topics to be forwarded by 9 May • Agenda to be issued 10 May 	Chairman
K6E1/??/11	Hold a Powerboat Rally	£???	<ul style="list-style-type: none"> • Discuss concept tele-conference 19 April 	Simon Paterson
K6E2/09/11	Promote NoSDC (Lochmorlich SC 18 September)	£100	<ul style="list-style-type: none"> • Purchase main prizes • Obtain voucher prizes • Highlight on HMS web-site • Brief details at AGM 	Chairman
K4E2/10/11	Fix dates and hosts for 2012 HMS events	FOC		Chairman
K7E2/11/11	Populate the HMS web-calendar with 2012 events	FOC		All

2012

Reference	Description	Funds	Milestones	Lead
K1E1/??/12	Hold a HMS Seminar			
K4E1/??/12	Hold AGM			
K5E1/??/12	Conduct junior & senior ORT			
K6E1/??/12	Hold a Powerboat Rally			
K6E2/??/12	Promote NoSDC			
	New activity ?			