



G AidHEALTACHD SAILING (GS) OPERATIONAL PLAN (OPLAN) FINANCIAL YEAR (FY) 2009 – 2010

Purpose: The OPLAN provides detailed objectives for GS to achieve within the FY. The OPLAN uses broad objectives selected from the GS Development Plan and adds specific requirements, completion dates and lead responsibilities laid out in yearly quarters.

Process: OPLAN updates are initially drafted at the direction of the Chairman at the beginning of each calendar year (last quarter of the current OPLAN). The initial draft update is reviewed by the GS committee, revised as required, then adopted in final form at the Annual General Meeting (AGM) for implementation during the FY starting in April. The Chairman provides a review of progress as part of the subsequent AGM.



FIRST QUARTER (APRIL – JUNE)

Objective	Development Plan Area	Anticipated Costs	Milestone Activities	Lead Responsibility
Conduct an AGM - Elect Office bearers - Adopt audited accounts - Adopt OPLAN - Elicit views on future GS events	Nil	Venue Hire	- Accounts to be presented for audit by mid April - Agenda issued 14 days before AGM	Treasurer (accounts) Secretary (agenda)
Support 3 NoSSS weekends at GS affiliated clubs	Nil		Nil	Chairman



SECOND QUARTER (JULY – SEPTEMBER)

Objective	Development Plan Area	Anticipated Costs	Milestone Activities	Lead Responsibility
Plan for a Gaidhealtachd Coaching Seminar to be held 3 rd Quarter	Coach Development		<ul style="list-style-type: none"> - Agree date window & theme - Book key speakers - Book - Obtain sponsorship - Book other speakers - Advance publicity - Detailed publicity 2 months before event - Final programme 1 month before event 	RYAS Rep
Plan 3 NoSSS weekends at GS affiliated clubs for 3 rd Quarter	Nil	Nil	Agree programme with NoSSS Regional Coach & clubs by early September	Chairman
Support North of Scotland Dinghy Championship at a GS affiliated club - Provide prizes - Obtain sponsorship for prizes - Present prizes	Nil	£50 for prizes £50 to hosting club		Chairman
Hold practical cruiser sail trimming workshop	Nil	£ ?? fees for expert £ 50 to club providing RIB for expenses	<ul style="list-style-type: none"> - Agree date & venue with Moray Yacht Axis - Book sail trim expert - Arrange support from GS club with RIB 	



THIRD QUARTER (OCTOBER – DECEMBER)

Objective	Development Plan Area	Anticipated Costs	Milestone Activities	Lead Responsibility
Plan for Gaidhealtachd Sailing Seminar. One day event with key speakers, interactive workshops & stands. Possibly concluding with a social event. To be held 4 th Quarter	Communication & Club Development	£150 for publicity	<ul style="list-style-type: none"> - Agree date window & theme - Book key speakers - Book venue - Obtain sponsorship - Book other speakers - Advance publicity - Detailed publicity 2 months before event - Final programme 1 month before event 	Chairman
Support 3 NoSSS weekends at GS affiliated clubs	Nil			Chairman
Conduct planning meeting with GS clubs to coordinate 2010 open events	Communication	Nil		Chairman
Plan for North of Scotland Dinghy Championship at a GS affiliated club for next 2 nd Quarter	Nil	Nil	- Agree date and venue	Chairman
Agree quarterly meeting dates for 2010	Nil	Nil		Chairman
Conduct a Gaidhealtachd Coaching Seminar	Coach Development	£500 for venue & speakers' fees to be off-set by ticket revenue and sponsorship		RYAS Rep

FOURTH QUARTER (JANUARY – MARCH)

Objective	Development Plan Area	Anticipated Costs	Milestone Activities	Lead Responsibility
Confirm club reps for following FY - Chairman to write to all Commodores asking for nominations	Communication	£15	Letters out in January for response by mid-March	Chairman
Conduct a Gaidhealtachd Sailing Seminar. One day event with key speakers, interactive workshops & stands. Possibly concluding with a social event.	Communication & Club Development	£1000 for venue & speakers' fees to be offset by ticket revenue and sponsorship		Chairman
Plan for AGM	Nil	Nil	- Book venue in February - Calling notice by mid-March	Secretary
Draft OPLAN update	Nil	Nil	- Initial update by 31 January - Final version by 31 March	Chairman
Update GS web-site with 2010 open GS affiliated club events	Communication & Club Development	Nil	Update by 31 March	Club Reps
Provide input to the Coach Action Plan	Coach Development	Nil	As required by Coaching Highland	Coaching Highland appointed rep
Plan 3 NoSSS weekends at GS affiliated clubs for next 1 st Quarter	Nil	Nil	Agree programme with NoSSS Regional Coach & clubs by mid-March	Chairman