

**Completed Delivering Plan for the
Strategic Plan and Associated Documents
Before the AGM on 5 October 2023**

No	Work	Comment	Target Date	Completion Date
1	Research of previous plan and associated documents	Draft Plan, Articles, Rules and meeting minutes	01/04/23	01/04/23
2	Meetings with Wayne, Adam, Cathy, Chris, Martin & Jonathan	Focused on understanding what their priorities for the plan would be	01/04/23	01/04/23
3	Update provided to Director's meeting on 16/02/23	Agreement given to progress draft Situational Analysis, Strategic Plan, Governance Framework, Schedule of Work, Business Plan	01/04/23	16/02/23
4	Meeting with Captain's Committee on 01/03/23	Update given on work and their expectations	01/04/23	01/03/23
5	Update provided at Directors meeting 09/03	Feedback received to assist with developing plans	01/04/23	09/03/23
6	23/03/04 Update to members given at EGM	Feedback and pre-research assisted in situational analysis report	01/04/23	23/03/23
7	Telephone conversations with Kevin Fish re Governance work to be undertaken by his consultancy firm	Individual work packages discussed. Kevin to progress with Governance work. SH to progress the remaining documents	01/04/23	01/04/23
8	Complete Draft 1 of Strategic Plan and Situational Analysis report	To be completed by Informal Q & A meeting at Club for members on the plan on 25/04/23	22/04/23	22/03/04
9	Informal Q & A meeting at Club for members on 25/04/23	Draft 1 pretty much agreed by about 60 members. Feedback received	25/04/23	25/04/23
10	Draft 2 of Strategic Plan, Over-arching schedule of plan work and this plan circulated to Board		02/05/23	02/05/23

11	Feedback session with Jon, Wayne and Kevin Fish on 02/05/23		02/05/23	02/05/23
12	Board agreed Draft 2 of Strategic Plan, Over-arching schedule and this schedule. Approved formalising Draft 1 of Governance Framework to go to joint Board and Captain's Committee on 07/06/23.		03/05/23	03/05/23
13	Complete Governance Framework Draft 1 and overarching schedule		30/05/23	13/06/23
14	Meetings with Ladies and Youth Committees	Documents circulated to Ladies and Youth and TPEGS	31/07/23	
15	Circulate Governance Framework and other documents (Draft 3) for 20/06 meeting		14/06/23	
16	Meeting with Captain's Committee and Board 20/06/23		30/06/23	
17	Integrate Strategic Plan and delivery schedules with Budgets		12/08/23	
18	Undertake Members Survey and review results		18/08/23	
19	Finalise all documents		18/08/23	
20	Final drafts placed on club website		18/08/23	
21	Final cut-off date for membership consultation on all documents		08/09/23	
22	Final series of membership meetings		08/09/23	
23	Strategic Plan submitted to Publishers		15/09/23	Not going to publishers. Will print ff for those who require hardcopy
24	AGM		05/10/23	