

Pony Club Tasmania

Strategic Plan 2018-2021



A life with horses starts here

VISION

A life with horses starts here

MISSION

Encourage young people to ride and to learn to enjoy all kinds of sport concerned with horses and riding.

STRATEGIC PRIORITIES

Participation	<ul style="list-style-type: none"> • Opportunities for riders, volunteers, coaches and officials
Education	<ul style="list-style-type: none"> • Quality and innovation in learning and development
Governance	<ul style="list-style-type: none"> • Promote and comply with best practice
Communication	<ul style="list-style-type: none"> • Connecting with members and stakeholders

This Pony Club Tasmania Strategic Plan 2018-2021 aligns with the Pony Club Australia Strategic Plan 2016-2019.

VALUES

Unity

- Develop leadership and effective management to ensure the growth and development of Pony Club Tasmania

Innovation

- Ensure proactivity through encouragement of lateral and creative thinking to generate new ideas and opportunities for improvement

Excellence

- We are responsive and act with integrity and transparency

Inclusion

- We build capacity with a sustainable outcome
- We pursue opportunities through development and innovation

Responsibility

- Be accountable for the decisions made under the rules of the organisation and have the capacity to honour the commitments made

Integrity

- Maintain high standards of ethical and fair behaviour by putting pony club before personal agendas, working with facts and listening to ideas.

Participation

Opportunities for riders, volunteers, coaches and officials

Objective

To increase, upskill and recognise volunteers, riders, coaches and officials and to offer participation opportunities for all members.

Strategies	Actions	Timeframe	Who	KPIs
1. Provide instruction and training of a national standard to all members from the very basic to elite levels in all aspects of riding and horsemastership including rider safety and horse welfare.	<ul style="list-style-type: none"> • Provide coaching in all levels of the national syllabus of instruction to maintain a high participation of efficiency certificate tests. • Provide mentors and assessors for all levels to assess competency levels of all levels of the syllabus of instruction. • Support PCA in the ongoing review of the Syllabus of Instruction. • Continue to educate all members on workbook assessment. 	Ongoing	Clubs	180 per annum
		Ongoing	PCT	One per zone per annum
		Ongoing	PCT/ PCA	
		Ongoing	Clubs	
2. Support clubs to deliver instructional rallies.	<ul style="list-style-type: none"> • Individual clubs run working rallies, one per month for at least 10 months, • to provide instruction and enjoyment in riding and horsemastership levels. 	Ongoing	Clubs	Clubs to deliver a minimum of 10 rallies per year
3. Maintain number of riding members and volunteers	<ul style="list-style-type: none"> • Assist Clubs in promoting membership in their area • Survey exiting members 	Ongoing On Exit	Zone/Club	Gather information to assist understanding of why members leave
4. Support riders with a disability.	<ul style="list-style-type: none"> • Promote sports connect and liaise with RDA to assist riders with a disability. 	Ongoing	PCT/ RDA	Support on a needs basis

	<ul style="list-style-type: none"> Facilitate rallies that enable RDA riders to participate in Pony Club activities. 			
5. Provide support, recognition and varied, enjoyable experiences in order to increase the number of volunteers and riding members.	<ul style="list-style-type: none"> Introduce annual pony club awards program recognising and rewarding riders, volunteers and coaches. Promote Award nominations to zones, clubs and riders Promote the Pony Club Tasmania values as a foundation for all pony club activities. 	Ongoing	PCT	<p>Award categories to follow PCA categories; in addition – State annual service awards</p> <p>Winners will become State’s nominees for National Awards</p>
6. Provide opportunities for selection for International Pony Club competition and Pony Club exchanges.	<ul style="list-style-type: none"> Select and organise State teams and/or individuals to compete in National and International competition in a variety of equestrian disciplines. 	Ongoing	PCT	Promote as opportunities become available
7. Conduct state championships.	<ul style="list-style-type: none"> Conduct State Championships for three grades of Eventing, Dressage, Show Jumping and Pony Club Games. Zones to organise inter-club competition for all levels in Eventing, Dressage, Show Jumping and Games to assess standards eligibility for state competition. Manage state representation including selection days, nominations, and required reporting. 	Annual As Available	PCT Zones PCT	100 riders to participate in eventing, dressage & show jumping; 60 for games
8. Liaise with member clubs on day to day issues and the PCA office in connection with National and International Competition	<ul style="list-style-type: none"> State representatives for inter-pacific and other international competitions and exchanges as they arise. Junior National and International Pony Club Games, National Senior Games and PCA National Championships. 	Ongoing	PCT	As opportunities become available

Education

Quality and innovation in learning and development

Objective

To provide coaching in riding and horsemastership and to instil in members the proper care of their horses raising awareness and education in risk management and horse welfare.

Strategies	Actions	Timeframe	Who	KPIs
1. Facilitate opportunities for coaches, officials and administrators to undertake quality training of a national standard.	<ul style="list-style-type: none"> Facilitate annual Technical Delegate (TD) Clinic to update TDs and Course Designers to ensure best practice techniques. 	Annual	PCT	Maintain/Increase
	<ul style="list-style-type: none"> Facilitate bi-annual specialist jumping equitation clinic for coaches, judges and pencilers with a NCAS Level II Coach. 	Bi-Annual	PCT	
	<ul style="list-style-type: none"> Facilitate bi-annual practical course building clinic with accredited course designer. 	Bi-Annual	PCT	
	<ul style="list-style-type: none"> Continue to train mentors and assessors to ensure they are available for Efficiency Certificate candidates for all levels. 	Annual	PCT	
	<ul style="list-style-type: none"> Provide coaches and managers for PCT teams competing in PCA National and International Pony Club competitions. 	Annual/Bi-Annual	PCT	
	<ul style="list-style-type: none"> Senior coaches to attend National Coaching Clinics and bi-annual coaching conference. 	Bi-Annual	PCT	
2. Manage the NCAS Pony Club Coach Accreditation Scheme to increase the number of NCAS qualified coaches.	<ul style="list-style-type: none"> Organise training for mentors and assessor to ensure they are available for NCAS coach accreditation. 	Ongoing	PCT	5% Increase
	<ul style="list-style-type: none"> Facilitate NCAS coach accreditation and re-accreditation clinics according to demand. 	Ongoing	PCT	

<p>3. Provide quality instruction of a uniform national standard</p>	<ul style="list-style-type: none"> • Conduct one Tom Johnson Memorial Clinic for C standard riders annually in each Zone. • Coaches to visit King Island and Flinders Island on an annual basis and additional if requested as a mentoring role and accreditation as required. 	<p>Annually</p> <p>Bi-annual</p>		<p>50 participants statewide</p>
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Governance

Promote and comply with best practice

Objective

To develop and maintain contemporary governance principles.

Strategies	Actions	Timeframe	Who	KPIs
1. Coordinate the activities of affiliated Pony Clubs in Tasmania in accordance with PCA policies, procedures and guidelines.	<ul style="list-style-type: none"> Conduct reviews of all policies. Ongoing review of PC competition rules and support PCA in review of National rules. 	Annual Ongoing	PCT PCT	Rolling annual review of PCT policies – 1 per annum 1 Handbook update annually - July
2. Continual improvement of administration practices and procedures.	<ul style="list-style-type: none"> Develop position descriptions for paid and voluntary positions. Undertake a board skills audit. PCT Board to regularly track progress against strategic plan and report on plan annually to members (annual report). Develop a succession plan including recruiting more males to the board. 	Dec 2018 2019 Nov 2018 June 2018	PCT	<i>Positions descriptions developed.</i> Board skills audit complete. Strategic plan reviewed and reported on. Succession plan in place.
3. Provide an effective and efficient secretarial service.	<ul style="list-style-type: none"> Prepare applications for grants funding. Ongoing review of Handbook. Organise state association meetings, executive meetings and chief coach meetings. Day to day administration activities 	Ongoing Ongoing Ongoing Ongoing	PCT PCT PCT PCT	Achieve at least same amount of government funding annually.

<p>4. Attend PCA meetings, conferences and workshops.</p>	<ul style="list-style-type: none"> • 3 State delegates and Chief Instructor delegate to attend PCA AGM and other special meetings as required. • 3 Chief Coaches – one from each zone – to attend bi-annual National Chief Coaches meetings 	<p>Annually</p> <p>Bi-annual</p>	<p>PCT</p> <p>PCT</p>	<p>Send 3 delegates and one chief coach to PCA AGM and Forum</p> <p>Send 3 chief coaches to the bi-annual Chief coaches meeting</p>
<p>5. Provide sound financial management and insurance management.</p>	<ul style="list-style-type: none"> • Clubs to provide audited financial reports annually and PCT to provide support and guidance where appropriate. 	<p>Annually</p>	<p>PCT/ Clubs</p>	

Communication

Connecting with members and stakeholders

Objective

Effective communication that forges and maintains connections with members and stakeholders, enabling PCT to work efficiently towards its goals.

Strategies	Actions	Timeframe	Who	KPIs
1. Use the full range of communication tools to engage with zones, clubs, members and PCA.	<ul style="list-style-type: none"> Ongoing development and maintenance of website. Maintain a current calendar of training and events on PCT website. Provide information to members through quarterly newsletters. Produce an annual report, distribute to zones and clubs, and place on website. 	Ongoing	PCT	Consistent and informative communication with members
2. Use social media and direct emails to engage with members, share news and encourage two way exchange of information.	<ul style="list-style-type: none"> Greater use of PCT Facebook page and post to page at least three times per week. Use new national database to engage directly with members, officials and volunteers. 			Increase number of likes on FB page by 5%
3. Develop annual stakeholder forum into a major event for planning, learning and discussion between PCT, zones and clubs.	<ul style="list-style-type: none"> Deliver stakeholder forum in September annually. Financial year changed to May/June and AGM held following stakeholder forum. Support two representatives from King Island and Flinders Island pony clubs to attend forum. Survey forum participants to determine level of satisfaction with PCT and help inform PCT priorities for coming year. 	Annually	PCT	Minimum of two representatives from each club attend forum

<p>4. Maintain effective communication and collaboration with key stakeholders.</p>	<ul style="list-style-type: none"> • Meet with PCA at least once per year. • Collaborate with Equestrian Tasmania to provide clinics and share officials. 	<p>Ongoing Ongoing</p>	<p>PCT/ PCA PCT/ET</p>	<p>One meeting per year Clinics held and shared use of officials</p>
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