

British Gymnastics facility guidance documents

The following documents are available to access through the facility page of the British Gymnastics website www.british-gymnastics.org

Facility Strategy 2017-2021

The Facility Strategy communicates the main goals of the Facility Team for the current four-year period. The strategy sets out why the four priority areas were chosen, linking into historic success stories and ever relevant challenges including the latent demand for our sport. The strategy also shows how the work of the Facility Team aligns with the national landscape for sport.

Facility Development Guide

This is a one-stop shop for the entire process of dedicated facility development. The guide starts by outlining the main types of dedicated facility including industrial unit conversions and asset transfers. The guide briefs the need to transition into a viable business model, the need for a robust business plan and financial projections. It also covers aspects including project finance, lease agreements and planning. The wider aspects of a project are also discussed, namely, workforce development as a key work area. If you are in the process of a dedicated facility project no matter at which point you find yourself, the development guide will be able to assist you.

Feasibility Flow Chart

“Can we do this?” is a question often asked of the Facility Team. The flow chart is one of the first documents clubs should consult when a project is at concept stage. Highlighting the main areas of a project, including location suitability and lease/build costs, enables clubs to assess their readiness for a dedicated facility project.

Planning Change of Use Guide

Most dedicated facility projects need to gain change of use planning achieved by way of a planning application submitted to the local authority. The guide highlights the main use classes for buildings and the steps needed to prepare and submit a change of use planning application. Clubs will be made aware of any common issues for planning applications and professionals to contact for further support.

Lease Agreement Guide

The guide communicates the necessity for robust hire agreements and highlights potential issues if clubs do not

have these in place. The guide sets out the main points for clubs to consider when securing tenure including the length of lease, associated costs and deposits. Lease agreements can be complex documents and it is recommended that legal advice be sought when negotiating one.

Sports Equipment Guide

Compiled from data sheets specific to all gymnastic disciplines, the guide looks at the recommended and desirable kit out and equipment for both non-dedicated and dedicated facilities. Recommended minimum operating standards including facility size, heating, lighting and toilet provision are covered. You will also find discipline specific recommendations, including the type and specification of equipment and the size and height clearance needed.

Income and Expenditure Template

If you'd like to get a handle on your current club finances or develop financial projections for a project this handy spreadsheet is for you. The spreadsheet is specifically designed for gymnastics clubs and their varied delivery programmes. Following the step-by-step instructions, you can input details for weekly classes, staffing, ratios and hire costs if applicable. If you then input any additional expenditure and income, your surplus or deficit will be worked out for your selected occupancy rate. For clubs wanting to use it as a financial projection tool, you can input your projected class and staffing details. You can then add approximate additional income including sponsorship together with approximate additional expenditure including lease costs, insurance and business rates. These can be taken from local area knowledge and case studies found on the facility webpage. The result will be a yearly surplus or deficit, again depending on your chosen occupancy rate.

Case Studies

The facility case studies cover a range of projects including industrial unit conversions, asset transfers and new builds. The studies cover any issues that were encountered, project details including timescales and site specification. They also cover the impact the project had on the club and the wider community. Information including project costs, running costs and top tips direct from the clubs have proved invaluable to clubs embarking on a dedicated facility project.