



Notting Hill / Pinewood TC
PO Box 795,
Glen Waverley, Vic., 3150

Expressions of Interest: Tennis Coaching

The committee of Notting Hill / Pinewood Tennis Club Inc. (NHPTC) invites interested parties to present a business plan for the supply of Tennis Coaching at NHPTC for 5 years commencing 01/01/10.

NHPTC was established in 1934 and occupies council land in Glen Waverley close to the Monash Freeway and Blackburn Road intersection. It has 10 plexipave courts under lights and a well appointed pavilion. NHPTC has had a consistent membership level of 350 - 370 per annum (juniors representing 37%) and is in a solid financial position with the facilities in excellent condition having been upgraded over the last few years. The site will realise its full potential with 2 new courts and lights within the next 2-3 years.

The club proudly supports various associations such as Tennis Victoria, Waverley Tennis, with members actively participating in competitions throughout the year. The club also provides opportunities for its members to play in internal competitions - Mid-week Ladies, Men's doubles and singles. Further NHPTC hosts the Junior ITF Notting Hill International on behalf of Tennis Australia each January as the key lead in event prior to the Australian Open Juniors.

The committee is determined to identify the best service provider of tennis coaching programmes, as a key platform to support continued membership growth and improvement in player standard of its members. The process is simply to invite potential service providers to provide written submissions outlining their plans for a 5 year business plan based at NHPTC. Following an assessment of submissions, potential candidates will then be contacted to discuss their plans further with the view of making a final appointment prior to the commencement date.

All submissions will need to cover the service provider's business objectives covering key areas such as but not inclusive of:

- Business structure
 - Organisational structure
 - Club/facility exclusivity
- Key performance measures
 - periods
 - 1st year - probationary
 - 3rd year - extension thereafter contingent on KPI's
 - 5th year
 - Information provided to NHPTC
 - By school term
 - Annually
- Business promotion
- No of students - current & annual targets
- Coaches
 - Structure
 - Qualifications/experience
 - Who
 - Min / max hours on the court

- Performance measures
- Court times & number of courts required
 - School terms
 - School holidays
- Special programmes
- Facility usage / Fee proposal
 - Payable to club - rationale / methodology
 - Lessons
 - Squads
 - Holiday programmes
- Coaching methodology
 - Refresher &/or extra training/education for coaches
- Other services provided to the club
- Requirements of the club
- Proposed contract/agreement
- Reviews with club

The period of the contract will be as follows:

Commencing; the start of the membership year 01/01/10 for 3 years with an option of another 2 years subject to achieving agreed targets. Toward the end of the period the club will again seek expressions of interest.

The timetable is thus as follows:

- Invitations sent out for expressions of interest - 15/06/09
- Close of expressions of interest - 15/07/09
- Discussions with selected parties - 08/08/09 - 21/08/09
- Appointment 01/09/09
- Contract effective from 01/01/10

Applications close 5pm on 15/07/09 and should be sent to

Hon. Secretary

Notting Hill / Pinewood Tennis Club Inc.

P.O. Box 795

Glen Waverley,

Victoria, 3150

Alternately e-mailed to info@nhptc.com.au

Committee of Management

15/06/09