



VERMONT SOUTH BOWLS CLUB ACTION PLAN 2023 - 2025

This action plan has been created in May 2023 and will be reviewed quarterly and updated yearly.

Created: 15/5/2023

Updated: September 2023

Updated for 2024 AGM

This action plan identifies the ways we can continue to keep the bowls section:

- Viable
- High profile and successful
- Moving forward together
- A great place to belong

Focus Area: COMMUNICATION

GOAL: Efficient and Effective Communication that is transparent, open and honest/keeping everyone informed

| Objective | Actions/Activities | Resources and Support | Person/Position or Group Responsible | Time Line | Measure of Success | Result/Progress |
|--|---|-----------------------|---|--|--|---|
| Underpins everything we do; builds relationships and keeps people involved | <p>1. Copies of eNews will be placed in an identified position in clubrooms as well as on noticeboard</p> <p>Bowls Committee minutes will be circulated to all stakeholders and published in eNews and on noticeboard</p> <p>Running sheets of news and information for Pennant and Social Convenors to convey to members</p> | | <p>Bowls Committee Mike Petty</p> <p>Bowls Committee Di Agius</p> <p>Bowls Committee Jann Laurence & Rhona Bastiani</p> | <p>Immediately</p> <p>Immediately</p> <p>Immediately</p> | Members acknowledging news items and are being kept informed | <p>eNews and committee minutes are being placed on the noticeboard each week/month</p> <p>Running sheets are completed each week and placed in convenors' folders, for communicating important information to members</p> |
| | <p>2. Social Media – explore opportunities to reach out to communities and attract new members</p> <p>Regularly publishing news, information and social events on our Facebook page. Linking in to other relevant bowls Facebook pages</p> | Pam Janssen | Bowls Committee | Immediately and Ongoing | Member satisfaction with communication within and external to the club | Pam Janssen is proactive with our social media activities publishing on a number of Facebook pages including our own |

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| | 3. Handbook or yearly planner to be developed for bowls members | Ray Evans to assist | VSBK | Before the start of the new season | Member satisfaction | Handbook has been distributed to members again this year |
| | 4. VSC Website to be updated and in place | | VSC Mike Petty, Damien Whaley, Warren Strybosch | Regular progress is being made to get the site updated and improved | Member satisfaction Attract new members | Bowls section to be made a priority, discussions being held at VSC meetings |
| | 5. Team App to be implemented for members | | Bowls Committee John Strybosch | Immediate communication on options for members | Member satisfaction | John Strybosch is progressing |
| | 6. Corporate Brochure to be developed and distributed at completion of renovations | | Bowls Committee Mike Petty | 2024 | A large volume of corporate higher requests and revenue return | The brochure has been partially developed but will only be finalised when renovations have been completed – this should be available by March 2024 |

Focus Area: SOCIAL FABRIC/CULTURE AND WELLBEING

GOAL: Inclusive and supportive approach to all members/we support each other/Maintain a proactive approach to the culture of our club and the wellbeing of our members

| Objective | Actions/Activities | Resources and Support | Person/Position or Group Responsible | Time Line | Measure of Success | Result/Progress |
|----------------|--|-----------------------|--------------------------------------|------------|---|---|
| WE CARE | 1. Keeping connected to our retired members | | Bowls Committee Pam Janssen | Every Year | Our retired members feel connected and part of the club | Retired members are regularly invited to events and a number of them are currently involved in our card's afternoon Friends of Vermont South to be invited to opening of new club rooms (draft letter to be available for next meeting) |
| | 2. Maintain regular social functions – explore new opportunities at the completion of the bowls club renovations | | Social Sub-Committee | Ongoing | Culture of social enjoyment and a sense of belonging | Social committee is developing a yearly calendar of activities to present to the bowls committee It was also clarified that they report directly to the bowls committee, are responsible for the end of season trip and need to look for revenue raising opportunities |

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| | <p>3. Advertising for new members</p> <p>Bowls committee meeting with new members</p> <p>Recruitments strategy to be developed around – Jack Attack, Barefoot Bowls and pop-up stalls in shopping centres (Forest Hill, Knox, Vermont South)</p> | Coach/ Selectors | <p>Bowls Committee Mike Petty</p> <p>Bowls Committee</p> <p>Bowls Committee</p> | <p>Immediately</p> <p>Minimum of twice yearly</p> <p>October/ November</p> | <p>Increase in new members</p> <p>Satisfied new members, feeling of belonging</p> <p>Increase in membership</p> | <p>18 members have joined the club since our AGM in April 2023</p> <p>Try bowls flyers have been dropped in letterboxes in a number of suburbs in February/March 2024</p> <p>A new member night meeting with the committee was held in November 2023</p> <p>Stalls were set up in some of the Whitehorse Councils festivals</p> <p>Barefoot bowls recommences 4th October and will be a major avenue to recruitment</p> |
| | <p>4. Introduce a formal reporting process for member's well being and support group to assist members in need</p> | Pam Janssen | Bowls Committee | Immediately | Members feel supported and assisted when appropriate | Pam Janssen our wellbeing officer has been proactively keeping in touch with members offering support and information from the club. Updates have been regularly placed in eNews and the committee's minutes |

Focus Area: TOURNAMENTS/SOCIAL BOWLS

GOAL: Maximising participation, skill level and building relationships

| Objective | Actions/Activities | Resources and Support | Person/Position or Group Responsible | Time Line | Measure of Success | Result/Progress |
|-----------|--|-------------------------------|--|----------------------|--|--|
| | 1. Develop a schedule for Club Championships including rules and how members will be encouraged to nominate | | Bowls Committee Mike Petty/ John Strybosch | 6 Months | Increase in members entering the Club Championships | Club Championships schedule has been developed and published. They will be completed by the 2024 AGM There was an increase in members participating in these events this year |
| | 2. Planning for the following tournaments: - Balmoral Cup 2024 - KCL - Ladies Day - Club Opening - Family Day | Sponsorship Sub-Committee | Bowls Committee | 3 Months | More people experiencing our club and facilities Revenue Opportunity Increased Membership opportunity Successful Days | Ladies Day tournament planned for 24 th March is full Club opening is planned for 14 th April 2024 KCL is scheduled for 28 th April 2024 and is taking entries Balmoral Cup will commence on 17 th April 2024 |
| | 3. Analysis of our social program including attendance, revenue, outgoings, bar etc. | Social Convenors Ray Evans | Bowls Committee | End of Winter Season | Informed details for the committee for future planning | Discussion to be held with Treasurer |

Focus Area: PENNANT/COACHING AND SKILLS DEVELOPMENT

GOAL: Maximising participation of members in the competitive arm of the Bowls Club/To be successful and competitive

| Objective | Actions/Activities | Resources and Support | Person/Position or Group Responsible | Time Line | Measure of Success | Result/Progress |
|---|--|--------------------------|--------------------------------------|-----------------------|--|---|
| Maximise the potential skills within the club involved in competition | 1. Coaches/Selectors and Bowls Committee forum to determine goals and strategies for the upcoming season | Coaches/Selectors | Bowls Committee | 23/5s | Bowler's performance improves Club success | Forum held, goals and strategies developed under the heading of 'Moving Forward Together'. Ongoing all pennant season 4 teams made finals on Saturday, 1 on Tuesday and 1 on Thursday out of our Pennant competition |
| | 2. Player's performance assessment process to be reviewed/Skips responsibility season | John Strybosch/Selectors | Bowls Committee John Strybosch | Immediate | Better process, easily understood by players Skips better equipped to perform their role and responsibilities | Tick system to be used for player's performance assessment. Ongoing Skips responsibility and positional roles session to be held |
| | 3. Coaches/Selectors forums to continue with the Bowls Committee | Coaches/Selectors | Bowls Committee | Ongoing | Working together to achieve improved outcomes Improved pennant outcomes | A meeting to be scheduled for half way through the season (January) to review progress |
| | 4. Measurer refresher prior to each season/umpire briefings | Umpire Co-Ordinator | Bowls Committee John Strybosch | September/ October | Players more confident in undertaking the role | Jim Baker conducted laser measure sessions |

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| | 5. Team Managers session prior to the start of each season | Chairs of Selection Panels | Bowls Committee | September/ October | Players confident and others volunteering for the role | To be held prior to the start of the season |
| | 6. Introduce sausage sizzle/ hamburgers after pennant and social bowls | Volunteers | Bowls Committee Jann Laurence | As opportunities identified | More involvement in the club Part of after the game enjoyment | To be progressed when we move back into our club rooms |
| | 7. Player sessions on the rules of the game | | Bowls Committee John Strybosch | September/ October | Players confident with their knowledge of the rules of the game | Flyer with basic rules to be handed to members – regular articles have been placed in eNews |

Focus Area: VOLUNTEERS (Office Bearers, Committee/Sub-Committees, Catering, Housekeeping/Other

GOAL: Maximising involvement of members in the running of the club/Recognising our volunteers and their hard work

| Objective | Actions/Activities | Resources and Support | Person/Position or Group Responsible | Time Line | Measure of Success | Result (how did you go?) |
|---|--|-----------------------|--------------------------------------|-----------|--|---|
| <p>Viable Club</p> <p>We are all in this together</p> <p>Our future is in our hands</p> | 1.Create a list of the areas where we need people to do jobs or roster | All Members | Bowls Committee | 3 Months | More people involved in the activities of the club | <p>List developed and agended for discussion at the 2024 AGM</p> <ul style="list-style-type: none"> - Barefoot Bowls - Corporate - Uniform - Greens Team - Tournaments - Club Championships |
| | 2.Thank you and recognition forums acknowledging volunteer involvement will be included at the AGM | | Bowls Committee | Yearly | Volunteers feel valued and acknowledged | Will happen at 2024 AGM – afternoon tea scheduled after Bowls presentations |