



## VERMONT SOUTH BOWLS CLUB ACTION PLAN 2025 - 2027

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This action plan has been created in July 2025 and will be reviewed quarterly.

Created: 30/7/25

Reviewed: February 2026

Reviewed:

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

- Viable/Sustainable/Thriving
- High profile and successful
- Moving forward together as a club
- A great place to belong.

**Focus area: GOVERNANCE**

**GOAL: Up to date rules, policies and procedures**

**Objective: To align our rules, policies and procedures to the National Integrity Framework overseen by Sport Integrity Australia**

Actions/Activities	Person responsible for progressing (Resources and support)	Time line	Measure of success	Result/Progress
<ol style="list-style-type: none"> <li>1. Review and update VSBC rules</li> <li>2. Develop and implement a Code of Conduct policy</li> <li>3. Review and update duty descriptions for all roles</li> <li>4. Completion of the Club Health Check on Bowls Aus/Clubmap website</li> <li>5. Develop a calendar of events for circulation to committee members for each meeting and for publishing to members</li> <li>6. A list of work projects is developed for the bowls section and presented to the VSC for consideration and progressing as part of the future planning VSC project</li> </ol>	<p>Bowls Committee (Bowls Vic; Bowls Australia; Clubmap)</p> <p>Mike Petty</p> <p>Bowls Committee Greens Director Catering Manager</p>	<p>To be finalised by 2026 AGM</p> <p>Immediate</p> <p>After VSC AGM in Sept</p>	<p>All rules, policies and procedures are up to date, adopted and understood by members of the bowls section</p> <p>Committee members have a clear picture of our commitments for the upcoming year</p> <p>Bowls section's work priorities are included in future planning projects at VSC level</p>	<p>Review of draft rules has been completed. To be presented for adoption at the 2026 AGM</p> <p>Code of conduct policy finalised, published and on bowls noticeboard</p> <p>Duty descriptions for all roles completed</p> <p>Health check and results completed for consideration in 2026 new action plan.</p> <p>In place and ongoing</p> <p>A list of work projects for the bowls section submitted to VSC Sept'25</p>

**Focus area: COMMUNICATION, PROMOTION AND MARKETING**

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

**Objective: Underpins everything we do, builds relationships, keeps people involved and informed, brings in new members**

Actions/Activities	Person responsible for progressing (Resources and support)	Time line	Measure of success	Result/Progress
1. Social Media - explore opportunities to reach out to communities and attract new members.	Pam Janssen	Immediate and ongoing	Members satisfaction with communication within and external to the club	Social media team in place and actions to be presented to new 2026 committee
2. Regularly publishing news, information and social events on our Facebook page. Linking in to other relevant bowls Facebook pages	Leanne Bourke		Responses and contact eventuating from Facebook posts	Opportunities are identified and published/ongoing
3. VSC Website to have the bowls section updated or rewritten so it becomes a resource for club members and the community	Website Sub-committee		Website is attracting interest and new members	Sub-committee of Mike Petty, Peter Morgan, Steve Raymond and Roy Arscott progressing
4. Handbook or yearly planner to be developed for bowls members.	Jim Cull		Our handbook remains a resource for our members	Completed and distributed to members
5. Barefoot bowls flyer to be developed in Chinese and circulated into the Chinese community to encourage attendance on Friday nights. Flyer to be sent to Probus groups	Dean Stublely Mike Petty		We gain new members from the Chinese community.  We gain new members from other avenues	Updated flyers have been created for TRY bowls season; as handouts for corporate barefoot bowls sessions and for letterbox drop.
6. Maintain current communication with members via ENews, weekly running sheets and committee contacts/minutes	Committee members		Our members are informed	Exploring flyer in different languages  In place and ongoing

**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: Every member knows WE CARE**

Actions/Activities	Person responsible for progressing (Resources and support)	Time line	Measure of success	Result/Progress
1. Maintain regular social functions	Social Committee	Ongoing	Culture of social enjoyment and a sense of belonging	Social committee develops schedule of events ongoing
2. Drive a recruitment strategy through Fridays Barefoot bowls and corporate barefoot bowls bookings	Mike Petty, Ken George, Committee members	Every Friday	Increase in membership	Try/Barefoot bowls flyer to be handed out to every corporate barefoot bowls event/jack attack etc  VSC Community Day has now been scheduled for 26/4/26
3. Develop a checklist of the stages of learning for a new member which improves their integration into the club	Bowls Committee Coaches New member officers	Immediate	Members feeling welcome and involved in the club	Completed and implemented
4. Develop a Wellbeing/Vale Policy	Dean Stubley Rhona Bastiani Graeme Durrant (Enews)	Immediate	Policy provides a consistent understanding and approach for all members	Completed and implemented
5. Review list of current members	Bowls Committee Dean Stubley /Rhona Bastiani	1 month	Committee has a better understanding of members activities	Completed and being monitored by wellbeing officers – Rhona Bastiani and Dean Stubley

<p><b>6.</b> First aid kits to be checked 6 monthly and Defib training to be organised</p>	<p>Health &amp; Safety Sub-committee</p>	<p>Every 6 months</p>	<p>Kits and Defib training is up to date and readily available for members to use</p>	<p>11 First Aid Officers in place, OH&amp;S sub-committee led by Paul Bastiani (Craig Anderson, Pam Barnhill and Dean Stubley) now up and running, regular checking schedule in progress Defib training completed.</p>
<p><b>7.</b> Organise and tidy the greenhouse for members to use. Make sure the main function room is kept tidy.</p>	<p>Appointed bowls members/coaches</p>	<p>Ongoing</p>	<p>Greenhouse is fit for purpose</p>	<p>Completed and ongoing</p>
<p><b>8.</b> New member “welcome and brief profile” to be placed in Enews when membership is approved</p>	<p>Bowls Chairperson</p>	<p>Ongoing</p>	<p>Members feel welcome</p>	<p>Implemented and ongoing</p>

**Focus area: TOURNAMENTS/SOCIAL BOWLS**

**GOAL: Maximising participation, skill level and building relationships**

**Objective; Maximum member participation**

Actions/Activities	Person responsible for progressing (Resources and support)	Time line	Measure of success	Result/Progress
<p>1. Review and develop a schedule for Club Championships for 2025/26 including rules and encourage members to nominate</p>	<p>Graeme D Mal Walker David Fisher</p>	<p>Sept'25</p>	<p>Increase in members entering the club championships</p>	<p>Completed and Championships are in progress</p>
<p>2. Planning and running our annual Tournaments: - Balmoral Cup - Super 4s - Ladies Day</p>	<p>John Strybosch Mike Petty Di Agius</p>	<p>As scheduled</p>	<p>Championships viewed as a success</p> <p>We receive a full list of entries and we continue the history of success</p>	<p>Balmoral Cup scheduled for April 2026</p> <p>Super 4s scheduled for April 19/2026</p> <p>Ladies Day scheduled for March 28/2026</p>
<p>3. Running of the inaugural Club Challenge</p>	<p>Di Agius/Sue Morgan Croydon Bowls Club</p>	<p>Oct'25</p>	<p>We receive maximum entries from both clubs and the players view the day as a success</p>	<p>Completed successfully</p>
<p>4. Create a committee contact for the Social Bowls Program and create social program. Update flyer</p>	<p>Peter Morgan Social convenors</p>	<p>Immediate</p>	<p>Social program is running well and convenors feel connected to the committee</p>	<p>Completed and new data sheet to be implemented</p>
<p>5. Run the Mega Bowl Day on Melbourne Cup Day</p>	<p>Peter Morgan Mike Petty</p>	<p>Nov'25</p>	<p>Everyone involved views the day as a success</p>	<p>Completed successfully</p>

**Focus area: PENNANT/Coaching and Skills Development**

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

**Objective: maximise the potential skills within the club involved in competition**

<b>Actions/Activities</b>	<b>Person responsible for progressing (Resources and support)</b>	<b>Time line</b>	<b>Measure of success</b>	<b>Result/Progress</b>
1. Appoint a playing Head Coach	Di Agius/Bowls Committee	Aug 25	Head Coach appointed and implementing a coaching program for all players	Completed and in progress
2. Coaches/Selectors and Bowls Committee forum to determine goals and strategies for the upcoming season including a mid-season review	Di Agius/Bowls Committee	Sept 25	Goals and strategies are developed and communicated to all players	Completed Sept'25
3. Player's performance assessment process to be reviewed	John Strybosch	Sept 25	Players understand the assessment process and completing ratings every week	Completed and new assessment process implemented
4. Club Catchcry for Pennant to be explored with members	Di Agius/Bowls Committee Members	Sept 25	Pennant players determine whether we have a catchcry for the season	Club Catchcry introduced "Go Vees", signage installed and continuing reinforcement/encouragement ongoing

**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: Viable club; We are all in this together**

<b>Actions/Activities</b>	<b>Person responsible for progressing (Resources and support)</b>	<b>Time line</b>	<b>Measure of success</b>	<b>Result/Progress</b>
<ol style="list-style-type: none"> <li>1. Continually identify and drive the need for volunteer involvement in running the club</li> <li>2. Roving reporter role be undertaken to raise awareness of the different roles and responsibilities of all volunteer groups, recognising the contribution they make. Provide knowledge around what they do and opportunities for members to become more involved in their club.</li> <li>3. Thank you and recognition forums acknowledging our volunteers will be included at each AGM.</li> <li>4. Bowls presentation will be combined with the AGM each year</li> <li>5. Local Legend award will be presented at each AGM</li> </ol>	<p>Bowls Committee All members</p> <p>Steve Raymond</p> <p>Bowls Committee</p> <p>Bowls Committee</p> <p>Bowls Committee</p>	<p>Ongoing</p> <p>AGM</p> <p>AGM</p> <p>AGM</p> <p>AGM</p>	<p>Everyone is involved in the activities required to run the bowls section</p> <p>Volunteers feel valued and acknowledged. More members contributing to the running of the club</p> <p>Volunteers feel valued and acknowledged</p> <p>Maximising attendance of members and a sense of belonging</p> <p>Members appreciate the level of recognition</p>	<p>Spotlight articles in Enews to encourage volunteer involvement. Continual encouragement for AGM vacancies.</p> <p>Steve Raymond has completed 3 roles published in Enews. Ongoing</p> <p>Implemented and ongoing at each AGM with an afternoon tea and Local legend award recognising volunteers also</p> <p>Implemented and ongoing</p> <p>Implemented and ongoing</p>