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# *AUSTRALIAN DRAGON BOAT FEDERATION*

## *OPERATIONAL PLAN FOR 2023 - 2024*

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Code for Status **Green** = on track/ **Amber** = Needs Attention (almost due)/ **Red** = Priority (passed date)

## Strategic Pillar: Governance

	Objectives	Measures	Responsibility	Consulted	Reported By	Completed by	Status
1.1	Maintain Board Committees	<ul style="list-style-type: none"> <li>Committee roles defined, members identified, communication and reporting pathways and processes established</li> </ul>	Chair	Board	November 2023	June 2024	Ongoing
1.2	Optimise and expand functionality and usability of our IT systems	<ul style="list-style-type: none"> <li>State Members are using the same registration structure – e.g. PIN payments</li> </ul>	Finance	Board	July 2023	July 2023	
1.2.2		<ul style="list-style-type: none"> <li>AusDBF has the ability to communicate directly with Clubs / participants</li> </ul>	Communications	State Members	August 2023	November 2023	
1.3	Actively manage policies, procedures and governance processed	<ul style="list-style-type: none"> <li>All policies are current</li> </ul>	Board	Board	Renewal timetable	ongoing	
1.4	Active risk management	<ul style="list-style-type: none"> <li>Risk register reviewed bi-annually</li> </ul>	Audit & Risk Committee	Board	October 2023	April 2024	

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## Strategic Pillar: Development

	Objectives	Measures	Responsibility	Consulted	Reported By	Completed by	Status
<b>2.1</b>	Develop a marketing plan (align marketing plan to relevant aspects of the strategic plan)	<ul style="list-style-type: none"> <li>Marketing Director appointed</li> </ul>	Board	Board	August 2023	November 2023	
<b>2.1.1</b>		<ul style="list-style-type: none"> <li>Operation Marketing Plan implemented                             <ul style="list-style-type: none"> <li>Identify grants and sponsorship opportunities</li> </ul> </li> </ul>	Marketing Director	Board			
<b>2.2</b>	Support State Members to increase participation in all aspects of the sport	<ul style="list-style-type: none"> <li>Reach 9,000 participants                             <ul style="list-style-type: none"> <li>Paid members</li> <li>School program (school dragon pass)</li> <li>Corporates (corporate dragon pass)</li> <li>Volunteers</li> <li>Other programs</li> </ul> </li> </ul>	Development Director	Board	April 2024	April 2024	
		<ul style="list-style-type: none"> <li>Published churn rate trend bi-annually</li> </ul>	Finance	Board	April 2024	April 2024	
		<ul style="list-style-type: none"> <li>Accurate figures on all Dragon Boat participants</li> </ul>	Finance	Board	October 2023	October 2023	
		<ul style="list-style-type: none"> <li>Registration portal for all programs with a website interface</li> </ul>	Digital	Board	October 2023	October 2023	
		<ul style="list-style-type: none"> <li>Measured and published Dragon Boat diversity data against Australian population</li> </ul>	Inclusivity	Board	July 2023	October 2024	
<b>2.3</b>	Provide education pathways for development across all aspects of the sport	<ul style="list-style-type: none"> <li>Accredited personnel have all completed LMS</li> </ul>	Development	Board		Reported at AGM	ongoing

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<b>2.3.1</b>		<ul style="list-style-type: none"> <li>Board Directors have completed ASC online Director courses</li> </ul>	Chair	Board	June 2023	July 2023	
<b>2.3.2</b>		<ul style="list-style-type: none"> <li>Professional Development Sessions conducted and number of participants recorded and published</li> </ul>	Communication		Ongoing	Reported at AGM	
		<ul style="list-style-type: none"> <li>Maintain and update LMS when required</li> </ul>	Rex Tindal	Board	Ongoing		

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## Strategic Pillar: Events

	Objectives	Measures	Responsibility	Consulted with	Reported By	Completed By	Status
3.1	Maintain events calendar	<ul style="list-style-type: none"> <li>Accurate and published events calendar</li> </ul>	BS	State Members	Monthly		
3.2	Deliver and grow successful AusChamps	<ul style="list-style-type: none"> <li>Increased number of participants</li> </ul>	Board	Events			
3.2.1		<ul style="list-style-type: none"> <li>Methodology adopted for hosting allocation</li> </ul>	Board	Events	July 2024	June 2024	
3.3	International pathways						
3.3.2		<ul style="list-style-type: none"> <li>Signed MOU with NZDBA</li> </ul>	Chair	Board	Sept 2023	Nov 2023	
3.3.3		<ul style="list-style-type: none"> <li>Event attendance and participation</li> </ul>	Events	Board	June 2024	Ongoing	
3.3.4		<ul style="list-style-type: none"> <li>More Oceania Members</li> </ul>	Board	Board		Ongoing	
3.3.5		<ul style="list-style-type: none"> <li>CCWC attendance - quotas filled</li> </ul>	Events	Board	May 2024	May 2024	
3.3.6		<ul style="list-style-type: none"> <li>Promotion of International events - Number of clubs attended</li> </ul>	Events	State Members		Ongoing	

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## Strategic Pillar: High Performance

	Objectives	Measures	Responsibility	Consulted with	Reported By	Completed By	Status
<b>4.1</b>	Promote State representative competition (increase focus of SvS day)	<ul style="list-style-type: none"> <li>Representation from all State Members across all age divisions</li> </ul>	Board	State Members	October 2023	November 2023	
<b>4.2</b>	Deliver and grow the national team (Auroras)	<ul style="list-style-type: none"> <li>Consistent high standard of benchmark fitness for Auroras</li> </ul>	HP	Board	Sept 2023	Sept 2023	
		<ul style="list-style-type: none"> <li>Increased selection pool for Auroras team <ul style="list-style-type: none"> <li>Introductory sessions</li> </ul> </li> </ul>	HP	Board/State Members	March 2024	March 2024	
		<ul style="list-style-type: none"> <li>Improved performance at WDBRC &amp; Asian Championships</li> </ul>	HP	Head Coach	Sept 2023	Sept 2023	