

Active Training Administration Review Work Plan Implementation Report



Financial Year: 2018/19
Quarter: 3
Date: 31/03/2019

Full Report: www.lsv.com.au/sportreview

Priority Areas:

1. Developing people (PA1)
2. Prioritising safety (PA2)
3. Upgrading technology (PA3)
4. Increasing promotion (PA4)
5. Improving evaluation (PA5)

Highlights

- Significant increase in accredited officials as evidenced by; 178 officials accessed the online e-learning system, 97 officials successfully completed practical assessments and 40 successfully accredited officials of who had previously only partially completed their requirements (PA1)
- Improved efficiency of carnival equipment management (including transport) with integration of Aquatic Sport into the LSV Supply Chain team, allowing for better carnival logistics, set-up and pack-up (PA1, PA2)
- Promotion of Active Training and athletes with professional photography albums shared from 9 Junior and Youth/Senior Carnivals, including State Championships, along with the purchase of more pronounced marketing materials such as Media Banners (PA4)
- Three Safety & Risk Management sessions conducted by Senior Officials throughout the season to communicate safety protocols, procedures, roles and responsibilities and Search & Rescue Kits (SARK), connecting with approximately 75 attendees (PA1, PA2)
- Implementation of a standardised First Aid action plan across both Junior and Youth/Senior carnivals (PA1, PA2)
- Successful use of TeamApp as a communication tool across four carnivals in the Summer season, with further implementation and trialling for enhanced use to occur (PA3, PA4)
- Aquatic Sport Jet ski's re-introduced to support water safety across every summer carnival, resulting in an upskill of personnel (PA1, PA2)
- Enhanced communication and on the beach support for officials with roving mentors (increased from 9 to 19 mentors), toolkits (including codes of conduct & rules) and consistent feedback opportunities (PA1, PA2, PA5)
- Aquatic Sport Pool Competition format successfully trialled at one School Swimming Carnival with further implementation to occur (PA4)
- Development of carnival management IT Applications continuing, meeting with SLSNZ and members of the national R&R committee for wireframe feedback (PA3)

Challenges

- Difficulties ensuring suitable carnival locations are met, with facilities and supporting infrastructure, further enhanced by environmental variables throughout the Summer season – Venue Matrix development underway to assist with suitable venue identification (PA2)
- Communication and understanding of the Officials, Boat Sweeps & Coaches process, resulting in confusion and accreditation lapses (PA1)
- Carnival Management system capabilities for award checking and on the day activities (i.e. results recording) are below standard, resulting in continued delays, manual input and inaccuracies (PA4)

Looking Ahead

- Consultation and rollout of the Active Training Risk Management project with RiskFacilitator (PA2)
- Completion of the Active Training monitoring & evaluation project with the LSV Risk & Research team (PA5)
- Build and testing (focus groups and trials) of IT Developments – Entries App, Marshalling App, R&R Results App (PA3)

Please see details of deliverable status by theme on Pages 2-3.

Deliverable Status



Total Deliverables: 87

- **Not Started:** 18
- **In Progress:** 65
- **Issues:** 0
- **Completed:** 4

Theme	Activity	Deliverables and Milestones	Deliv Due date	Deliverable Status
People Development	ESOs	Deliverable: Develop training opportunities for Area Referee and ARROs.	FY 19/20 Q2	In Progress
People Development	Team Managers	Deliverable: Develop training opportunities and resources for Team Managers.	FY 19/20 Q1	In Progress
People Development	High performance	Deliverable: Develop recognition plan for state team athletes and management.	FY 19/20 Q3	In Progress
People Development	All people	Deliverable: Recruit a dedicated state-wide capability and capacity role to facilitate programs and training associated with Sport's people.	FY 19/20 Q4	In Progress
People Development	AS staff	Deliverable: Provide for support for Aquatic Sport staff including with an aim to retain staff.	FY 19/20 Q1	In Progress
People Development	Code of Conduct	Deliverable: Promote and educate stakeholders on the LSV Code of Conduct.	FY 19/20 Q3	In Progress
People Development	Water safety / powercraft	Deliverable: Conduct a review of water safety and powercraft skill requirements.	FY 19/20 Q2	In Progress
People Development	Water safety / powercraft	Deliverable: Identify and address barriers for water safety and powercraft personnel to access RWC pathways.	FY 19/20 Q3	In Progress
People Development	Social networking	Deliverable: Facilitate social networking opportunities for the Aquatic Sport community.	FY 19/20 Q1	In Progress
People Development	Parents	Deliverable: Develop an online short module about junior carnivals for parents.	FY 19/20 Q2	Not Started
People Development	Officials	Deliverable: Scope a system to record RLSSA officials, i.e. through aXcelerate or SurfGuard.	FY 19/20 Q3	In Progress
People Development	Pathways	Deliverable: Review opportunities to promote and grow participation in masters competition.	FY 19/20 Q2	Not Started
People Development	High performance	Deliverable: Review management and selection of high performance program athletes.	FY 19/20 Q2	In Progress
People Development	Mentoring	Deliverable: Develop and enhance mentoring programs for officials.	FY 19/20 Q4	In Progress
People Development	Officials	Deliverable: Develop resources and tools to upskill and support officials to run efficient, professional carnivals.	FY 19/20 Q2	In Progress
People Development	Water safety / powercraft	Deliverable: Scope options to integrate powercraft personnel.	FY 18/19 Q4	In Progress
People Development	ESOs	Deliverable: Develop training opportunities for ESOs.	FY 19/20 Q2	In Progress
People Development	Recognition	Deliverable: Develop a process to track and acknowledge volunteer services.	FY 19/20 Q1	In Progress
People Development	Coaches	Deliverable: Review process and opportunities for coaches to gain accreditation and re-accreditation.	FY 19/20 Q4	In Progress
People Development	Pathways	Deliverable: Enhance pathways for a range of Aquatic Sport roles	FY 19/20 Q4	In Progress
People Development	Pathways	Deliverable: Undertake a review of school-based Aquatic Sport programs.	FY 19/20 Q4	In Progress
People Development	Incentives	Deliverable: Scope feasibility and membership expectations of incentivising commitment	FY 19/20 Q1	In Progress
People Development	Athletes (training)	Deliverable: Scope options to facilitate training opportunities for athletes.	FY 19/20 Q4	Not Started
People Development	Officials	Deliverable: Review process and opportunities for officials to gain accreditation and re-accreditation.	FY 19/20 Q4	In Progress
People Development	High performance	Deliverable: Review Wieland Shield team including purpose, role and recognition.	FY 19/20 Q1	Not Started
People Development	Athletes (participation)	Deliverable: Review current participation and develop a strategy to increase participation and retention of members in sport.	FY 19/20 Q2	Not Started
People Development	Uniforms	Deliverable: Review uniform requirements for officials and the distribution process.	FY 19/20 Q2	In Progress
Event Management	Program of events	Deliverable: Develop and publish programs for whole of season.	FY 19/20 Q1	Complete
Event Management	Planning	Deliverable: Conduct pre- and post-season planning meetings and reviews with each panel / working group for each discipline.	FY 19/20 Q4	Not Started
Event Management	Marshalling	Deliverable: Improve the marshalling process and tools for support.	FY 18/19 Q2	In Progress
Event Management	Program of events	Deliverable: Review options to modify program formats.	FY 19/20 Q1	Not Started
Event Management	Awards (prizes)	Deliverable: Introduce incentives to increase athlete carnival attendance.	FY 19/20 Q2	Not Started
Event Management	Program of events	Deliverable: Enhance communication with carnival stakeholders including coaches, team managers, athletes, officials and parents.	FY 18/19 Q3	In Progress
Event Management	Awards (prizes)	Deliverable: Review award (prize) process for sourcing, distribution and acknowledgement.	FY 19/20 Q3	In Progress
Event Management	Event set up / pack up	Deliverable: Develop carnival set up and pack up process.	FY 19/20 Q2	In Progress
Event Management	Rosters	Deliverable: Develop an operating personnel management process (officials, water safety etc.).	FY 19/20 Q2	In Progress
Event Management	Marshalling	Deliverable: Develop online tools to assist with the marshalling process.	FY 19/20 Q2	In Progress
Event Management	Results	Deliverable: Develop a results recording process and tools for support.	FY 19/20 Q2	In Progress
Event Management	Entries	Deliverable: Develop a process for entering individual athletes and teams and tools for support.	FY 19/20 Q2	In Progress
Event Management	Eligibility	Deliverable: Develop a process and scope system enhancements to improve the review of awards and pre-requisites.	FY 19/20 Q2	In Progress
Event Management	Program of events	Deliverable: Conduct a review of events included within carnival programs.	FY 19/20 Q4	Not Started
Event Management	Qualifiers	Deliverable: Review and modify the qualifying process	FY 19/20 Q3	In Progress
Event Management	Entries	Deliverable: Review late entries process.	FY 19/20 Q2	Complete
Event Management	Eligibility	Deliverable: Review the membership criteria and pre-requisite awards for participation in pool lifesaving.	FY 18/19 Q4	Not Started
Event Management	Eligibility	Deliverable: Review the membership criteria and pre-requisite awards for participation in beach lifesaving.	FY 19/20 Q4	Not Started
Event Management	Communication	Deliverable: Review Aquatic Sport radio requirements and scope the feasibility of purchasing radios, in parallel with implementation of the new radio network.	FY 19/20 Q2	In Progress

Deliverable Status



Theme	Activity	Deliverables and Milestones	Deliv Due date	Deliverable Status
Financial	Sponsorship	Deliverable: Maintain an active registry of all sponsors with a specific deliverables and relationship history.	FY 18/19 Q4	Not Started
Financial	Grants	Deliverable: Source grants to support strategic projects	FY 19/20 Q4	In Progress
Financial	Fees	Deliverable: Conduct a financial analysis of all carnivals.	FY 19/20 Q2	In Progress
Financial	Sponsorship	Deliverable: Source new sponsors.	FY 19/20 Q4	In Progress
Financial	Sponsorship	Deliverable: Develop sponsorship prospects for local community engagement at carnivals.	FY 19/20 Q2	Not Started
Financial	Equipment hire	Deliverable: Review options for external hire of LSV sports equipment.	FY 18/19 Q2	Not Started
Financial	Fee payments	Deliverable: Develop a solution for carnival entry fee payments considering on the day late entries, swaps and scratchings.	FY 19/20 Q1	In Progress
Financial	Sponsorship	Deliverable: Facilitate sponsor engagement opportunities.	FY 19/20 Q3	Not Started
Reporting & Evaluation	AS Executive	Deliverable: Improve structure, communication and activities of the Aquatic Sport Executive (ASE).	FY 19/20 Q4	In Progress
Reporting & Evaluation	Reporting	Deliverable: Develop a process for providing reports to stakeholders.	FY 18/19 Q4	In Progress
Reporting & Evaluation	AS Council	Deliverable: Deliverable: Improve structure, communication and activities of the Aquatic Sport Council.	FY 19/20 Q4	In Progress
Reporting & Evaluation	Evaluation	Deliverable: Develop an Aquatic Sport strategic plan underpinned by an evaluation plan.	FY 19/20 Q4	In Progress
Reporting & Evaluation	Archives	Deliverable: Develop a process and format to annually provide carnival, state and national championship results for the LSV archives.	FY 19/20 Q4	In Progress
Reporting & Evaluation	Feedback	Deliverable: Develop a process for seeking and providing feedback to stakeholders.	FY 19/20 Q2	In Progress
Marketing & Communication	Communication	Deliverable: Develop a marketing and communications plan to promote link between sport and 'active training'.	FY 19/20 Q2	In Progress
Marketing & Communication	Promotion of sport	Deliverable: Develop a marketing plan to invite and host key stakeholders, e.g. government, council, sponsors etc. at events	FY 19/20 Q2	In Progress
Marketing & Communication	Communication	Deliverable: Develop communication materials on expectations, shared responsibilities and consequences.	FY 19/20 Q1	Complete
Marketing & Communication	Promotion during events	Deliverable: Develop a marketing and promotional plan for single carnival events.	FY 19/20 Q3	In Progress
Marketing & Communication	Communication	Deliverable: Consolidate and develop efficient communication methods including tools to support.	FY 19/20 Q3	In Progress
Marketing & Communication	Promotion of sport	Deliverable: Develop a marketing and promotional plan to promote Sport and the various disciplines	FY 19/20 Q4	In Progress
Safety & Risk Management	Reporting	Deliverable: Develop a process for reporting safety and risk management at Aquatic Sport Executive meetings.	FY 19/20 Q4	In Progress
Safety & Risk Management	Equipment	Deliverable: Develop a process to review and maintain the SAR tubs	FY 19/20 Q2	Complete
Safety & Risk Management	First aid	Deliverable: Ensure process to manage first aid at carnivals is clear and understood.	FY 19/20 Q2	In Progress
Safety & Risk Management	ESOs	Deliverable: Develop an ESO toolkit.	FY 19/20 Q2	In Progress
Safety & Risk Management	ARROs	Deliverable: Develop a process to manage water safety within specific carnival areas.	FY 18/19 Q3	In Progress
Safety & Risk Management	Decision making	Deliverable: Conduct a review into the process for making and communicating safety decisions.	FY 19/20 Q4	In Progress
Safety & Risk Management	Documentation	Deliverable: Conduct a review into the process and tools for managing risk.	FY 19/20 Q2	In Progress
Safety & Risk Management	Technology	Deliverable: Review feasibility of applying technology to safety and risk management.	FY 18/19 Q4	Not Started
Calendar Management	Host clubs	Deliverable: Develop resources and upskill host club volunteers.	FY 19/20 Q2	In Progress
Calendar Management	Venue selection	Deliverable: Develop a club / venue (beach / pool) profile for hosting events.	FY 18/19 Q3	In Progress
Calendar Management	Setting calendar	Deliverable: Consider broader lifesaving areas and activities when developing the AS calendar.	FY 19/20 Q1	In Progress
Calendar Management	Host clubs	Deliverable: Review opportunities to increase financial support for host clubs.	FY 19/20 Q1	In Progress
Calendar Management	Host clubs	Deliverable: Scope feasibility of developing an individual or collaborative (cluster of clubs) club model to manage state carnivals, as opposed to LSV.	FY 19/20 Q4	Not Started
Calendar Management	Setting calendar	Deliverable: Conduct a complete review of host club selection process and associated timelines.	FY 19/20 Q3	In Progress
Calendar Management	Setting calendar	Deliverable: Conduct a review of the number and format of carnivals per season.	FY 19/20 Q4	Not Started
Equipment & Logistics	Equipment	Deliverable: Develop a 'check-in' and 'check-out' process for packing and unpacking trailers, vehicles and area tubs.	FY 18/19 Q2	In Progress
Equipment & Logistics	Equipment	Deliverable: Review opportunities to integrate equipment management into LSV's warehouse supply chain.	FY 19/20 Q4	In Progress
Equipment & Logistics	Logistics	Deliverable: Develop options for transporting and storing equipment.	FY 18/19 Q3	In Progress
Equipment & Logistics	Logistics	Deliverable: Develop options for volunteer assistance in equipment logistics.	FY 18/19 Q3	In Progress
Equipment & Logistics	Logistics	Deliverable: Investigate options for transporting equipment, officials and injured competitors during carnivals, i.e. ATV, truck, ute, etc.	FY 19/20 Q1	In Progress
Equipment & Logistics	Equipment	Deliverable: Review targeted equipment needs.	FY 19/20 Q2	In Progress