



Key Strategic Activity	Review of the responsibilities of club administrators			
Link to Strategic Pillar	Participating			
Link to Strategic Priority	Club Capacity			
Link to Strategic Goal/s	A vibrant, satisfied and engaged volunteer network which underpin clubs which are empowered to better meet their members' needs and expectations			
RACI	Responsible – Who? SOCF	Accountable – Approval? HFD	Consulted Member Zones, Advisory Groups	Informed
Outline of Strategic Activity What is the principal purpose?	Engage a consultant to conduct a comprehensive review of administration responsibilities of community clubs within each member zone. This review would focus on the identification of duplication, best practice, inefficiencies and provide a report including recommendations for each Member Zone to consider how to implement more efficient and effective administration processes.			
Desired outcome/s aligned to Goal	An engaged and satisfied volunteer network that meets their members' needs and expectations			



Prioritisation assessment matrix

Measure	Urgency	Potential Impact	Success	Resources	Stakeholder readiness	Integration	Total Points
Definition	<i>Is this a priority activity which needs to be implemented?</i>	<i>Is it likely that the implementation of this activity will have a significant impact on one or more specific challenges?</i>	<i>Do you have reason to believe that the activity will be a success?</i>	<i>Are resources (funds, staff, expertise) readily available to implement the activity?</i>	<i>Will this activity be supported by relevant stakeholders? Is there momentum to move this initiative forward?</i>	<i>Is there opportunity for collaboration and/or opportunity to build on existing initiatives?</i>	
Rate 1 to 3 (3 is the highest)	2	2	2	2	2	3	13