



ICE SKATING AUSTRALIA INC
(ISA)

Annual Operational Plan

1st January 2024-31st December 2024

ORGANISATIONAL DEVELOPMENT

Governance, Operational and Financial Viability

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Ensure organization is operating to all requirements of the Associations Incorporations Act	Review requirements of the Associations Incorporations Act	Board	ongoing	Organization meets the requirements of the Associations Incorporations Act	Q1. Q2. Q3. Q4
Compliance with the requirements of ASIC regarding changes – including change of Board Members, Constitution and change of registered office.	Lodgement of relevant documentation to ASIC - refer ISA Post AGM Notification requirements protocol.	Secretary	As and when required	Organization meets the requirements of ASIC	Q1. Q2. Q3. Q4.
Compliance with the requirements of the ACT Government (Access Canberra)	Lodgement of relevant documentation to Access Canberra – refer ISA Post AGM Notification Protocol.	Secretary	As and when required	Organization meets the requirements of Access Canberra	Q1. Q2. Q3. Q4.
Compliance with requirements of the Australian Sports Commission (ASC)	Lodgement of President's Report and Financial Statements to ASC	Secretary	31 May 2024	Organization maintains the requirements of the ASC to retain status as a recognized Non-National Sporting Association	Q1. Q2. Q3 Q4
Quarterly reporting on outcomes of Operational Plan	Operational Plan updated quarterly	Secretary	ongoing	2021/2022 Operational Plan current and a living document	Q1. Q2. Q3. Q4.
Completion of ISU Development Funding acquittals	Relevant acquittals completed	Standing Committee Committees and Board	ongoing	ISU Funding acquitted and funding received	Q1. Q2. Q3. Q4.
Completion of Sports Foundation acquittals	Relevant acquittal completed	President	ongoing	Relevant grant acquittals submitted (e.g. The Morgan Innes Foundation Grant).	Q1. Q2. Q3. Q4.

ORGANISATIONAL DEVELOPMENT

Planning & Policies

<i>Strategic Priority</i>	<i>Action</i>	<i>Responsibility</i>	<i>Timeframe</i>	<i>Performance Targets</i>	<i>Status</i>
Maintain and promote Australia's interest at an International level	Delegates attend the 2024 ISU Congress	ISA Board & Delegates.	30 June 2024	Delegates attend ISU Congress Delegates provide a written report to ISA Board	Q1. Q2. Q3. Q4.
National Integrity Framework (NIF) policies are current	Review of current NIF Policies	Appointed Committee	ongoing	Review current policy Disseminate all NIF Policies to all stakeholders.	Q1. Q2. Q3. Q4.
Review of the Code of Ethics and Behaviour and Social Media Code of Conduct	Code of Ethics and Behaviour and Social Media Code of Conduct reviewed.	Appointed Board Member	ongoing	Code of Ethics and Behaviour review and amended if necessary.	Q1. Q2. Q3. Q4.

ORGANISATIONAL DEVELOPMENT

Communication, Technology & Business Systems

<i>Strategic Priority</i>	<i>Action</i>	<i>Responsibility</i>	<i>Timeframe</i>	<i>Performance Targets</i>	<i>Status</i>
Maintenance of website and social media	Website & social media updated	Webmaster	ongoing	Website current and relevant	Q1. Q2. Q3. Q4.
Communication with members	Dissemination of information to membership	Administrator	ongoing	Information is passed on in a timely manner to all members	Q1. Q2. Q3. Q4.

SINGLE & PAIR SKATING AND ICE DANCE

Management & Policies

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Release of policy ISA-03, International Championship Selection Policy (Singles Pairs & Dance) for the 2024//2025 season	Review and any necessary updates or amendments made to the policy ISA-03, International Championship Policy (Singles, Dance & Pairs). Reviewed policy submitted to the ISA Board for approval.	HP Committee	Deadline 30 th June 2024	Policy ISA-03 International Championship Selection Policy (Singles, Pairs & Dance) reviewed, approved by ISA Board and published on the ISA website.	Q1. Q2. Q3. Q4.
Release of policy ISA-04, Funding and Incentive Policy for the 2024/2025 season.	Review and any necessary updates or amendments made to the policy ISA- 04, Funding and Incentive Policy. Reviewed policy submitted to the ISA Board for approval.	HP Committee	Deadline 30 th June 2024	Policy ISA-04 Funding and Incentive Policy, reviewed, approved by ISA Board and published on the ISA website.	Q1. Q2. Q3. Q4.
Release of policy ISA-05, International Pool Qualification Policy (Junior & Senior) for the 2024/2025 season.	Review and any necessary updates or amendments made to the policy ISA- 05, International Pool Qualification Policy (Junior & Senior). Reviewed policy submitted to the ISA Board for approval.	HP Committee	Deadline 30 th June 2024	Policy ISA-05, International Benchmark Policy (Junior & Senior) reviewed, approved by ISA Board and published on the ISA website.	Q1. Q2. Q3. Q4.
Review of the policy ISA-06, International Selection Policy, for the 2024/2025 season	Review and any necessary updates or amendments made to the policy ISA-06 International Selection Policy. Reviewed policy submitted to the ISA Board for approval.	High Performance (HP) Committee & Athlete Development (AD) Committee	Deadline 30 th June 2024	Reviewed policy ISA-06, International Selection Policy, approved by ISA Board and published on the ISA website.	Q1. Q2. Q3 Q4.
Review of the policy ISA-07, International Pool Qualification Policy, (Basic Novice, Intermediate & Advanced Novice) for the 2024/2025 season	Review and any necessary updates or amendments made to policy ISA-07 International Pool Qualification Policy. Reviewed policy submitted to the ISA Board for approval.	HP Committee & AD Committee	Deadline 30 th June 2024	Reviewed policy ISA-07, International Selection Policy, approved by ISA Board and published on the ISA website.	Q1. Q2. Q3. Q4.
Review of the policy ISA-08, Seasons Ranking Policy, for the 2024/2025 season	Review and any necessary updates or amendments made to policy ISA-08 Seasons Ranking Policy. Reviewed policy submitted to the ISA Board for approval.	HP Committee & AD Committee	Deadline 30 th June 2024	Reviewed policy ISA-08, Seasons Ranking Policy, approved by ISA Board and published on the ISA website.	Q1. Q2. Q3. Q4.
Review of the policy ISA-09, National Squad Selection Policy, for the 2024/2025 season	Review and any necessary updates or amendments made to policy ISA-09 National Squad Selection Policy. Reviewed policy submitted to the ISA Board for approval.	HP Committee & AD Committee	Deadline 30 th June 2024	Reviewed policy ISA-09, National Squad Selection Policy, approved by ISA Board and published on the ISA website.	Q1. Q2. Q3. Q4.
Review of the policy ISA-10, Uniform Policy, for the 2024/2025 season	Review and any necessary updates or amendments made to policy ISA-10 Uniform Policy. Reviewed policy submitted to	HP Committee	Deadline 30 th June 2024	Reviewed policy ISA-010, Uniform Policy, approved by ISA Board and published on the ISA website.	Q1. Q2. Q3. Q4.

	the ISA Board for approval.				
Review of the policy ISA-11, Exceptional Circumstances Policy for the 2024/2025 season	Review and any necessary updates or amendments made to policy ISA-11 Exceptional Circumstances Policy. Reviewed policy submitted to the ISA Board for approval.	HP Committee	Deadline 30 th June 2024	Reviewed policy ISA-011, Exceptional Circumstances Policy, approved by ISA Board and published on the ISA Website.	Q1. Q2. Q3 Q4
Review of policy ISA-13, ISA Winter Youth Olympic Games (WYOG) Policy	Review and any necessary updates or amendments made to the ISA WYOG Policy ISA-13. Reviewed policy submitted to the ISA Board for approval.	AD Committee	Deadline 30 th June 2024	Reviewed policy ISA-013, ISA Winter Youth Olympic Games Policy approved by ISA Board and published on the ISA website.	Q1. Q2. Q3. Q4.

SINGLE & PAIR SKATING AND ICE DANCE

Athlete Development

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Establishment of a Winter Youth Olympic Games Squad (WYOG Squad) in accordance with policy ISA-13, ISA WYOG Policy.	Identification of age eligible WYOG athletes and their eligibility for the WYOG squad according to the requirements of ISA Policy – ISA-13, ISA WYOG Policy.	AD Committee	End of 2024 AFSC	2028 WYOG age eligible athletes identified and formally advised. 20248 WYOG Squad announced.	Q1. Q2. Q3. Q4.
Liaison with Coaches & athletes regarding current rules and regulations	Dissemination of current information and knowledge regarding new and updated technical and competition requirements	HP Committee & AD Committee	ongoing	Coaches & athletes up to date with latest technical and competition requirements.	Q1. Q2. Q3. Q4.
Increased participation in International Competitions and Championships	Encouraging increased participation in International Competitions and Championships	HP Committee & AD Committee	ongoing	ISA sends athletes to all of the Competitions or Championships to which they are invited during the 2024/2025 season.	Q1. Q2. Q3 Q4

SYNCHRONIZED SKATING

Management and Policies

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Nomination Criteria for International ISU Championships & Competitions (Policy Number SS19-05P)	Review and updating of policy – including review of benchmark scores	Synchronized Skating Committee	May 2024	Revised Nomination Criteria for International ISU Championships & Competitions approved by Board and published on website	Q1. Q2. Q3. Q4.
Review of all other policies pertaining to Synchronized skating	All Policies reviewed and amended if necessary. Revised policies submitted to the ISA Board for approval.	Synchronized Skating Committee	May 2024	Reviewed Policies published on website	Q1. Q2. Q3. Q4.
National Registration of SyS Teams	Forms available and automatically sent to the relevant State for approval	Synchronized Skating Committee And State Associations	May 2024	Registration completed and list of teams published on the website	Q1. Q2. Q3. Q4.
Review of all forms pertaining to Synchronized Skating	Forms reviewed and amended if necessary	Synchronized Skating Committee	May 2024	Forms published on the website	Q1. Q2. Q3. Q4.
Summary of Elements for the 2024/2025 Season	Update the table of elements	Synchronized Skating Committee	Start of 2024/2025 Season	Published on the website	Q1. Q2. Q3. Q4.
Preliminary Entries for International Competitions	Preliminary Entries done based on nominations received from teams	Synchronized Skating Committee	When due, during 2024/2025 Season.	Preliminary entries made	Q1. Q2. Q3. Q4.
Athlete Agreement for Synchronized Teams going to International Competitions	Amend current ISA Athlete Agreement for SyS	Synchronized Skating Committee	July 2024 to August 2024	SyS Athlete Agreement available for teams	Q1. Q2. Q3. Q4.
Foreign Skater applications to relevant ISU Member Federations for clearance	Process applications and apply to relevant ISU Member Federations	Synchronized Skating Committee	August 2024 to September 2024	All clearances approved and received	Q1. Q2. Q3. Q4.
Trophy Agreements 2023	Ensure that all teams who signed the 2023 Trophy Agreement have confirmed they will return the trophy to the 2024 AFSC LOC.	Synchronized Skating Committee	November 2024	Trophies returned to the 2024 AFSC LOC.	Q1. Q2. Q3. Q4.
Trophy Agreements 2024	Ensure a representative of each AFSC Team signs the agreement.	Synchronized Skating Committee.	December 2024	All agreements signed.	Q1. Q2. Q3. Q4.
Trophy Agreements 2024	Ensure that all teams who signed the 2024 Trophy Agreement have confirmed they will return the trophy to the 2025 AFSC LOC.	Synchronized Skating Committee.	December 2024	Trophies returned to the 2025 AFSC LOC.	

SYNCHRONIZED SKATING

Athlete Development

<i>Strategic Priority</i>	<i>Action</i>	<i>Responsibility</i>	<i>Timeframe</i>	<i>Performance Targets</i>	<i>Status</i>
Liaison with Coaches & athletes regarding current rules and regulations	Dissemination of current information and knowledge regarding new and updated technical and competition requirements	SYS Committee	ongoing	Coaches & athletes up to date with latest technical and competition requirements.	Q1. Q2. Q3. Q4
Increased participation in International Competitions and Championships	Encouraging increased participation in International Competitions and Championships	SYS Committee	ongoing	ISA sends athletes to all of the Competitions or Championships to which they are invited during the 2024.2025 season.	Q1. Q2. Q3. Q4
Development Camps	Assistance with Development Camps when required.	SYS Committee	ongoing	Development Camps held.	Q1. Q2. Q3. Q4.

JUDGING & OFFICIALS

Planning & Policies

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Presentation of the National Judging & Technical Panels to the 2024 ISA AGM	Compilation of the Judging & Technical panels including promotions from the 2023 AFSC.	Judging & Officials (J & O) Committee	2024 ISA AGM	Approval of National Judging & Technical Panels at the 2024 ISA AGM.	Q1. Q2. Q3. Q4.
Representation by Australian Officials at the ISA Frankfurt examinations	Identification and nomination of candidates to the ISU examinations	J & O Committee	June 2024	Acceptance of nominees by the ISU and the attendance of the nominees at the examinations.	Q1. Q2. Q3. Q4.

JUDGING & OFFICIALS

Officials Development

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Recruitment and retention of Judges & Technical Officials	Development pathway for Judges & Technical Officials with an active Mentoring program	J & O Committee	ongoing	Development pathway reviewed and mentoring program operational.	Q1. Q2. Q3 Q4
Development of Judges & Technical Officials	Review of online training modules for Judging & Technical Officials	J & O Committee	ongoing	Online development opportunities available for Judging & Technical Officials	Q1. Q2. Q3. Q4
Development opportunities for Judges & Technical Officials	Provision of opportunities at the 2024 AFSC for Judges & Technical Officials to gain experience and progress on the development pathway.	J & O Committee	2024 AFSC	Judges & Officials have the opportunity for further development and promotion.	Q1. Q2 Q3 Q4
Nomination of Judges to International Competitions and Championships	Allocation of suitably qualified Judges to ISU events.	J & O Committee	As required.	Judges nominated to ISU International Competitions and Championships.	Q1. Q2. Q3. Q4.

TECHNICAL REGULATIONS

Planning & Policies

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Currency of ISA Rules	Monitoring of ISA Rules to ensure that they are current and in line with any applicable ISU Rule changes.	Technical Regulations (TR) Committee	ongoing	ISA Rules are current and reflect the ISU rules.	Q1. Q2. Q3. Q4.
Drafting of ISA Communications as requested by the Board.	Communications drafted and submitted to the Board for approval.	TR Committee	ongoing	ISA Communications are issued in a timely manner.	Q1. Q2. Q3. Q4.
Dissemination of information and responding to stakeholders enquiries regarding rules and requirements	Assistance with stakeholder enquiries.	TR Committee	ongoing	Enquiries by stakeholders are replied to in a timely manner.	Q1. Q2. Q3. Q4.
2024 Australian Figure Skating Championships (AFSC) schedule	Compilation and delivery of the 2024 AFSC draft schedule to the LOC and the Board	TR Committee	31 st July 2024	Publication of the 2021 AFSC draft schedule.	Q1. Q2. Q3. Q4.

Coaches

Planning & Policies

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Establishment of a section of the ISA By-Laws to cover the working relationship between Coaches and ISA.	Drafting of by-laws covering the working relationships between Coaches and ISA.	Coaches (Co) Committee	December 2024	New section of the ISA By-Laws covering the working relationship between ISA and Coaches.	Q1. Q2. Q3. Q4.
Establishment of a protocol for eligibility of a Coach to be barrier side with an athlete at ISA sanctioned events and at International events.	Drafting of a protocol for eligibility of a Coach to be barrier side with an athlete at ISA sanctioned events and at International events and submission of this protocol to the Board for approval.	Co Committee	September 2024	Protocol approved by the Board, published and circulated to stakeholders.	Q1. Q2. Q3. Q4.
National Protocol for submission of ISA Test Applications.	National Protocol developed and submitted to the ISA Board for approval.	Co Committee	September 2024	National protocol approved by the Board, published and circulated to all stakeholders.	Q1. Q2. Q3. Q4.
National Protocol for submission of Competition entries.	National Protocol developed and submitted to the ISA Board for approval.	Co Committee	September 2024	National protocol approved by the Board, published and circulated to all stakeholders.	Q1. Q2. Q3. Q4.

Strategic Priority	Action	Responsibility	Timeframe	Performance Targets	Status
Liaison with the Australian Professional Skaters Association (APSA) to review the current Coach training required to achieve the Level 0 Coach qualification.	Discussion with APSA be initiated with a view to the review of the Level 0 Coaching course content as well as a set time and number for the delivery of Level 0 and Level 1 courses during the calendar year.	Co Committee	ongoing	Co-operation between the Co Committee and APSA resulting in revised content of the Level 0 Coaching course.	Q1. Q2. Q3. Q4.
Liaison with APSA to review the possibility of revised discipline specific Coaching accreditation.	Discussion with APSA be initiated	Co Committee	ongoing	Revised discipline specific Coaching accreditation available in Australia	Q1. Q2. Q3. Q4.
Compilation of a comprehensive database of all Australian coaches to facilitate effective communication.	Establishment of a comprehensive database	Co Committee	ongoing	Comprehensive database of all Australian coaches established and effective communication achieved.	Q1. Q2. Q3. Q4.
Coaches discussion group established.	Closed Facebook group for coaches established as an additional line of communication.	Co Committee	ongoing	Closed Facebook group operational	Q1. Q2. Q3. Q4.