

1. Population Growth

1.1 Increase the supply of affordable housing.

1.1.2 A strategy and action plan that identifies affordable housing options.	
1.1.2.2 Scope incentives for new housing.	
1st Quarter	
Manager: Robyn Cox Date: 24th September 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
No work undertaken this quarter.	Do not understand this project.
Work to Complete	Response
	Need a project brief.
3rd Quarter	
Manager: Robyn Cox Date: 14th January 2019 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Local Provisions Schedule (LPS) Zoning completed.	Incentives for new housing are provided in the LPS but cannot address market failure elements such as financing and rental yield. The scope of work is land use planning and this is completed.
Work to Complete	Response
Completion of LPS for submission.	

1.1.2 A strategy and action plan that identifies affordable housing options.	
1.1.2.3 Retain and maintain existing Council housing at an appropriate standard as part of a sustainable recruitment and retention strategy and invest proceeds from previous housing sales into future housing requirements.	
1st Quarter	
Manager: Jacci Viney Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Improved building maintenance program, including Council houses, included in 2018 adopted Budget.	
Work to Complete	Response
Implement actions.	
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Council buildings maintained as per budget allocations which have been set for current financial year.	
Work to Complete	Response

1.1.2 A strategy and action plan that identifies affordable housing options.	
1.1.2.1 On completion of State Government's Housing Needs Analysis Report, partner with key stakeholders to scope report's recommendations.	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
State's report is not yet complete.	
Work to Complete	Response
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Rudimentary recommendations in report do not require any follow up actions at this stage.	
Work to Complete	Response

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1.2.1 Services and activities for young people that also aim to attract and retain young families to the Islands.	
1.2.1.1 Deliver Flinders Council School Holiday Program in partnership with the Flinders Island Aboriginal Association Inc. (FIAAI) and the school for the young people on Flinders and Cape Barren Islands.	
1st Quarter	
Manager: Daniel Pitcher Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
<p>Delivered the Winter School Holiday Program. The program included the following activities: NAIDOC week flag raising ceremony at FIAAI. Organised transport for 16 kids. Games Day, 29 attended. Roller Blading, 37 attended. Movie, 54 attended. Amazing Race, 29 attended. Football clinic, 41 attended. Which is a grand total of 206 attendees over the 6 activities.</p> <p>Started planning for the Spring School Holidays.</p>	
Work to Complete	Response
<p>Deliver the Spring School Holiday Program. Start preparing for the Summer School Holidays.</p>	
2nd Quarter	
Manager: Daniel Pitcher Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
<p>Delivered the Spring School Holiday Program.</p> <ul style="list-style-type: none"> - Movie Day, 28 attended - Kite making and flying, 40 attended - Commando Course and Team Building, 44 attended - Show Entries, 25 attended - FIAAI Chef Mentoring, Council provided transport from Whitemark to Lady Barron for 6 attendees. <p>Council's Environmental Health Officer held a safe food handling seminar on the first day. Attendees that passed the course received a Food Handler's Certificate.</p> <p>The relationship between Council and FIAAI has strengthened over the last year. The appointment of a FIAAI Youth Engagement Officer has led to a more collaborative approach to the School Holiday Program.</p> <p>Staff have requalified for the surf bronze medallion and commenced planning for the upcoming summer program.</p>	<p>Due to the later than usual bronze medallion requalification in mid-December, the paperwork required by Surf Australia has not yet been finalised. This delay means that the Surf Coaches will not receive their certification until mid-January, delaying the planned Surf School.</p>
Work to Complete	Response
<p>Deliver the Summer School Holiday Program.</p>	<p>We will aim for a strong finish to the summer with 3-4 days of surfing in the second half of January.</p> <p>Staff will meet with Surf Lifesaving Tasmania in the near future and explain the need for earlier requalification. This year they delayed their visit to the Island to coincide with MAST.</p>

1.2.2 An islands specific population growth strategy.	
1.2.2.1 Lobby State Government to secure veterinary services for the Furneaux Group to support population growth.	
1st Quarter	
Manager: Jacci Viney Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Letter sent to Minister Sarah Courtney.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Veterinarian submission made to 2019/20 state budget process.	
Work to Complete	Response

1.2.3 Study the existing constraints to increasing the level of the locally based population.	
1.2.3.1 Complete Flinders Business Economic and Social Structural Review Project.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Consultants FTI Consulting have undertaken a raft of data collection. There has also been indepth discussions with strategic agencies that service the Flinders Municipality with a view to ascertaining the nature of their operations and constraints and what, if any, community support is provided within their operations. Draft community survey has been prepared and finalised following discussions with a variety of community stakeholders.	
Work to Complete	Response
Distribute Community Survey and collate responses. Prepare and finalise Report	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Consultants FTI Consulting have continued to undertake a raft of data collection and consultation with key agencies. Community survey finalised and implemented. Preparation of draft final report has commenced.	
Work to Complete	Response
Finalise and present final report.	

1. Population Growth
1.3 Value-add to local commodities.

1.3.1 Opportunities for value-adding of local commodities are identified and promoted.	
1.3.1.1 Work in conjunction with FITBI on applicable actions as part of their Priority 3 Destination Action Plan Goal "to improve visitor access to services, experiences and produce to meet demand".	
This project is closed	
1st Quarter	
Manager: Daniel Pitcher Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
All further reporting will be under section 1.4.5.1.	
Work to Complete	Response

1.3.2 Support the growth of local sustainable fishing and aquaculture enterprises.	
1.3.2.1 Monitor and respond to opportunities to have input into the growth or creation of environmentally sustainable fishing and aquaculture industries.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
No opportunities presented.	Time and resources to put towards this project are likely to be limited.
Work to Complete	Response
	Review situation.
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No opportunities presented.	Time and resource constraints and the need to work with a variety of stakeholders.
Work to Complete	Response
Through time priorities and resource constraints, not expected to be able to advance this project.	Address in 2019/20 Annual Business Plan.

1.3.3 Promote Flinders Island as a high quality food producing region with a clean, green image.	
1.3.3.1 Provide support for events and activities that promote Flinders Island produce including the Furneaux Islands Festival.	
1st Quarter	
Manager: Stacey Wheatley Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Waive fees for the Lions Club to hold their quarterly market at the Showgrounds. Begun preparations for the upcoming market day at the Furneaux Islands Festival.	
Work to Complete	Response
Completing registrations and stall requirements for the Festival. Contact growers to secure local produce for the visiting chefs to showcase at the community BBQ. Waive fees for the Lions Club market.	
2nd Quarter	
Manager: Stacey Wheatley Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Local produce will be used and promoted during the Furneaux Islands Festival at all events. 31 stall holders have registered for the Market Day, some of which will be selling local produce. Meat orders will be redirected through the butcher shop where possible now that it has reopened.	Local produce will have to be carefully managed with the current fruit fly outbreak.
Work to Complete	Response
Deliver the Furneaux Islands Festival.	Ensure that all quarantine restrictions are adhered to.

1.3.4 Productive and sustainable agricultural sector.	
1.3.4.1 Consider opportunities on request to assist the agricultural sector.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No requests received.	
Work to Complete	Response
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No requests received.	
Work to Complete	Response

1.3.4 Productive and sustainable agricultural sector.	
1.3.4.2 Trial roadside Parramatta Grass treatment.	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Organised to trial spray of Parramatta grass on Lackrana Road.	
Work to Complete	Response
Spraying a trial area on each side of Lackrana Road.	
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Discussions with land owners, Roberts' Manager and spraying contractor. It has been determined that the most productive time for spraying will be February or March.	
Work to Complete	Response
Spraying a trial area on each side of Lackrana Road.	

1.3.5 A strong Flinders Island Brand that underpins growth and development of local commodities.	
1.3.5.1 Work with FITBI to add to actions that facilitate the delivery of the Flinders Marketing Strategy 2016 - 2020.	
This project is closed	
1st Quarter	
Manager: Daniel Pitcher Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
All further reports will be in section 1.4.5.1	
Work to Complete	Response

1. Population Growth

1.4 Foster and support entrepreneurial activity.

1.4.1 Streamlined and customer focused development application and assessment processes, including pre-lodgement information and advisory services.	
1.4.1.1 Review current pre-lodgement information and advisory services and initiate improvements that improve the overall quality and sustainability of developments.	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Despite not being in the role this quarter, information has been drafted on the Development Enquiry 001 form, clearance of vegetation and installing solar panels. This information has been disseminated through Island News and Community facebook page with the intent to expand the depth of information available to the public and improve understanding of development process and requirements/exemptions.	
Work to Complete	Response
The process of identifying random information and compiling information sheets will continue but will not be part of consolidated workplan until Local Provisions Schedule (LPS) has been submitted probably in 3rd quarter.	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Pre-lodgement planning information has continued to be provided on request. Consolidated approach to streamlining pre lodgement process to occur after Local Provisions Schedule (LPS) is submitted. Building forum scheduled to determine what information is required and/or needs to be improved.	
Work to Complete	Response
LPS submission.	

1.4.1 Streamlined and customer focused development application and assessment processes, including pre-lodgement information and advisory services.	
1.4.1.2 Review current planning and development process with stakeholders and initiate improvements.	
1st Quarter	
Manager: Robyn Cox Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Commenced new role at end of this quarter so no review to report.	
Work to Complete	Response
Unlikely to be conducting a review in this quarter due to finalising Local Provision Schedule submission.	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Work to Complete	Response
Finalising Local Provisions Schedule submission.	

1.4.2 Build local entrepreneurial capability.	
1.4.2.1 Work with Flinders Island Business Inc. (FIBI) and other stakeholders to develop a partnership that links, supports and empowers community economic developments with other Flinders organisations.	
1st Quarter	
Manager: Daniel Pitcher Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Assisted Sports Club with their grant application for upgrades to the club house and additional infrastructure.	
Work to Complete	Response
2nd Quarter	
Manager: Daniel Pitcher Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Worked closely with the Destination Action Plan (DAP) Committee on several projects including: Safe Harbour; Mobile Cafe; Short Walks; and food availability. All of these projects are progressing well with many community members volunteering their time to research models sustainable for Flinders Island.	
Work to Complete	Response
Continue with the DAP and liaise with the Van Diemen Project regarding their upcoming business boot camp.	

1.4.4 Employment opportunities are enhanced through development of projects and initiatives with education service providers and employers.	
1.4.4.1 Facilitate and support education and training initiatives.	
1st Quarter	
Manager: Daniel Pitcher Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Assisted School on transition program. Assisted St John's first aid training on the Island for the general public. In conjunction with Hydro, promoted and assisted with Zero Harm Training being delivered to the Community. Promote visits to the Island by the Van Diemen Project.	Flagged with the Van Diemen Project that the planned Business Boot-camp is not scheduled for a time when people are going to be freely available.
Work to Complete	Response
Look for any new training opportunities that would suit the Island. Assist Van Deiman project in the delivery of their Business Boot-camp.	Liaise with Van Diemen Project and change the Boot-camp to May onward some time.
2nd Quarter	
Manager: Daniel Pitcher Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Hosted the requalification for surf bronze medallion course, a total of 6 people attended and qualified. As part of the School Holiday Program, Council's Environmental Health Officer conducted training in safe food handling for attendees.	
Work to Complete	Response
No training initiatives have been identified for the next quarter due to resources being spread thinly with current demands.	

1.4.5 Tourism and development is promoted through a focus on high quality food production, niche enterprises and clean, green image and sustainable farming practices associated with Flinders Island.

1.4.5.1 Through association with Flinders Island Business Inc. (FIBI), support the delivery of the Flinders Island Destination Action Plan 2017-2020. Other DAP actions will be referred to this point.

1st Quarter

Manager: Daniel Pitcher **Date:** 15th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
Adopted the new DAP. Restructured how the DAP will work on projects. DAP group members will become project leaders, they will then form a project working group from the Community to work on a particular project. Terms of reference and a reporting platform have been adopted to monitor progress. Current projects are as follows: Visitor information Road kill Flinders Trails (not The Flinders Trail) Safe Harbour Cafe in the North - revisited as a mobile set up Wombat Interpretation Center - Put on hold until an appropriate site is found.	
Work to Complete	Response
A tourist Map/Guide to sanctioned walks and bike trails. Road kill community education program. Explore the use of Shu Roo's and similar devices to aid in minimising road kill. Investigate better avenues for visitor information.	

2nd Quarter

Manager: Daniel Pitcher **Date:** 15th December 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
Worked closely with DAP on several projects including: Safe Harbour; Mobile Cafe; Short Walks; and food availability. All of these projects are progressing well with many community members volunteering their time to research models sustainable for Flinders Island.	
Work to Complete	Response
Continue working with the DAP Committee with a priority on the food availability survey.	

1.4.6 A place based strategy developed around housing, living and niche non grazing types of primary production and lifestyle development.	
1.4.6.1 Finalise the development of a place based strategy as part of delivery of new Local Provisions Schedule (LPS).	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Working on Local Provisions Schedule Zoning and Codes.	
Work to Complete	Response
Preparing Zone lists and maps and supporting report to justify decision matrix.	

1.4.6 A place based strategy developed around housing, living and niche non grazing types of primary production and lifestyle development.	
1.4.6.1 Develop a place based strategy as part of delivery of new planning scheme.	
This project is closed	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Task is complete: strategy work to identify areas to include a range of activities for economic development and a range of lot sizes to diversify land use has been translated to zoning decisions for the Local Provisions Schedule.	
Work to Complete	Response

1.4.6 A place based strategy developed around housing, living and niche non grazing types of primary production and lifestyle development.	
1.4.6.1 Finalise the development of a place based strategy as part of delivery of new Local Provisions Schedule (LPS).	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Zone maps complete. Supporting Report explanation of Zones complete.	
Work to Complete	Response
Task complete.	

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1.5 A Planning Scheme that facilitates population growth.

1.5.1 Planning Scheme provides facilitating environment for population growth.	
1.5.1.1 Facilitate clusters of economic activity and a range of lot sizes for residential use including multiple dwellings.	
This project is closed	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Local Provisions Schedule (LPS) decision rules encompass a range of lot sizes that are consistent with Guideline No.1 which is the directive from the State for determining zoning.	
Work to Complete	Response
Justifying the decisions for smaller lot sizes in the Supporting Report that accompanies the LPS for assessment.	
This project is closed	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Justifications complete.	
Work to Complete	Response
Task Complete.	
1.5.1 Planning Scheme provides facilitating environment for population growth.	
1.5.1.2 Complete review of Regional Land Use Strategy (RLUS).	
This project is closed	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Completed review of the RLUS and set out how each relevant policy is reflected in the Local Provisions Schedule.	
Work to Complete	Response
This work is complete.	

1.5.1 Planning Scheme provides facilitating environment for population growth.	
1.5.1.2 Complete review of Regional Land Use Strategy.	
This project is closed	
3rd Quarter	
Manager: Robyn Cox Date: 14th January 2019 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Review complete.	
Work to Complete	Response
Task complete.	

1.5.1 Planning Scheme provides facilitating environment for population growth.	
1.5.1.3 Review State Policies.	
This project is closed	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Have completed a review of State Policies and have incorporated into the Supporting Report how each policy is reflected in the Local Provisions Schedule	
Work to Complete	Response
This work is complete	

1.5.1 Planning Scheme provides facilitating environment for population growth.	
1.5.1.4 Prepare documentation required for submission of scheme.	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Commenced the Supporting Report for the Local Provisions Schedule.	No
Work to Complete	Response
Continuing the Supporting Report.	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Ongoing	
Work to Complete	Response
Completion of Supporting Report.	

1.5.1 Planning Scheme provides facilitating environment for population growth.	
1.5.1.5 Finalise Whitemark Structure Plan.	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Whitemark Structure Plan is dependent on the completion of the Flood Study which remains outstanding.	
Work to Complete	Response
Planning to incorporate the Whitemark Structure Plan into the Local Provisions Schedule and the Supporting Report (dependent on receipt of flood study).	
3rd Quarter	
Manager: Robyn Cox Date: 14th January 2019 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Completed zoning for Whitemark.	Whitemark Structure Plan unlikely to be completed by consultants prior to submission of Local Provisions Schedule.
Work to Complete	Response
Parking precinct plan (so that application of the Parking Code is not mandatory).	

1.5.1 Planning Scheme provides facilitating environment for population growth.	
1.5.1.6 Scope of works for Lady Barron Structure Plan defined and project implemented to facilitate a coordinated approach to best practice community economic development.	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Have conducted community consultation in Lady Barron which confirmed zoning proposal.	
Work to Complete	Response
Lady Barron Local Provisions Schedule elements to be completed and justified in Supporting Report.	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Waiting on consultants to commence Whitemark Structure Plan. Lady Barron will follow.	
Work to Complete	Response
Unlikely that any work will commence in next quarter.	

2. Infrastructure and Services

2.1 Plan, deliver and operate community infrastructure to provide levels of service that align with community needs and demand.

2.1.1 Recreational and community facilities upgraded as recommended by the Recreational and Community Facilities Assessment and Infrastructure Plan.	
2.1.1.1 Review progress of Lady Barron Gym.	
This project is closed	
1st Quarter	
Manager: Daniel Pitcher Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The gym is fully operational, all works have been completed.	
Work to Complete	Response

2.1.1 Recreational and community facilities upgraded as recommended by the Recreational and Community Facilities Assessment and Infrastructure Plan.	
2.1.1.2 Consolidate operational model and operate Whitemark Community Gym.	
1st Quarter	
Manager: Daniel Pitcher Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Whitemark gym is fully operational and is being used by a large number of community members.	
Work to Complete	Response
Due to David Heap no longer working for the Council, we will look into other options available for our induction process.	
2nd Quarter	
Manager: Daniel Pitcher Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Physical Health Worker David Heap has continued to complete inductions when required. The Special Committee has advertised for new committee members and looks forward to finalising appointments in the New Year. The Committee has organised a raffle and will be holding a stall at the Festival Market Day in January to raise funds to purchase new and maintain old equipment.	
Work to Complete	Response
Organising equipment maintenance and repair.	

2.1.1 Recreational and community facilities upgraded as recommended by the Recreational and Community Facilities Assessment and Infrastructure Plan.	
2.1.1.3 Continue to assist in the implementation of the master plan in line with the business case for the Flinders Sports and RSL Club site.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
General Manager met with representatives of the Sports Club Development Subcommittee to discuss potential progress. The Club has now finalised and endorsed a refined master plan for the main club room area which includes a revised road layout and parking area to allow for strategic development of a range of facilities including swimming, recreational, gym, playground and development of the clubhouse. This was primarily done to facilitate the development of a tennis/netball court which has been funded by the State Government. Additional preliminary discussions concerning potential residential development of areas immediately adjacent to the Whitemark Township. Letter of support also provided to club for a potential grant opportunity. Refer 1.4.2.1	
Work to Complete	Response
Further assist Sports Club with any follow up actions. Include these scenarios in future planning scheme considerations.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Assisted Sports Club with respect to constructing a new Netball / Tennis Court.	
Work to Complete	Response
Further assist Sports Club with any follow up actions. Include these scenarios in future planning scheme considerations.	

2.1.1 Recreational and community facilities upgraded as recommended by the Recreational and Community Facilities Assessment and Infrastructure Plan.	
2.1.1.4 Investigate remodeling of the kitchen in the Flinders Arts and Entertainment Centre (FAEC).	
1st Quarter	
Manager: Jacci Viney Date: 15th September 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
No work undertaken this quarter.	Will depend on competing priorities.
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: In jeopardy	
Work Completed	Issues/Risks
No work undertaken for this project and no corresponding budget allocation.	
Work to Complete	Response

2.1.1 Recreational and community facilities upgraded as recommended by the Recreational and Community Facilities Assessment and Infrastructure Plan.	
2.1.1.5 Finalise toilet and BBQ infrastructure installation project for Cape Barren Island.	
This project is closed	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The building and plumbing works are reportedly finished and final building invoice has been received. Inspections to ensure that works are completed will be conducted in the next period.	
Work to Complete	Response
Obtain certificates of completion for building and plumbing works.	

2.1.3 Public Open Space funds to support community recreation and access opportunities.

2.1.3.1 Public Open Space Policy to be re-written and adopted by Council.

1st Quarter

Manager: Robyn Cox **Date:** 15th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
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A draft open space policy is written but need to have discussions with State agencies regarding anomalies between State Planning Provisions and Local Government Act. The actual policy will follow the Planning Scheme and is scheduled for second half of financial year.	
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Work to Complete	Response
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2nd Quarter

Manager: Robyn Cox **Date:** 15th December 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
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Draft Open Space Strategy complete.	
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Work to Complete	Response
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2.1.4 Asset Management Plan implemented.

2.1.4.1 Revise and update Asset Management Plan and Strategy.

1st Quarter

Manager: Heidi Marshall **Date:** 15th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
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This work is now complete and requires approval by Council. The plan and strategy will go to the October Meeting of Council for consideration.	
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Work to Complete	Response
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Disseminate document once adopted.	
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2nd Quarter

Manager: Heidi Marshall **Date:** 15th December 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
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This work is now complete and was adopted by Council at the October 2018 Council Meeting Document disseminated to various stakeholders. Briefing for new elected Council commenced. Document used in funding submissions to State Government.	These plans present a sound way forward. Understanding the true picture and the options for variations will be key to landing on an amended strategy
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Work to Complete	Response
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Further briefing of new elected council.	Further education and analysis
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2.1.5 Crown owned land is obtained for Council/Community need.	
2.1.5.1 Liaise with Crown Land Services to reach agreement on land transfers.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Land transfers must be done one at a time. The land transfer of 4 Davies Street has commenced and is moving, albeit a little slowly due to legislative snags, which will hopefully be dealt with within the next reporting period.	
Work to Complete	Response
3rd Quarter	
Manager: Jacci Viney Date: 6th February 2019 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Although only one parcel of land can be addressed at a time, this project is still gaining momentum.	
Work to Complete	Response

2.1.5 Crown owned land is obtained for Council/Community need.	
2.1.5.2 Identify additional parcels of Crown land to be obtained for community benefit.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work undertaken this quarter.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Compilation of the various assets has commenced and will be put to a Council workshop prior to any decisions being made.	
Work to Complete	Response

2.1.6 Stormwater Management Plan developed.	
2.1.6.1 Stormwater Management Plan for all townships completed and approved by Council.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
Work has not commenced on this project due to constraints around procurement of consultants.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: In jeopardy	
Work Completed	Issues/Risks
No further action due to lack of budget allocation to engage consultant.	
Work to Complete	Response

2.1.7 Lagoon Road Recreational Facility and stormwater management area established.	
2.1.7.1 Slash a walking track through the Lagoon Road site linking the Cattle Track to Lagoon Rd.	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
No work undertaken this quarter.	There may not be an area suitable for a walking track.
Work to Complete	Response
Investigate area that may be slashed as a walking track when water levels drop.	
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Track has been slashed linking the Cattle Track to Lagoon Road	
Work to Complete	Response
Track will be slashed as required as per general maintenance	

2. Infrastructure and Services

2.2 Explore alternative investment and operating models for core and critical island infrastructures and services.

2.2.1 Alternate operational structures for the delivery of infrastructure based services are explored.	
2.2.1.1 Continue to explore options for sealing Palana Road including advocating for State ownership of Palana Road.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
In June 2018, Council was advised by the State Government that “Palana Road is not a strategic State Road, serving a local access function, and the Department is not in a position to assist Council with funding for upgrading Palana Road”. The Council was also advised that “The Australian Government does periodically have funding programs for regional roads and would recommend that Council considers making submissions through one of the Australian Governments infrastructure programs”. Council's Priority Projects document has been amended on this basis.	
Work to Complete	Response
Refer amended Priority Projects document including the option to construct and seal Palana Road over a 3-5 year period to the relevant political parties ahead of the next Federal election.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Amended Priority Projects document including the option to construct and seal Palana Road over a 3-5 year period has been forwarded to the relevant political parties ahead of the next federal election.	
Work to Complete	Response
Continue to lobby relevant political parties ahead of the next federal election plus inform the State Grants Commission.	

2. Infrastructure and Services

2.3 Minimise environmental and health risks from waste collection and disposal and maximise opportunities to reduce, reuse or recycle resources.

2.3.1 Waste Management Strategy Implemented.	
2.3.1.1 Review and update Waste Management Strategy.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Report provided and adopted by Council at the August Council Meeting with Option 4 being adopted, i.e. keeping transfer stations, baling all waste and placing into to a GCL lined cell but removing cardboard to store / shed. This Option to potentially move to Option 2 which would eventually collect, bale and place into a GCL lined cell. This option included in Council's 2019 Budget and Long Term Financial Plan.	
Work to Complete	Response
Implementation of actions.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Refer to 2.3.1.2	
Work to Complete	Response

2.3.1 Waste Management Strategy Implemented.	
2.3.1.2 Complete investigation into management model for the operation of municipal waste management services.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The management of waste on Flinders Island is ever changing. The Environmental Protection Agency (EPA) has recently completed a waste audit. Engineering and hydrogeological consultants have commenced work on some of the required environmental tasks that need to be undertaken however there is still a lot of ground work to be done before the management model of the site will emerge.	Waste management is costly to the environment and to the budget. Staff are working hard to ensure that best outcomes are presented whilst maintaining the budget.
Work to Complete	Response
Completing EPA audit outcome tasks, within the stipulated timeframes.	
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Work continues on waste and new initiatives are being assessed as they arise. Engineering and hydrogeological expertise for the environmental waste cell design have been engaged. The majority of requirements resulting from the August EPA audit have been completed.	
Work to Complete	Response

2.3.1 Waste Management Strategy Implemented.	
2.3.1.3 Implement option 4 of Waste management strategy as per motion no. 197.08.2018.	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
A full "drone" arial survey and a hydrogeological assessment of the landfill site has been undertaken. We are now waiting on the groundwater report which will influence and progress the waste cell and leachate design plans.	
Work to Complete	Response
The design of waste and leachate cells and investigation of a suitable waste baler for purchase.	
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Consultants have been engaged to provide the Leachate Management Plan and waste cell design. A horizontal waste baler is now the preferred option for the Whitemark landfill and a tender will be issued for purchase next quarter.	
Work to Complete	Response
Tender to be issued for purchase of a waste baler. Preparation for new cell construction after design is issued.	

2. Infrastructure and Services

2.4 Develop and implement solutions that mitigate environmental and health risks from wastewater treatment and disposal.

2.4.1 Upgraded onsite wastewater systems on all public amenities.	
2.4.1.1 Complete the upgrade of and commission the Emita Hall on-site waste water system and continue to explore options for the Flinders Arts and Entertainment Centre (FAEC).	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The onsite waste disposal options for the Emita Hall are limited and expensive due to the heavy clays encountered on the site. A Tasmania Community Fund grant application was successful in obtaining funds to improve the Emita Hall which included the upgrades to the waste water system.	
Work to Complete	Response
Emita Hall will take priority. FAEC disposal is still being worked on in the background.	
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The design for the waste water system to service the Emita Hall site has been completed and the work has been awarded post a call for quotation for the work. Commencement is expected in late January in conjunction with building works associated with the Emita Hall extension.	
Work to Complete	Response

2.4.2 A "pump out" based wastewater collection, transport, treatment and disposal system.	
2.4.2.1 Continue investigations for development of a wastewater pump out, treatment and disposal system for Flinders Island.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Work continues on this project at a very slow rate. The recent visit from the Hydrogeologist for waste management purposes allowed for some investigative work to take place in this space. Some new ideas have been presented which will be followed up.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
This project cannot get off the ground without a suitable in-situ waste water treatment facility. Work on that project must take place initially.	
Work to Complete	Response

2. Infrastructure and Services

2.5 Work proactively with other infrastructure service providers.

2.5.1 Infrastructure services that are appropriate for Island conditions, sustainable and are accepted and valued by the local community.	
2.5.1.1 Develop and implement a long term program of works on a partnership basis as a contractor for State Roads along Lady Barron and Palana Rd.	
This project is closed	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
There are no major works planned on the State road this financial year.	
Work to Complete	Response

2.5.1 Infrastructure services that are appropriate for Island conditions, sustainable and are accepted and valued by the local community.	
2.5.1.2 Develop and implement a long term alliance with TasWater to manage and operate their water supply network.	
1st Quarter	
Manager: Brian Barnewall Date: 20th September 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
No work has been undertaken on this action.	
Work to Complete	Response
Work with TasWater to further this action.	
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
Council continues to have a very good working relationship with TasWater but as yet does not have a blueprint for a long term alliance.	
Work to Complete	Response

2. Infrastructure and Services

2.6 Protect and enhance high quality natural values and environmental assets.

2.6.1 Parks and Wildlife Services (PWS) and Council cooperatively operate and maintain relevant facilities (toilets, camp grounds, picnic areas etc.).	
2.6.1.1 Liaise with PWS management and staff and review strategic arrangements and resourcing for the development, operation and maintenance of facilities and assets for which both parties have a joint interest.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Council's Works and Airport Manager and Strategic Planning and Development Manager have had an initial introductory meeting with the Parks & Reserve Manager - Central-North where a range of potential resource sharing options were discussed. Like Council, Parks is financially challenged.	Financial constraints on Council and Parks.
Work to Complete	Response
Follow up initial meeting.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Brief verbal discussion with Director Parks & Wildlife. No outcomes to report.	
Work to Complete	Response

2.6.1 Parks and Wildlife Services (PWS) and Council cooperatively operate and maintain relevant facilities (toilets, camp grounds, picnic areas etc.).	
2.6.1.2 Implement a Memorandum of Understanding (MoU) with the PWS management and staff for the development, operation and maintenance of facilities and assets for which both parties have a joint interest.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work undertaken this quarter.	
Work to Complete	Response
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Brief verbal discussion with Director Parks & Wildlife. No outcomes to report.	
Work to Complete	Response

2.6.2 A plan for the expansion of the walking trails network on Flinders Island.	
2.6.2.1 Liaise with Parks and Wildlife Services management and staff, Flinders Island Tourism and Business Inc. (via the DAP) and other stakeholders to review strategically a sustainable long term management plan for the operation of a network of walking trails.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Council staff have been liaising with Parks and Wildlife Services management and staff, and Flinders Island Business Inc. (via the DAP).	
Work to Complete	Response
Council staff to continue to liaise with Parks and Wildlife Services management and staff, and Flinders Island Business Inc. (via the DAP).	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Council staff have been liaising with Parks and Wildlife Services management and staff, and Flinders Island Business Inc. (via the DAP).	
Work to Complete	Response
Council staff to continue to liaise with Parks and Wildlife Services management and staff, and Flinders Island Business Inc. (via the DAP).	

2.6.3 Advocacy for higher levels of maintenance and funding for walking trails and associated assets.	
2.6.3.1 Lobby the State Government for increased Parks and Wildlife Service funding to support the maintenance of walking trails and assets.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Brief verbal discussion with Director Parks & Wildlife. No outcomes to report.	
Work to Complete	Response
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Brief verbal discussion with Director Parks & Wildlife. No outcomes to report.	
Work to Complete	Response

2.6.3 Advocacy for higher levels of maintenance and funding for walking trails and associated assets.	
2.6.3.2 Support the Furneaux Historical Research Association with the development of the Geotrail project.	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No requests for support have been made.	
Work to Complete	Response
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No support requested.	
Work to Complete	Response

2.6.4 Planning Scheme supports visual amenity and open space, contributing to recreation and tourism experiences.	
2.6.4.1 Identify ways to protect important natural assets.	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work has been undertaken on this action.	
Work to Complete	Response
Incorporating the scope of the Natural Assets Code in the Local Provisions Schedule and justification in the Supporting Report.	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Natural Assets Code Maps complete.	
Work to Complete	Response

3. Access and Connectivity

3.1 Maintain or better the standard of sea access to the Islands.

3.1.1 Advocacy for improved port and freighting operations.	
3.1.1.1 Furneaux Group Shipping Special Committee of Council provides sector advice for Council to advocate on behalf of the Community.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Furneaux Group Shipping Special Committee of Council met and reported to the July 2018 Council Meeting	
Work to Complete	Response
Furneaux Group Shipping Special Committee Members to tour the Lady Barron Port Facilities on 25 October 2018	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Furneaux Group Shipping Special Committee Members to tour the Lady Barron Port Facilities on 25 October 2018.	
Work to Complete	Response
Next scheduled meeting february 2019.	

3.1.2 Economic viability of developing an all-weather recreational and leisure vessel harbour investigated.	
3.1.2.1 Continue to advocate and explore opportunities to advance the adopted Flinders Island Marine Access and Safe Harbour Project.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
In December 2017 Council placed a submission for funding under the Infrastructure Stream of Australian Governments Building Better Regions (BBR) Fund for this project. \$5.47m. Cost was proposed to be funded by Council (\$0.46m), State Government (\$0.9m) and BBR (\$4.11m). Whilst the submission was well received Council was ultimately unsuccessful with only around 1 in 5 projects eventually being funded. Feedback obtained indicated that there was nothing materially wrong with the application other than being more project ready from a planning and land acquisition viewpoint. Further operational cost analysis is also required. On this basis the project has not been included in Council's Long Term Financial Strategy. Whilst BBR funding is an obvious potential funding stream, in reality the Australian and State Governments have arguably national and state infrastructure obligations that relate to maritime safety not just economic development. This thrust has been included in Council's amended Priority Project Document.	
Work to Complete	Response
Refer amended Priority Projects document including the aspect of the rock breakwater element for the Safe Harbour Project being funded by the Australian and State governments to relevant political parties. Revisit potential BBR aspect once this aspect of the project has been decided.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Amended Priority Projects document including the aspect of the rock breakwater element for the Safe Harbour Project being funded by the Australian and State Governments has been forwarded to relevant political parties. Specific submission to State Government for their next budget consideration. Council agreed to work with the Flinders Island Business Inc. Destination Action Plan subcommittee of local stakeholders to assist in advancing the project. Revisit potential BBR aspect once this aspect of the project has been decided.	
Work to Complete	Response
Further work with Flinders Island Business Inc. Destination Action Plan subcommittee of local stakeholders.	

3. Access and Connectivity

3.2 Maintain air access to the Island and improve performance of the airport.

3.2.1 Improved operation and financial performance of airport.	
3.2.1.1 Review Airport Master Plan to incorporate agreed Council's adopted Airport Improvement Plan (Airport Business Planning Update – November 2017) and report progress.	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
Initial consultations and site inspections have been had with Kneebush Planning for the review of the Airport Master Plan. However, due to their unexpected schedule of fees, the review may not be undertaken by a consultant this financial year.	
Work to Complete	Response
We will investigate what parts of the review may be done in-house and all other options.	
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
The proposal from Kneebush Planning to update the Master Plan was outside budget allocations. Staff have been busy on other projects and will review again when time allows.	
Work to Complete	Response

3.2.1 Improved operation and financial performance of airport.	
3.2.1.2 Implement Airport Improvement Plans adopted by Council in November 2017. Reports and plans include, but are not limited to, the following: Flinders Island Aerodrome Costings Review, Aerodrome Review Report, Aerodrome Action Plan Report, Airport Hangars Update Report, Proposed Airport Extension and Airport Tank Inspection Report.	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Airport charges have been set for the 2018/19 financial year. New facilities are in place for car rental companies and one has taken up residence. We are waiting for the other to sign a lease agreement. The area previously used for this purpose in the terminal will now be used for aviation fuel sales. The area for the General Aviation Hangars has been surveyed and we are now finalising lease agreements for the first hangar to be built, a second may soon follow.	
Work to Complete	Response
Proposed undercover storage facilities. Fuel tank repairs as described in the Airport Tank Inspection Report. Further consultations with potential lease tenants.	
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Council now has two lease agreements for terminal space from car hire companies and one lease has been signed for a new private general aviation hangar. The fuel operations are up and running with over eight and a half thousand litres sold in our first quarter. Further negotiations have been held for undercover parking and storage facilities and we hope to sign up a second private hangar lease in the near future.	
Work to Complete	Response
Release of a tender for the fuel facility upgrade and further negotiations on the private hangar and undercover storage facilities.	

3.2.1 Improved operation and financial performance of airport.	
3.2.1.3 Develop a business proposal for the State Government to assist with the reconstruction of the north-south runway.	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
This action has not yet commenced.	
Work to Complete	Response
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Whilst this action has not commenced in relation to the State Government, a new round of funding from the Federal Government under the "Remote Airstrips Upgrade Program" was released in November and an application has been made for 50% funding towards a \$3.6 million foam bitumen upgrade of the entire north-south runway.	
Work to Complete	Response
Further planning will be undertaken so that we can hit the ground running should the application for funding be successful.	

3.2.1 Improved operation and financial performance of airport.	
3.2.1.4 Complete installation of new wallaby proof fence.	
This project is closed	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The wallaby proof fence was installed by R Wise Fencing Contractors during June and July. The project was completed on July 31st and has performed beyond expectation. There has been no animal incursion to the airside area of the fence since its completion. The performance of the fence will be monitored continually.	
Work to Complete	Response

3.2.1 Improved operation and financial performance of airport.	
3.2.1.5 With respect to comparing fees and charges with other regional airports, develop and finalise a rationale applicable to Flinders and implement changes.	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Fees and charges have been set for the 2018/19 financial year.	
Work to Complete	Response
Fees and charges will be reviewed continually to make sure they are in line with similar airports while taking into account that the Airport should become financially self-sufficient.	
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Fees and charges have been set by Council for the 2018/19 financial year.	
Work to Complete	Response
Fees and charges will be reviewed continually to ensure they are in line with similar airports, as well as taking into account the need for Flinders Island Airport to become financially self-sufficient.	

3.2.1 Improved operation and financial performance of airport.	
3.2.1.6 Furneaux Group Aviation Special Committee of Council provides sector advice for Council to advocate on behalf of the Community.	
1st Quarter	
Manager: Brian Barnewall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Submissions from the public to the special committee have been called for via the Island News.	
Work to Complete	Response
A meeting of the Committee will occur in the next quarter.	
2nd Quarter	
Manager: Brian Barnewall Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Due to Council elections, no meeting was held during the last quarter. The Mayor as Chair of the Committee has called the next meeting to be held on 29 January 2019.	
Work to Complete	Response

3. Access and Connectivity

3.3 Improved telecommunications for the benefit of local community and economy.

3.3.1 Improved communications with telecommunication service providers in order to encourage new investment and improved services.	
3.3.1.1 Continue to manage Building and Better Regions (BBR) Funding allocation for Telstra to construct a major upgrade of Telecommunications on Flinders and Cape Barren Islands.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Project is approximately 75% complete. Oversee project claims and ensure funding submissions are provided to BBR.	
Work to Complete	Response
Oversee project claims and ensure funding submissions are provided to BBR.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Project is approximately 85% complete. Overseen project claims and ensured funding submissions provided to BBR.	
Work to Complete	Response
Oversee project claims and ensure funding submissions are provided to BBR.	

4. Strategic, Efficient and Effective Organisation

4.1 Remain actively engaged with internal and external stakeholders providing regional leadership.

4.1.1 The Furneaux Islands' unique circumstances, isolated community and specific financial needs are understood by key external stakeholders.	
4.1.1.1 Investigate the disadvantages experienced by the Community from living within the Furneaux region and lobby for an amendment to the Bass Strait Passenger Vehicle Equalisation Scheme (BSPVES) to include an intrastate component i.e. between 'mainland' Tasmania and the Furneaux Group.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Agreement with the Australian Government under the Building Better Regions Program (BBR) for the Flinders Business and Social Structural Review Project which includes this element. Refer 1.2.3.1	
Work to Complete	Response
Distribute Community Survey and collate responses. Prepare and finalise Report.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Agreement with the Australian Government under the Building Better Regions Program (BBR) for the Flinders Business and Social Structural Review Project which includes this element. Refer 1.2.3.1	
Work to Complete	Response
Finalise Flinders Business and Social Structural Review Project which includes this element.	
4.1.1 The Furneaux Islands' unique circumstances, isolated community and specific financial needs are understood by key external stakeholders.	
4.1.1.2 Contribute to technical reference group work program of Northern Tasmania Development Corporation.	
This project is closed	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
This work was completed when the Regional Land Use Strategy was declared in June 2018.	
Work to Complete	Response

4.1.1 The Furneaux Islands' unique circumstances, isolated community and specific financial needs are understood by key external stakeholders.	
4.1.1.3 Maintain membership and actively engage with Northern Tasmania Development Corporation (NTDC), Local Government Association of Tasmania (LGAT) and Tourism Northern Tasmania (TNT).	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Verbal liaison on various elements as required with NDTC CEO.	
Work to Complete	Response
Further liaison on an as required basis.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Verbal liaison on various elements as required with NDTC CEO.	
Work to Complete	Response
Further liaison on an as required basis.	

4.1.1 The Furneaux Islands' unique circumstances, isolated community and specific financial needs are understood by key external stakeholders.	
4.1.1.4 Review and update Council's Priority Projects list by October 2018.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Revised document presented to October Council Meeting for consideration.	
Work to Complete	Response
Implement lobbying functions with Federal Politicians.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Revised document adopted October Council Meeting. Commenced lobbying functions with federal politicians. Budget submissions to State Government for Airport and Safe Harbour Projects.	
Work to Complete	Response
When opportunities present, continue lobbying functions with federal politicians.	

4.1.1 The Furneaux Islands' unique circumstances, isolated community and specific financial needs are understood by key external stakeholders.	
4.1.1.5 Continue to advocate and advance Council's Priority Projects.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Made contact with two political parties ahead of revamped Priority Projects document.	
Work to Complete	Response
Continue to lobby with relevant national politicians.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Commenced lobbying functions with letters to federal politicians. Budget submissions sent to the State Government for the Airport and Safe Harbour Projects.	
Work to Complete	Response
When opportunities present, continue lobbying functions with federal politicians.	

4.1.1 The Furneaux Islands' unique circumstances, isolated community and specific financial needs are understood by key external stakeholders.	
4.1.1.6 Encourage community presentations at Council Workshops.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Encourage when opportunities arise.	
Work to Complete	Response
Continue to encourage as opportunities arise.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The following community presentations were given at workshops: - Community Shed – Tom Galbally, Dale Wells and Peter McConnell; - Safe Harbour Working Group – Chris Fenner and Andrew Thompson; and - Plastic Recycling Initiative – Aronn Daw and Lauren Maher, Hydro Tasmania	
Work to Complete	Response
Continue to encourage as opportunities arise.	

4.1.2 Cooperative and coordinated delivery of Indigenous community services.	
4.1.2.1 Collaborate as required with the Cape Barren Island Aboriginal Association Inc. and the Flinders Island Aboriginal Association Inc.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Ongoing dialogue as opportunities arise.	
Work to Complete	Response
Ongoing dialogue as opportunities arise.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Ongoing dialogue as opportunities arise. Strong Furneaux Islands Festival partnership with Flinders Island Aboriginal Association Inc.	
Work to Complete	Response
Ongoing dialogue as opportunities arise.	

4. Strategic, Efficient and Effective Organisation

4.2 Support processes, accountability and project delivery through transparent reporting.

4.2.3 Administrative support provided to Council.	
4.2.3.1 Assist the Tasmanian Electoral Commission to conduct the 2018 Local Government Election for Flinders Council.	
This project is closed	
1st Quarter	
Manager: Vicki Warden Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The 2018 Local Government Election process commenced this quarter. Electoral Officers received candidate nominations and liaised with the Tasmanian Electoral Commission.	
Work to Complete	Response
Electoral Officers will oversee the election process until the polling period closes on 30 October.	
This project is closed	
2nd Quarter	
Manager: Vicki Warden Date: 15th December 2018 Schedule: 1st July 2018 to 1st November 2018 Progress: 100% Status: Going well	
Work Completed	Issues/Risks
Electoral Officers received ballot papers and associated materials from the Tasmanian Electoral Commission; answered enquiries from voters; and issued ballot papers to voters who had spoiled or lost their original ballot papers. The 2018 Local Government Election process concluded early November when the Certificate of Election listing the elected candidates was received. This project is complete.	
Work to Complete	Response

4.2.3 Administrative support provided to Council.	
4.2.3.2 Develop a comprehensive post-election induction program for Councillors and facilitate required training to lead the Council and Community.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Preliminary discussions with the Local Government Association of Tasmania (LGAT) and Office of the Director of Local Government regarding potential dates and format.	
Work to Complete	Response
Finalise and implement local and external approach.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The transition in briefing the new Council commenced in November within an overall strategic approach as there is a raft of information and training to be undertaken. This included the following: 14 Nov 2018 Explanations on the Council organisation, Councillor Administration, Preparation for November Council Meeting; 16 Nov 2018 Leadership Development Program; 20 Nov 2018 Meeting Procedures Training; 5 Dec 2018 Safe Harbour, Plastic Recycling, Good Governance Training; and 12 Dec 2018 Land Use Planning, Community Development, Financial Overview.	
Work to Complete	Response
Other training to be developed and delivered on a program basis.	

4. Strategic, Efficient and Effective Organisation

4.3 Ensure Council meets its statutory obligations and manages corporate and community risk.

4.3.1 All legislative and regulatory compliance related to Council activities met.	
4.3.1.1 All legislative and regulatory compliance related to Council activities, as recorded in the Council's Annual Regulatory Compliance Checklist, are met.	
1st Quarter	
Manager: Vicki Warden Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Regulatory Compliance Checklist is in use and all compliance related activities are being tracked on a monthly basis. No anomalies to report.	
Work to Complete	Response
2nd Quarter	
Manager: Vicki Warden Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Regulatory Compliance Checklist is in use and all compliance related activities are being tracked on a monthly basis. No anomalies to report.	
Work to Complete	Response

4.3.2 Requirements of the Archives Act 1983 substantially complied with through improved records management processes.

4.3.2.1 Develop Information Asset Register.

1st Quarter

Manager: Jade Boyes **Date:** 15th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
No work undertaken this quarter.	
Work to Complete	Response

2nd Quarter

Manager: Jade Boyes **Date:** 15th December 2018 **Schedule:** Ongoing **Status:** At risk

Work Completed	Issues/Risks
No work completed currently due to staff restructure	
Work to Complete	Response

4.3.2 Requirements of the Archives Act 1983 substantially complied with through improved records management processes.

4.3.2.2 Develop Records Management procedures and standards.

1st Quarter

Manager: Jade Boyes **Date:** 15th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
No work undertaken during this quarter.	
Work to Complete	Response
Hoping to start a review on the records management procedures.	

2nd Quarter

Manager: Jade Boyes **Date:** 15th December 2018 **Schedule:** Ongoing **Status:** At risk

Work Completed	Issues/Risks
The review of the records managemnet has not yet started due to staff restructure and limited resources	
Work to Complete	Response

4.3.3 General Manager's Roll maintained for election purposes as required under the Local Government Act 1993.	
4.3.3.1 Update the General Manager's Roll in preparation for the 2018 Local Government election.	
This project is closed	
1st Quarter	
Manager: Vicki Warden Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The General Manager's Roll was updated in keeping with the guidelines and timeframe required by the Tasmanian Electoral Commission. The Roll closed to changes on 13 September. This action is now complete.	
Work to Complete	Response

4.3.4 Maintain Council's Policy Manual and Instrument of Delegation.	
4.3.4.1 Revise Policy Manual.	
1st Quarter	
Manager: Vicki Warden Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The proposed review of the Policy Manual was discussed with the Audit Panel at their September meeting. As no funding is available to employ an external reviewer, staff and the Audit Panel will work systematically through the manual to review all policies.	
Work to Complete	Response
2nd Quarter	
Manager: Vicki Warden Date: 15th December 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
No resources have been allocated to this task.	
Work to Complete	Response

4.3.4 Maintain Council's Policy Manual and Instrument of Delegation.	
4.3.4.2 Revise Instrument of Delegation.	
1st Quarter	
Manager: Vicki Warden Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Instrument of Delegation was reviewed and adopted by Council at the 13 September 2018 Ordinary Meeting of Council.	
Work to Complete	Response
Prepare and distribute delegation letters to staff.	
2nd Quarter	
Manager: Vicki Warden Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
A staff organisational review and changes made to some of the relevant Acts resulted in a review of the Instrument of Delegation. The reviewed document was adopted by Council at the September council meeting.	
Work to Complete	Response

4.3.5 Flinders Council Audit Panel functions effectively and efficiently.	
4.3.5.1 Support the functions of the Flinders Council Audit Panel.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Audit Panel meetings undertaken on 4 July and 25 September 2018. Reports provided to Council.	
Work to Complete	Response
Audit Panel Meeting scheduled for 6 November 2018	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No meetings undertaken this quarter due to elections, workload and councilor training	
Work to Complete	Response
Audit Panel Meeting scheduled for 29 January 2019.	

4.3.6 Enterprise Agreement 2016-2019 that complies with Fair Work Act 2009.	
4.3.6.1 Commence work on the 2019 - 2023 Enterprise Agreement.	
This is an inactive project	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Work will commence in the fourth quarter.	
Work to Complete	Response

4.3.7 Furneaux Fire Area Management Committee functions efficiently and effectively.	
4.3.7.1 Support the functions of the Furneaux Fire Area Management Committee.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The position of Municipal Emergency Management Coordinator continues to support the Fire Area Management Council (FMAC) and lead from an Emergency Management point of view.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No activity to report within the period.	
Work to Complete	Response

4.3.8 Appropriate plans and available resources in place to where possible mitigate and respond to identified risks and incidents.	
4.3.8.1 In conjunction with other emergency response groups, have appropriate plans and available resources in place to where possible mitigate and respond to identified risks and incidents.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The local Municipal Emergency Management Plan has been under review and is now nearing completion.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Municiple Emergency Management Committee continues to be supported by the Municipal Emergency Management Coordinator.	
Work to Complete	Response

4.3.8 Appropriate plans and available resources in place to where possible mitigate and respond to identified risks and incidents.	
4.3.8.2 Provide support to Flinders Municipal Emergency Management Committee (MEMC).	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Support for the group continues from Council's employed Municipal Emergency Management Coordinator and Deputy.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The MEMC continues to be supported by the Municipal Emergency Management Coordinator.	
Work to Complete	Response

4.3.8 Appropriate plans and available resources in place to where possible mitigate and respond to identified risks and incidents.	
4.3.8.3 Review the Flinders Municipal Emergency Management Plan.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Plan has been reviewed locally and by regional manager. Finalised plan has been issued for authorisation by the Minister.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Emergency Management Plan review is nearing completion and is due for release in early 2019.	
Work to Complete	Response

4.3.8 Appropriate plans and available resources in place to where possible mitigate and respond to identified risks and incidents.	
4.3.8.4 Provide assistance and support to the Recovery Coordinator to establish, promote and coordinate the Recovery Committee as a subcommittee of the Municipal Emergency Management Committee (MEMC).	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Planning a meeting of the recovery committee which is long overdue.	
Work to Complete	Response
Emphasis has been placed on having Municipal Emergency Management Plan review completed which will form the head of power for the recovery plan.	
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The MEMC continues to be supported by the Municipal Emergency Management Coordinator.	
Work to Complete	Response

4.3.8 Appropriate plans and available resources in place to where possible mitigate and respond to identified risks and incidents.	
4.3.8.5 Identify, assist to facilitate and coordinate Emergency Management/Recovery related training when opportunities arise.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Opportunities identified via regional manager. Training primarily undertaken on Island.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Municiple Emergency Management Committee continues to be supported by the Municipal Emergency Management Coordinator.	
Work to Complete	Response

4.3.9 An integrated and strategic approach to financial and asset management.	
4.3.9.1 Finalise a Long Term Financial Plan in accordance with the Local Government Act 1993.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
This element included in Council's adopted 2019 Budget Estimates and Asset and Financial Management Strategy and Plans documents adopted at August Council Meeting. The Director for Local Government and Council's Audit Panel also advised. Further refinement and improvement with revised document presented to the October Council Meeting.	
Work to Complete	Response
Once formally adopted advise the Director for Local Government and have the documents reviewed by Councils' Audit Panel.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Long Term Financial Management Strategies & Plans document incorporating the Long Term Financial Plan was adopted at Council's October Meeting. The Director for Local Government advised. Document being reviewed by Councils' Audit Panel.	
Work to Complete	Response
Additional analysis and refinement. Formal review scheduled following 2019/20 Budget.	

4.3.9 An integrated and strategic approach to financial and asset management.	
4.3.9.2 Update Asset Management Plan in accordance with the Local Government Act 1993.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
This element included in Councils adopted 2019 Budget Estimates and Asset and Financial Management Strategy and Plans documents adopted at August Council Meeting. The Director for Local Government and Councils' Audit Panel also advised. Further refinement and improvement with revised document presented to the October Council Meeting	
Work to Complete	Response
Once formally adopted advise the Director for Local Government and have the documents reviewed by Councils' Audit Panel.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The Long Term Financial Management Strategies & Plans document incorporating the Asset Management Plan was adopted at Council's October Meeting.	
Work to Complete	Response
Additional analysis and refinement. Formal review scheduled following 2019/20 Budget.	

4.3.10 Flinders Planning Scheme	
4.3.10.1 For each locality deliver Strategy Tables, Zone Conversion Tables, Supporting Reports, Maps, overlay lists and photographs as well as all Submission Documentation including Flinders Land Use Strategy 2017, Supporting Information Report and Consultation Reports.	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Have reviewed and updated conversion tables and commenced incorporation in Supporting Report where divergence from State Mapping has been identified. Strategy Tables are completed.	
Work to Complete	Response
Incorporating maps and overlays lists for Codes into the Local Provision Schedule and the Supporting Report and other mandatory documentation.	

4. Strategic, Efficient and Effective Organisation

4.4 Drive continuous improvement through a focus on customer service, community engagement, efficient systems and processes, innovation, capacity building and workforce development.

4.4.1 A healthy and safe place to work.	
4.4.1.1 Review Council's Safety System and processes and initiate improvements.	
1st Quarter	
Manager: Lauren Moraitis Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
1. Monthly Safety Meetings (OHS Committee, Works Depot and Airport). 2. Review of Council's Accident and Incident Reporting - reviewed the accident and incident register. 3. Developed a First Aid Kit Register for all Council owned vehicles and buildings/facilities 4. MAV Insurance representative conducted a compliance audit of Council's Tree Management, Road Asset Management, Reserves and Open Space, Written Agreements and Contracts and provided recommendations for improvement. 5. Secured visit from Work Safe Tasmania Advisor to Flinders in October for Work Safe Month and run a series of workshops, programs, site visits and stall at the show. 6. Developed "Contractor Engagement" checklists for each department to use when hiring a new contractor. 7. Annual Review of Works Depot and Airport JSA's (Job Safety Analysis).	
Work to Complete	Response
1. Review of Council's Risk Register, and look at separating risks into Strategic and Operational risks. Determine reporting frequency. 2. Review of Council's Request for Service Register and job response timeframes, processes and priorities.	
2nd Quarter	
Manager: Lauren Moraitis Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
1. Monthly Safety Meetings (Airport, Works Depot). 2. Work Safe Tasmania visit and annual audit. 3. Work Safe Month workplace activities and awareness - FOD Walk at Airport, Mental Health Awareness promotion. 4. Request for Service Register and Processes reviewed and implemented new spread sheet and system. 5. Zero Harm Training for Council staff (October). 6. Works Depot staff attended Hydro Instructed Person and Persons In Charge training. 7. Alcohol and Drug Pre-employment testing completed for all Airport Staff.	
Work to Complete	Response
1. Review of Council's Risk Register under the new staff structure. 2. Reporting frequency and mechanism for accident and incidents and safety issues. 3. Updating Chemical Registers and providing information to Tas Fire.	

4.4.2 Continuous improvement program.	
4.4.2.1 Provide professional development program and opportunities for training for Elected Members.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Made tentative arrangements with the Institute of Project Management to assist.	
Work to Complete	Response
Finalise and implement training and development with new elected council.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The transition in briefing the new Council has commenced within an overall strategic approach as there is a raft of information and training to be undertaken. This included the following: 14 Nov 2018 Explanations on the Council organisation, Councillor Administration, Preparation for November Council Meeting 16 Nov 2018 Leadership Development Program 20 Nov 2018 Meeting Procedures Training 5 Dec 2018 Safe Harbour, Plastic Recycling, Good Governance Training 12 Dec 2018 Land Use Planning, Community Development, Financial Overview	
Work to Complete	Response
Others being developed and delivered on a program basis	

4.4.2 Continuous improvement program.	
4.4.2.2 Review and update the Customer Service Charter.	
1st Quarter	
Manager: Jade Boyes Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Have researched and compared current Customer Service Charter with other Councils' Charters and commenced review.	
Work to Complete	Response
Finalising the Customer Service Charter.	
2nd Quarter	
Manager: Jade Boyes Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The customer service charter is currently being reviewed	
Work to Complete	Response
finalising the customer service charter	

4.4.2 Continuous improvement program.	
4.4.2.3 Review Council's IT service.	
1st Quarter	
Manager: Megan Boyes Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work undertaken this quarter.	
Work to Complete	Response
We will be meeting with Another Computer Store representatives in October to review the agreement.	
2nd Quarter	
Manager: Megan Boyes Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
The 4G network is now accessible in the office which has enabled staff to run some tests on the server and investigate server options moving forward.	
Work to Complete	Response
Working on current server being updated.	

4.4.3 A skilled workforce that provides core strategic, planning and operational capability.	
4.4.3.1 Provide professional development program and opportunities for training for Staff.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Project Management Training for Corporate Staff and various individual training provided.	
Work to Complete	Response
As part of Organisational Review, explore a more systematic training approach.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Emphasis on Organisational Review meant that this element has been put on hold.	
Work to Complete	Response
Following Organisational Review, implement a more systematic training approach.	

4.4.4 Compliance with the requirements of the Work Health and Safety Act 2012. A safe working environment where staff, volunteers and contractors understand safety issues, are supported and take individual responsibility for safety.	
4.4.4.1 Business Continuity Plan reviewed and tested.	
1st Quarter	
Manager: Lauren Moraitis Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Council Office Fire Drill/Emergency Evacuation demonstrated on Monday 24th September in conjunction with Duck Pond Child Care Centre.	
Work to Complete	Response
Review of Risk Management Policy and Framework.	
2nd Quarter	
Manager: Lauren Moraitis Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Work to Complete	Response
Fire Drill scheduled for January 2019 in conjunction with Duckpond. Review of Risk Management Policy and Framework.	

4.4.5 An effective and dynamic online presence (Council website).	
4.4.5.1 Review functionality of website to make it more user friendly.	
1st Quarter	
Manager: Megan Boyes Date: 15th September 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
Due to staffing allocations this has not been reviewed at this stage.	
Work to Complete	Response
Unsure until staffing allocation has been finalised.	
2nd Quarter	
Manager: Megan Boyes Date: 15th December 2018 Schedule: Ongoing Status: At risk	
Work Completed	Issues/Risks
No work has been completed on this due to staff not being available.	
Work to Complete	Response
We will be looking at what needs to be upgraded or changed on the website and sort quotes for this to be done in the new financial year.	

4.4.6 A central source of information for tourists and visitors to the Island.	
4.4.6.1 Work in conjunction with Flinders Island Tourism and Business Inc. (FITBI) to align Council's Visitor Information Role with FITBI's tourism focus.	
1st Quarter	
Manager: Kelly Blundstone Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work undertaken this quarter.	
Work to Complete	Response
2nd Quarter	
Manager: Kelly Blundstone Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Discussions with FIBI have commenced through their liaison Linda McGregor. Looking at creating a working group to review and update the information held at Council's Visitor Information Centre so that it becomes the central resource point for visitors and suppliers.	
Work to Complete	Response

4. Strategic, Efficient and Effective Organisation

4.5 Build financial and organisational resilience and maximise returns from Council's capital resources.

4.5.2 Sustainable organisation.	
4.5.2.1 Develop an improved communication strategy.	
1st Quarter	
Manager: Bill Boehm Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Undertook a revamped suite of documents that explained in more detail Council 2019 Budget. Successfully undertook two community Information Sessions both of which were well received.	
Work to Complete	Response
Ongoing strategy to evolve, develop and refine.	
2nd Quarter	
Manager: Bill Boehm Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Commenced work on ongoing strategy which is evolving and developing through current organisational review.	
Work to Complete	Response
Ongoing strategy to evolve, develop and refine.	

4.5.2 Sustainable organisation.	
4.5.2.2 Develop a program to dispose of unwanted assets.	
1st Quarter	
Manager: Jacci Viney Date: 24th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work undertaken this quarter.	Project brief defining 'unwanted assets' required.
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Asset database being compiled to enable discussion with Council.	
Work to Complete	Response

4.5.2 Sustainable organisation.	
4.5.2.3 Prepare a strategic program for review and consolidation of council owned land.	
This is an inactive project	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
This work will commence when Local Provisions Schedule requirements are complete.	
Work to Complete	Response

4.5.2 Sustainable organisation.	
4.5.2.4 Review Council's Investment Strategy and program.	
1st Quarter	
Manager: Heidi Marshall Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work undertaken this quarter.	
Work to Complete	Response
2nd Quarter	
Manager: Heidi Marshall Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Up to date investment summary undertaken at the 3 months Budget Review. Cash balance in investments reviewed in greater frequency in line with management of Council's levels of cash. BT Investment Review pending input from Councillors via Councils Audit Panel.	
Work to Complete	Response
Up to date investment summary with the 6 months Budget Review. Obtain input from Councillors via a future Audit Panel Meeting regarding BT Investment and Council's Investment Policy generally.	

4.5.2 Sustainable organisation.	
4.5.2.5 Investigate the feasibility of introducing environmental/visitor tax and camping fees.	
1st Quarter	
Manager: Jacci Viney Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No action undertaken this quarter.	
Work to Complete	Response
2nd Quarter	
Manager: Jacci Viney Date: 12th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No action undertaken this quarter.	
Work to Complete	Response

5. Liveability

5.1 Improve the health and wellbeing of the Island communities through leadership and co-ordination.

5.1.1 Integrated delivery of health promotion activities.	
5.1.1.1 Engage with community and external stakeholders to support and deliver health and wellbeing activities to the Community.	
1st Quarter	
Manager: Stacey Wheatley Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Women Get Active Program - Fighting Fit has been planned and promoted in this quarter. The program will deliver a 5 week Sensible Strength Training program in the Lady Barron and Whitemark Gyms.	
Work to Complete	Response
Delivering the 5 week program, acquitting the grant and evaluating the program.	
2nd Quarter	
Manager: Stacey Wheatley Date: 21st December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Delivered and acquitted the Women Fighting Fit program. It was well attended with some great results. A total of 20 women attended the program, 10 in the Whitemark class and 10 in the Lady Barron class. (max of 10 per class) Applied for a grant to fund a personal trainer for a day a week to help set some programs for our gym users. The lack of professional knowledge readily available to all community members was highlighted in feedback from the Women Fighting Fit program.	
Work to Complete	Response
If the grant is successful, delivering the fitness program.	

5.1.3 Improved health and wellbeing of the community supported through education and health services.	
5.1.3.1 Assist Facilitation of the delivery of the services associated with the Primary Health Tasmania Funding through the Royal Flying Doctor Service (RFDS).	
This project is closed	
1st Quarter	
Manager: Stacey Wheatley Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
<p>Service delivery has been ongoing in this quarter with new referrals for the service still being received.</p> <p>Negotiations between RFDS, Council and the MPC have resulted in the day to day management of the health service being returned to RFDS as of the 1st October 2018. Council and MPC will remain partners in the service and will work closely with RFDS to address local needs as required.</p> <p>Other work completed in this quarter has been Flinders Health Organisations Coordination Meetings (FHOCM) (stakeholder meetings) and staff meetings.</p>	
Work to Complete	Response
Administration duties to finalise, report and acquit the RFDS funding.	
This project is closed	
2nd Quarter	
Manager: Stacey Wheatley Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
All administrative duties have been completed and the RFDS funding has been acquitted.	
Work to Complete	Response
Council remains a partner in the program assisting RFDS staff where required and providing a vehicle for staff visits.	

5. Liveability

5.2 Support cultural activities that foster social engagement and emotional wellbeing and provide opportunities for creative expression.

5.2.1 Arts and cultural activities are encouraged and supported.	
5.2.1.1 Support community groups, businesses and organisations to foster and support arts and cultural activities.	
1st Quarter	
Manager: Stacey Wheatley Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work has commenced in this quarter due to workload and increased priorities in other areas. Both Community Development Staff have also taken leave in this period.	
Work to Complete	Response
Work with arts and cultural groups to support the Furneaux Islands Festival.	
2nd Quarter	
Manager: Stacey Wheatley Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Planning for the Furneaux Islands Festival.	
Work to Complete	Response
Planning and delivering the Furneaux Islands Festival.	

5.2.1 Arts and cultural activities are encouraged and supported.	
5.2.1.2 Deliver the Community Grants and Gunn Bequest funding program.	
This is an inactive project	
1st Quarter	
Manager: Vicki Warden Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
This action will commence in the third quarter.	
Work to Complete	Response

5.2.2 Community events and activities are supported, encouraged and delivered.	
5.2.2.1 Deliver the Furneaux Islands Festival.	
1st Quarter	
Manager: Stacey Wheatley Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Festival will be delivered on the 17th, 18th, 19th and 20th of January 2019. Musicians have been confirmed, promotional material for the Sharp Traveller is finalised and committee meetings have occurred this quarter.	Risk of delivering the Furneaux Islands Festival Committee within the short time frame and damaging relationships with the current committee. The existing committee is an integral part of delivering the 2019 Festival.
Work to Complete	Response
Planning, sponsorship, promotion, performance for School Holiday Program, bookings and all other event management requirements.	Staff are advising that we wait until the 2019 Festival is delivered to form the Special Committee and that the current committee is kept informed on the progress of forming the new committee.
2nd Quarter	
Manager: Stacey Wheatley Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Planning of the Furneaux Islands Festival including sponsorship, promotion and performers.	
Work to Complete	Response
Final planning and delivery of the Festival. Complete festival report.	

5.2.2 Community events and activities are supported, encouraged and delivered.	
5.2.2.2 Administer the Citizen of the Year Award program.	
This project is closed	
1st Quarter	
Manager: Vicki Warden Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Nominations for the Citizen of the Year Award were received in August and considered by Council at the September Closed Meeting of Council. The chosen recipient will receive the Award at the Flinders Island Show in October.	
Work to Complete	Response
This project is closed	
2nd Quarter	
Manager: Vicki Warden Date: 15th December 2018 Schedule: 1st July 2018 to 31st October 2018 Progress: 99% Status: Going well	
Work Completed	Issues/Risks
The recipient of the 2018 Citizen of the Year Award, Vicki Harper, was presented with the award by the Mayor at the Flinders Island Show in October. This project is complete.	
Work to Complete	Response

5. Liveability

5.3 Land use planning conserves natural and cultural values and addresses natural hazards and climate adaption.

5.3.1 Municipal climate change strategy.	
5.3.1.1 Complete the Whitemark coastal inundation study.	
This project is closed	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
This work is being undertaken by consultants.	
Work to Complete	Response
Incorporating the results into the Local Provisions Schedule.	
This project is closed	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Study completed.	
Work to Complete	Response

5.3.2 Hazard management and climate adaption integrated into specific area plans.	
5.3.2.1 Draft Specific Area Plans for coastal hazards.	
This project is closed	
1st Quarter	
Manager: Robyn Cox Date: 15th September 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
No work undertaken on this action.	
Work to Complete	Response
Coastal hazards have been mapped by the state and will be mandatory Codes in the Local Provisions Schedule.	
This project is closed	
2nd Quarter	
Manager: Robyn Cox Date: 15th December 2018 Schedule: Ongoing Status: Going well	
Work Completed	Issues/Risks
Task Complete	
Work to Complete	Response

5.3.3 Biosecurity risks identified and a program to address those risks developed.

5.3.3.1 Lobby Biosecurity Tasmania to advance an improved Biosecurity program for the Community.

1st Quarter

Manager: Jacci Viney **Date:** 24th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
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Liaison with BioSecurity Tasmania continues. Council will soon lobby for written assurity with regard to staffing levels.	
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Work to Complete	Response
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3rd Quarter

Manager: Jacci Viney **Date:** 6th February 2019 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
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Correspondence around biosecurity needs for the Island sent to Minister for DPIPWE. No response received to date. Liaison with biosecurity officers throughout current fruit fly event has been poor.	
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Work to Complete	Response
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5.3.4 Planning scheme enhances liveability and protects distinctive local characteristics.

5.3.4.1 Integrate protection of important natural assets in zoning decisions.

This project is closed

1st Quarter

Manager: Robyn Cox **Date:** 15th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
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This work is complete.	
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Work to Complete	Response
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5.3.4 Planning scheme enhances liveability and protects distinctive local characteristics.
5.3.4.2 Draft Local Heritage Lists for Local Provisions Schedule Codes.

This project is closed

1st Quarter

Manager: Robyn Cox **Date:** 15th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
No work undertaken this quarter.	

Work to Complete	Response
Lists to be compiled and mapped for Code overlay.	

Work to Complete	Response
Lists to be compiled and mapped for Code overlay.	

Work to Complete	Response
Lists to be compiled and mapped for Code overlay.	

This project is closed

2nd Quarter

Manager: Robyn Cox **Date:** 15th December 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
Task complete.	

Work to Complete	Response

Work to Complete	Response

Work to Complete	Response

5.3.4 Planning scheme enhances liveability and protects distinctive local characteristics.
5.3.4.3 Develop the a management plan for Council's North East River camping area and consider implementation.

This is an inactive project

1st Quarter

Manager: Robyn Cox **Date:** 15th September 2018 **Schedule:** Ongoing **Status:** Going well

Work Completed	Issues/Risks
This work will not commence until Local Provisions Schedule and Supporting Report and other mandated documentation are completed.	

Work to Complete	Response

Work to Complete	Response

Work to Complete	Response

Work to Complete	Response