



**FLINDERS COUNCIL  
ANNUAL PLAN FOR**

18.3.1 July 2021

SP Ref No.	Strategic Output	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Reportable Issues	Status	Key Performance Indicator
AP1920-3	Prepare a scoping paper to lobby and seek funding to secure veterinary services for the Furneaux Group as a Priority Project. (Investigate construction of facility, argument against competitive neutrality, staff member.) (refer Briefing Paper AP1920-3)	1.2.2 Population Growth - Increase supply of affordable housing - An islands specific population growth strategy.	Suitable models for establishment of a veterinarian practice currently being investigated.	Work continues with the aim of producing a first DRAFT options paper in early 2021.	First DRAFT options paper prepared for Priority Projects list. Investigations continue.	Funding to be forthcoming. Project outline to be issued to DPIPW to enable grant deed to be executed.	In progress	Priority Project scoping paper prepared and lobbying underway.
AP1920-9	Preliminary scoping of first stage of Stormwater Management Plan requirements for townships - Whitemark. (Second stage - Lady Barron and other townships.)	2.1.6 Infrastructure and Services - Plan, deliver and operate community infrastructure to provide levels of service that align with community needs and demand - Stormwater Management Plan developed.	Work not commenced due to inability to engage a suitable consultant.	Continuing to scope consultancy options.	Continuing to scope consultancy options.	Project closed with consultancy options noted but not funded. Seek budget funding to continue project into future.	Not started	Scope completed and endorsed.
AP1920-17	Work with the State & Federal Governments to facilitate the Flinders Island Safe Harbour Project.	3.1.2 Access and Connectivity - Maintain or better the standard of sea access to the Islands - Economic viability of developing an all-weather recreational and leisure vessel safe harbour investigated.	Council met on 22 September to consider the TasPorts proposal to build a safe harbour at the Lady Barron Port. Considerable community concern was expressed and Council deferred the decision. Council met again on 29 September and agreed to proceed with the \$3 million proposal at the original site.	Council sought, and was allocated, a specific grants body project liaison officer for this project. Council also applied for, and was granted, an extension to the timeframe for the submission of the grant application until 30 June 2021. On 15 December, Council resolved to award an Early Contractor Involvement contract for the delivery of works required, up to the submission of the Flinders Island Marine Access and Safe Harbour Project grant application, to the Bachelor Construction Group Pty. Ltd. (BCG). Council Officers have met with BCG and work has commenced.	Work is continuing with EOI Contractor Batchelors and specialist marine engineers, geologists and technicians to establish sufficient information to submit a viable application to the funding body. Also continuing to liaise with TasPorts re risk elements identified whilst keeping State and Federal members updated.	Safe Harbour funding application submitted to Community Development Grants on 21.06.21. Stakeholders and Community notified via personal advice, phone call, Briefing Paper transmission, Council Website, Facebook and Island News.	In progress	Project facilitated.
AP1920-20	Revise Council's Priority Projects list with research and supporting detail to enable effective lobbying for funding sources.	4.1.1 Strategic, Efficient and Effective Organisation - Remain actively engaged with internal and external stakeholders providing regional leadership - The Furneaux Islands' unique circumstances, isolated community and specific financial needs are understood by key external stakeholders.		Council developed a draft Priority Projects list at a workshop 28 October. Staff have been tasked will preparing background papers on each project for further review and discussion early 2021.	Following Councilor discussion at the February 2021 Workshop, the draft list of six Priority Projects from October 2020 was reduced to a final list of three: • Hot Rot Machine – 2 small machines • Veterinary facility for the Furneaux Group • Reconstruct and seal Palana Road then transfer ownership to the State Government extending the current state road to form the main transport backbone for Flinders Island. The background paper on Palana Road has been finalised and the papers on the veterinary facility and the Hot Rot machine are under development. This information has been sent to Michelle O'Byrne, Michael Ferguson and Northern Tasmanian Development Corporation ahead of the coming election.	Matter further discussed at workshop of 1 June 2021 and resultant Agenda Item considered at the Council Meeting of 15 June 2021. At that meeting item 19.1, the revised recommended Priority Projects were carried unanimously in motion 112.6.2021.	Complete	Revised Priority Projects list developed.
AP1920-21	Improve records management procedures and standards in relation to PropertyWise system (rates and building software).	4.3.2 Strategic, Efficient and Effective Organisation - Ensure Council meets its statutory obligations and manages corporate and community risk - Requirements of the Archives Act 1983 substantially complied with through improved records management processes.	Not yet commenced.	Not yet commenced. This is not likely to be conducted this year, due to a risk review currently being conducted on our IT systems and the cloud platform.	This will not be conducted this year until the IT system cloud platform has been fully reviewed.	This will not be conducted this year until the IT system cloud platform has been fully reviewed.	Not started	PropertyWise system updated by end of second quarter.



		SP Ref No.	Strategic Output	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Reportable Issues	Status	Key Performance Indicator
AP1920-23	Advance the completion of the Flinders Planning Scheme.	4.3.10	Strategic, Efficient and Effective Organisation - Ensure Council meets its statutory obligations and manages corporate and community risk - Flinders Planning Scheme.	Work is progressing with consultant Strategic (Town) Planner and Tasmania Planning Commission.	Work continues to progress with pleasing results around timeframes and responses from Tasmania Planning Commission.	Responses to Tas Planning Commission comments adopted at the March Council meeting and submitted. Further queries to be actioned but envisage that exhibition period will commence within the next quarter.	Exhibition period approved by Tasmania Planning Commission to be 2 June until 2 August. Multiple consultation sessions conducted with Community over a series of media and locations. Project will roll over to next period.		In progress	New Flinders Planning Scheme progressed.
AP1920-31	Waste at Whitemark Landfill site - Scrap steel, electronic waste and white goods baling. (refer Briefing Paper AP1920-31)	2.3.1	Infrastructure and Services - Minimise environmental and health risks from waste collection and disposal and maximise opportunities to reduce, reuse or recycle resources - Waste Management Strategy implemented.	Scrap baling to take place in 3rd quarter along side cell construction.	Scrap baling to take place in 3rd quarter along side cell construction.	No scrap baling was undertaken in the 3rd quarter.	Aluminium can baling was done in April.		At Risk	Waste baled.
AP 2021 - 1	Deliver four School Holiday Programs in partnership with stakeholders.	1.2.1	Population Growth - Increase "the working age" population - Services and activities for young people that also aim to attract and retain young families to the Islands.	Winter Program of activities - Games Day, Glow in the Dark Disco, Rollerblading at Emita Hall. 109 registrations	Spring program of activities had a focus on recycling: Tip Shop Textiles - artwork & mural created for Strait Works gallery exhibition, supporting the Seaside Scavenge community event; Marshall Bay Beach Clean up; Found Object Creations; and Flinders Island Aboriginal Association Inc (FIAAI) held Laser Tag with Lynden event at Lady Barron.	Partnered with Parks & Wildlife Service for the Discovery Ranger Program and Mountain Biking Flinders Island for the Bluff Track Ride. 'Making Noise with Dr Fred' workshop with Fred Pribac who was a visiting performer with the Furneaux Islands Festival. Assisted with promotion for "Wombat Story Time" for the Whitemark Library. For the high school students, we organised Emergency First Aid Training with St Johns Ambulance. Six secondary students took up this opportunity to receive their certificate.	Easter Bonnet Making Workshop at Furneaux Arts & Entertainment Centre FAEC - to support Lady Barron Hall Committee Easter Event. Movie Day at the FAEC - "Trolls on World Tour" two sessions of Roller Disco at Emita Hall.		Complete	Four School Holiday Programs delivered and reported quarterly.
AP 2021 - 2	Engage with community groups to deliver the Furneaux Islands Festival program of economic, community, collective events.	5.2.1	Liveability - Support activities that foster social engagement and emotional wellbeing and provide opportunities for creative expression - Arts and cultural activities are encouraged and supported.	Zoom Meeting with Flinders Island Aboriginal Association Inc. (FIAAI) to discuss 2021 Festival. Sammi met with Toni Wood to discuss initial planning.	Planning for Furneaux Islands Festival continuing with a local focus: Twilight Market Street Party; Flinders Island Aboriginal Association Inc. (FIAAI) BBQ; Ronnie Summers Tribute; and Storytelling Sessions at Flinders Island Sports Club.	Delivered the Furneaux Islands Festival in partnership with FIAAI. 533 people attended the Friday night Twilight Market, 321 attended the Community BBQ Day in FIAAI Park. A wonderful and successful weekend with positive community feedback.	Scoping available grants and performers for 2022 event.		Complete	Furneaux Islands Festival Program delivered.
AP 2021 - 3	Community education program to sort waste and improve the accessibility and safety of the Whitemark Tip and Transfer Stations.	2.3.1	Infrastructure and Services - Minimise environmental and health risks from waste collection and disposal and maximise opportunities to reduce, reuse or recycle resources - Waste Management Strategy implemented.	Community Waste Survey - initial survey results presented to Council. Composting flyer distributed to community via Social Media. Exploring Terracycle program for community program.	Began work on Council Waste Strategy, continuing with community consultation, and set up Council Office composting system. Ongoing support and promotion of Cash 4 Cans initiative of Flinders Island District High School. Administration of Flinders Island WOW (War on Waste) facebook page.	Community feedback received and Council Draft Waste Strategy revised. Still on table. Whitemark Tip and Transfer Station upgrade to begin in June - community education program not started by end of second quarter. Will start when upgrades are complete.	Waste Audit of Whitemark Landfill and Transfer Stations in partnership with Northern Waste Management Group and Just Waste. Report to Council due late July. Continue to post on Social Media (Flinders Island WOW) Continue promoting and facilitating Cash 4 Cans project in partnership with Flinders Island District High School.		At Risk	Education program delivered by end of second quarter.
AP 2021 - 4	Complete the 2020-30 Flinders Council Strategic Plan, and the Long-term Financial and Asset Management Plans and Policies.	4.3.1	Strategic, Efficient and Effective Organisation - Ensure Council meets its statutory obligations and manages corporate and community risk - All legislative and regulatory compliance related to Council activities met.	There has been ongoing development of the Strategic Plan via council workshops and community consultation. The first draft of the Plan will be completed in the next quarter and made available for public consultation. The Long-term Financial and Asset Management Plans and Policies will follow on for completion in the first half of next year.	The first draft of the Strategic Plan was made available for public comment from 15 October to 2 November 2020. All feedback received was incorporated into the final draft of the Flinders Council 2021 - 2031 Strategic Plan, which was adopted by Council on 15 December. The Long-term Financial and Asset Management Plans and Policies will follow on for completion in the first half of next year.	The Long-term Financial and Asset Management Plans and Policies are on track for completion by 30 June 2021.	At the Special Council meeting of 28 June, 2021, the remaining Long-Term Financial and Asset Management Plans, Strategies and Policy were unanimously endorsed, thus completing this Action Item.		Complete	Plans and policies completed.



SP Ref No.	Strategic Output	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Reportable Issues	Status	Key Performance Indicator	
AP 2021 - 5	Apply for minor project funding under the Local Roads and Community Infrastructure (LRCI) Grant Program and execute projects.	2.5.1	Infrastructure and Services - Infrastructure services that are appropriate for island conditions, are sustainable and are accepted and valued by the local community.	Review of works required has been undertaken and grant application is scheduled to be submitted mid October 2020.	LRCI Grant for \$298k has been approved in December 2020. Scoping works will commence in January 2021.	Scoping works have been completed, and the deadline for completion of 30 June 2021 will not be achieved due to the inability of contractors to complete the jobs. We are in the process of writing to the Grant Body to advise of the issues relating to the delays. Some estimated costs are at risk of exceeding budget and will need to be reviewed for Grant variation.	At Year End 30 June 2020, the balance of incomplete works will be carried into Year 2021/2022 for completion. The grant body has been notified.	At Risk	Funding awarded and projects completed.
AP 2021 - 6	Engage an external consultant to assess the long-term sustainability of the road network and identify priorities for improvement.	2.5.1	Infrastructure and Services - Infrastructure services that are appropriate for island conditions, are sustainable and are accepted and valued by the local community.	Consultant has been scheduled for initial visit 21 and 22 October 2020.	Consultant has visited and reviewed the roads on the Island. Awaiting quotation from consultant to provide a general report assessing the overall findings from his visit.	Scope of consultants work has been amended to aid the review of the Long Term Asset Management Plan, to establish the future requirements of roads. Work is in progress.	Further works with the consultant around the Roads Asset Management will be conducted in year 2021/2022 after the Year end Audit has been concluded.	In progress	Report completed.
AP 2021 - 7	Develop a council land strategy.	1.1.2	Population Growth - Increase supply of affordable housing - A strategy and action plan that identifies affordable housing options.	Map book of available council land and Crown land developed. To be workshopped with Council.	Focus on single parcel of land at this point - Whitemark Tennis Courts. Mapbook to form basis of land considerations on each merit, not treated as a whole.	Whitemark tennis court project continues. Expressions of interest to be advertised in next quarter.	Expressions of Interest for Whitemark Tennis Court land closed within the period. Scrutiny of the EOIs received will be conducted in the following period.	In progress	Strategy completed.
AP 2021 - 8	Demonstrated commitment and improvement to a culture of safety across Council.	4.3.8	Strategic, Efficient and Effective Organisation - Ensure Council meets its statutory obligations and manages corporate and community risk - Appropriate plans and available resources in place to where possible mitigate and respond to identified risks and incidents.	Developing an ongoing system of continuous improvement in regards to safety by looking for improvements in everything we do. The incident reporting process has been updated and improved with the General Manager being the end sign off on all incidents. collaboration with King Island Council on their safety system has led to Council's Safety Officer utilising a software package to provide regular safety training and education to Depot staff. Personal Protective Equipment has been updated. A culture of safety is being driven by the General Manager being present at safety meetings and having safety as an agenda item at all staff meetings.	Council's Safety Officer has introduced a series of monthly ongoing safety training modules for Works staff. A review of the Airport Job Safe Operational Procedures (JSOPs) is being undertaken. These will be vetted and approved by the General Manager. All incidents are assessed at monthly Work Health and Safety meetings and the General Manager to ensure continued safety improvement.	Initial discussion held with Council's new Manager of Infrastructure and Airports. Some time is required for him to review and assess the safety standards and systems of Council. Discussions with King Island General Manager re sharing safety documentation up to and including an entire Risk Management Framework.	With a continuing focus on driving safety in the workplace, the safety incident comparison with last financial year might initially appear disappointing. However, part of the safety focus is based on encouraging reporting of incidents and near misses. This ensures continuous improvement and early identification of potential hazards. Incidents reported are utilised as learning experiences and often form the basis of training presentations. A further focus of safety this year has been a monthly Training schedule, enhanced maintenance process, improved communication with staff and stakeholders, Service Request oversight and an improved investigation of incidents and accidents process. Although an ongoing process, the improvement to Council's safety culture is continuing and receiving greater uptake with the strong focus of Council's Infrastructure and Airport Manager.	In progress	Reduction in safety incidents.
AP 2021 - 9	Recognising the unique requirements of the Furneaux Group, coordinate an integrated municipal response to the global pandemic, providing evidence-based solutions that mitigate risk.	4.3.8	Strategic, Efficient and Effective Organisation - Ensure Council meets its statutory obligations and manages corporate and community risk - Appropriate plans and available resources in place to where possible mitigate and respond to identified risks and incidents.	The General Manager has assumed the role of Municipal Emergency Management (MEM) Coordinator and instituted Executive MEM Committee meetings to provide for rapid response to emerging issues. Developed relationships at regional and state level and with King Island Council to expedite issue resolution. Developed an Emergency Management Plan for an on-island government quarantine facility; quarantine processes and procedures at the Airport; and instituted Airport Emergency Management meetings with Airport staff, Tasmania Police, Biosecurity staff and Parks and Wildlife staff.	Continuing to monitor the ever changing situation, meeting and providing advice, liaising with stakeholders as required and disseminating issues via Emergency Management channels, to ensure best practical processes are in place for the Community.	Continuing to engage with EM and recovery stakeholders on an as needs basis. Currently focussed on disseminating State messaging around airport mask wearing, social distancing and management of travellers from hot spots as they are identified. Of note during this quarter, was a very positive and international response to localised social distancing messaging utilising wombats and wallabies as distance measures.	Council continues to collaborate with our local and Regional EM stakeholders and adapt to the ever-changing nature of COVID-19 outbreaks and hot spot notifications. In the early part of the quarter this revolved around appropriate and accurate immunisation message dissemination. An incident later in the quarter was identified whereby policy and procedure had not kept pace with the rapid changes of hot spot declarations whilst passengers are in transit. A subsequent meeting of the Flinders MEMC Executive established interim plans and forwarded the issue through to Regional EM channels for Policy amendments. WEBEOC Task ID 14532 refers.	In progress	Risks mitigated.



SP Ref  
No.

Strategic Output

Quarter 1

Quarter 2

Quarter 3

Quarter 4

Reportable Issues

Status

Key Performance  
Indicator

**MAJOR CAPITAL PROJECTS IN THE BUDGET ESTIMATE:**

AP2021-11	Roads - Resheeting - 11.9km (\$180,000); Roads include: Palana, West End, Fairhaven, Five Mile Jim, Melrose, Lees, Boat Harbour, Killiecrankie, Memana, Trousers Point, Cameron Inlet, Conways, Badger Corner and Coast. Distances on roads will vary.	2.5.1	Infrastructure and Services - Infrastructure services that are appropriate for island conditions, are sustainable and are accepted and valued by the local community.	No resheeting has been done yet. This program will take place within the next three quarters.	Resheeting for this quarter has been on Trousers Point and Coast Roads. Further resheeting will take place in 3rd and 4th quarters.	No gravel road resheeting was undertaken in the 3rd quarter. The resheeting is programmed for the 4th quarter.	Completed.		Complete	Works completed.
AP2021-12	Roads - Resealing 2.9km (\$113,000). Roads include: Memana 1.9km, Munro Place, James Court, Esplanade (W/M), Moonbird St and Vinegar Hill St.	2.5.1	Infrastructure and Services - Infrastructure services that are appropriate for island conditions, are sustainable and are accepted and valued by the local community.	A Request for Tender (RFT) for the purchase of bitumen has been advertised and will close and be awarded by 29/10/20. Sealing will take place in 3rd quarter.	The tender for 126,000 litres of bitumen was awarded to SAMI Bitumen Technologies. Road resealing will commence in February 2021.	Resealing on Memana Rd, Munro Pl, James Cr, and The Esplanade completed.	Completed excluding Moonbird St and Vinegar Hill Rd due to damaged bitumen tank that had to be returned to Victoria to be repaired and wasn't sent back to Flinders Island until it was too late to undertake further bitumen spraying due to low daytime temperatures. Projects will be completed in 2021-22 financial year.		In progress	Works completed.
AP2021-13	Roads - Reconstruction 1km (\$180,000). Memana Road 0.7km, and Lackrana Road 0.3km.	2.5.1	Infrastructure and Services - Infrastructure services that are appropriate for island conditions, are sustainable and are accepted and valued by the local community.	A Request for Tender (RFT) for the stabilisation of roads has been advertised and will close and be awarded by 29/10/20. Road reconstruction will take place in 3rd quarter.	The tender for road stabilisation was awarded to Hiways Stabilizers Australia and will commence in February 2021.	Reconstruction of Memana Rd and Lackrana Rd completed.	Completed.		Complete	Works completed.
AP2021-14	Roads - Footpaths (\$20,000). Replacement of cracked areas, mainly at Whitemark.	2.5.1	Infrastructure and Services - Infrastructure services that are appropriate for island conditions, are sustainable and are accepted and valued by the local community.	Not yet commenced.	Replacement of cracked areas of footpath will take place in either 3rd or 4th quarter.	Not commenced.	Work was not undertaken due to lack of staff.		Not started	Works completed.
AP2021-15	Roads - Bridges (\$35,000) Two bridge rail guard replacements on Lees Road and Conways Road.	2.5.1	Infrastructure and Services - Infrastructure services that are appropriate for island conditions, are sustainable and are accepted and valued by the local community.	Not yet commenced. Railing to be ordered next quarter and installed in 3rd and 4th quarter.	Railing has been ordered and will be installed in 3rd and 4th quarter.	Not commenced.	In progress.		Not started	Works completed.
AP2021-16	Waste - Building 1/3 of Cell #1 at Whitemark tip (\$100,000).	2.3.1	Infrastructure and Services - Minimise environmental and health risks from waste collection and disposal and maximise opportunities to reduce, reuse or recycle resources - Waste Management Strategy implemented.	Plans put forward to the Environmental Protection Agency (EPA) for construction of the cell and leachate management have been deemed compliant. Construction of the leachate drainage system is expected to commence next quarter with the cell construction to take place in the 3rd and 4th quarter when weather conditions are more favourable.	Construction of leachate drainage will now take place in conjunction with cell construction and earthworks for waste sorting bays and access road re-design in the 3rd and 4th quarters.	Building of the waste cell will not be completed before 30 June, due to limited resources. EPA has been advised of the delay in the cell build. At present, the estimated time for completion is December 2021.	At Year End 30 June 2020, the balance of incomplete works will be carried into Year 2021/2022 for completion. The grant body has been notified.		At Risk	Works completed.
AP2021-17	Waste - Build new shed and sorting bays for baler functionality at Whitemark Tip Landfill site (\$50,000). As part of the program to sort waste and improve the accessibility and safety of the Whitemark Tip and Transfer Stations.	2.3.1	Infrastructure and Services - Minimise environmental and health risks from waste collection and disposal and maximise opportunities to reduce, reuse or recycle resources - Waste Management Strategy implemented.	Shed work will not commence until grant for waste work has been approved.	Local Road and Community Infrastructure Grant was approved in December 2020. Scoping works are due to begin in January 2021.	Shed will not be completed before year end, due to the delays in the construction of the Waste retainer wall. At present only at design stage.	At Year End 30 June 2020, the balance of incomplete works will be carried into Year 2021/2022 for completion. The grant body has been notified.		At Risk	Works completed by end of second quarter.