

2018 STRATEGIC PLAN ACTION LIST

Using the Strength, Weakness, Opportunity, and Threat (SWOT) analysis framework and guided discussion, a list of actions was developed to explore the key activities that need to be performed when preparing the formal Strategic Plan.

Strategic Focus		Objectives	Owner	Year
Plan	Sets strategic direction and program focus	Develop and implement a Strategic Plan and sets goals and objectives that lead toward successful execution of a long term strategy.	CoM	2019
		Develop and implement an annual Business Plan that sets out key performance indicators (KPIs).	CoM	2019
		Develop and implement a Volunteer Presenter Strategy	CoM	2020 – 2023
		Develop and implement a project aimed at identifying and analyzing the listener profile and needs that can be used for program development.	Project Manager	2020 – 2021
		Develop and implement a project aimed at identifying and analyzing Stakeholders.	Project Manager	2021
		Develop and implement a Membership Strategy	CoM	2020 – 2021
		Conduct a Risk Analysis and implement a Risk Management Matrix to mitigate organisational risks.	Project Manager	2019
		Audit existing equipment, analyse and develop an Asset Management Plan that allows for a rolling replacement strategy in line with the strategic planning cycle.	Project Manager	2019 – 2021
Direct	Sets the tone, manages accountabilities and drives improvement	Review the current Training Program as part of continuous improvement and with a view to identifying other possible income streams for the organisation.	CoM	2020 – 2023
		Review the AGM Cycle with the intent to align with future Strategic Planning cycle.	CoM	2019
		Pursue appropriate new business opportunities, including all levels of government funding and grant programs and with an aim to develop alternative income	CoM	2019 – 2023

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		streams such as local fee for service possibilities.		
Oversee	Monitors and oversees the operations of the organisation	Review and refine the range of organisational policies and procedures as part of continuous improvement.	CoM	2019 – 2023
		Maintain, grow or replace existing programs or operations to ensure they contribute to organisational goals and financial wellbeing.	Project Manager	2019 – 2023
		Map existing programs to achieve the organisation's goals, to ensure it is well-positioned to retain key services in the future and that all services delivered demonstrate an acceptable level of financial performance.	Project Manager	2019 – 2023
		Develop and implement a rewards and recognition strategy across the organisation.	CoM	2021 – 2023
		Implement a project management framework to monitor and evaluate all current/future projects.	Project Manager	2019 – 2020
		Oversee the development and implementation of the budget and monitor performance against it with a view to expand alternative income stream options.	CoM	2019
Engage	Engages with broad range of stakeholders for the benefit of the organisation	Consult with members, volunteer presenters and key stakeholders in the development and embedding of new mission, vision and value statements.	Project Manager	2019
		Develop and implement a Communications and Marketing Strategy	Project Manager	2019 – 2021
		Develop and implement a project aimed at identifying and analyzing Stakeholders.	Project Manager	2019 – 2020
Support	Provides assistance and guidance to management	Review and develop a strategy for the implementation of a CoM Induction, Code of Conduct, and Position Descriptions.	CoM	2019 – 2020

PLENTY VALLEY FM



Strategic Focus		Objectives	Owner	Year
		Develop and implement a Base Level Competency For CoM to map out the professional development requirements.	CoM	2020 – 2022
		Conduct Skills Audit of CoM members, and then roll out to members, and volunteer presenters with the intention of identifying internal capabilities and capacity.	CoM	2020 – 2022
		Develop and implement a succession plan for CoM members	CoM	2019 – 2023