

Annual Plan 2022/2023

Progress Report – Q1

Hepburn Shire - an inclusive rural community located in Dja Dja Wurrung country where all people are valued, partnerships are fostered, environment is protected, diversity supported, and innovation embraced.

Our five focus areas:



STATUS

- On Track
- Progress Delayed
- Completed
- Not Started
- Cancelled

A resilient, sustainable and protected environment

A responsive, adaptive, and resilient community that addresses climate change and biodiversity.

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.1	Vehicle Charging Stations: Partner with Hepburn Energy and Chargefox to install three electric charging stations in Creswick, Hepburn Springs and Trentham.	Waste, Facilities and Community Safety	01/01/2023	Sites have been scoped, and site specific requirements are being prepared. Charging units are ready to be delivered with installation scheduled for November.	
AP23.2	Sustainable Hepburn: Develop and implement the 'Sustainable Hepburn Strategy' to align waste, sustainability and biodiversity strategies. This includes \$150,000 for Waste initiatives and \$75,000 for Sustainability initiatives.	Waste, Facilities and Community Safety	01/06/2023	The Sustainable Hepburn Strategy has been adopted and is kicking off with a planned Sustainable Hepburn Expo Day on 29th October. The day will include a traditional Welcome to Country and smoking ceremony and a series of free workshops and activities for the whole family.	

STATUS



On Track



Progress Delayed



Completed






Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.3	Destination Management Plan: Partner with DMT to develop a regional destination management plan which will include local tourism action plans to ensure community needs are understood and addressed.	Economic Development and Recreation	01/06/2023	Through July and August council officers continued to attend regular briefings with Daylesford Macedon Tourism (DMT). In September, funding was received from the Victorian Government to develop the Destination Management Plan, with the process to start with businesses in the community. A local area action plan was identified as a key first step with the final goal to be a ten-year vision for the region and identification of where government investment is needed and where private investment can be most effective.	
AP23.4	Linking sustainability and public health: Develop a MOU with Central Highland Rural Health to ensure a collaborative approach to resource management and community messaging regarding the link between sustainability and public health.	Community Life	01/06/2023	Memorandum of Understanding developed and signed by Central Highlands Rural Health and Hepburn Shire Council. The collaborative partnership continues in the implementation of the Hepburn Shire Council Municipal Health and Wellbeing Plan and the Central Highlands Rural Health Population Health Plan.	
AP23.5	Flora and Fauna Assessment: Conduct a biodiversity assessment as part of the Creswick Structure Plan.	Strategic Planning	01/09/2022	Site inspections and mapping of areas for Creswick biodiversity assessment are progressing. Biodiversity information gathered as part of this project provided as an input to Creswick Bushfire Assessment being prepared by Practical Ecology. Both projects inform the Creswick Structure Plan	

STATUS



On Track



Progress Delayed



Completed






Not Started



Cancelled

A healthy, supported and empowered community

A community that values connection, supports diversity, health, and wellbeing, and is inclusive of all people and their needs

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.6	Affordable long-term housing: Advocate for involvement in the Victorian State Government's Big Housing Build Program.	Strategic Planning	01/06/2023	Consultants have been appointed to assist in the preparation of the Hepburn Affordable Housing Strategy and Action Plan. Project planning workshop were held in September involving community representatives. Engagement with Homes Victoria continues on opportunities to attract funding for affordable housing projects in Hepburn Shire in response to demonstrated need.	
AP23.7	Trentham Community Hub: Continue constructing the new multi-purpose community facility, featuring the new library and Council Customer Services.	Projects	01/06/2023	Construction of the Community Hub is well underway, with some delays from poor state of existing Mechanics Institute. Expected completion date is now late 2023.	
AP23.8	Disability Access Inclusion Plan: Develop and adopt a new plan.	Community Life	01/12/2022	The Disability Advisory Committee and other key stakeholders continue to develop the Disability Access and Inclusion Plan and is currently at community engagement phase. Feedback is being captured through Participate Hepburn webpage and with internal and external working groups.	

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On Track



Progress Delayed



Completed






Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.9	Aquatics Strategy Implementation: Undertake further detailed investigation and development of a feasibility Study and Business Case for Indoor Aquatics Provision.	Economic Development and Recreation	01/06/2023	The Indoor Aquatics Provision Feasibility Study and Business Case project planning, development of specifications and the engagement of a consultant to assist in the study was delivered this quarter, ready for its commencement in October.	
AP23.10	Walking and Cycling Strategy: Develop and adopt a Walking and Cycling Strategy.	Economic Development and Recreation	01/06/2023	In July, Council applied for funds under the Victorian Government's Local Sports Infrastructure Funding Program for the development of the Hepburn Shire Council Walking and Cycling Strategy. The Victorian Government's funding outcomes announcement is anticipated for October 2022.	
AP23.11	Creating a circular food economy in the Hepburn Shire: Partner with local organisations to increase access to healthy and affordable food.	Community Life	01/06/2023	Council is supporting and working with Health Futures Australia and their Young Growers and Healthy Kids' Lunches Programs which are designed to create a circular food economy. Support is also provided by Council's Community Grants Program to local organisations to increase access to healthy and affordable food.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.12	Improved mental wellbeing within the community: Establish a mental health support network for organisations that have a focus on mental health support and referral processes throughout the Hepburn region	Community Life	01/06/2023	Preliminary planning is underway for the development of a shire-wide Mental Health Network in March 2023.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Embracing our past and planning for the future

We acknowledge and empower the Traditional Owners and other cultures of our area to protect our historical roots while planning for future generations.

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.13	COVID Stimulus Infrastructure Projects: Continue to deliver key stimulus funded projects including, Bullarto Station Tourist Precinct, Creswick Town Hall and Wombat Hill Botanical Gardens	Projects	01/06/2023	Range of projects mostly on track, although some delays experienced due to construction industry challenges.	
AP23.14	Reconciliation Action Plan: Develop and adopt a Reconciliation Action Plan.	Community Life	01/12/2022	A new Reconciliation Committee has been appointed and it's first meeting held. The development of the second Reconciliation Action Plan has been delayed and is expected to commence in December 2022.	
AP23.15	UNESCO Goldfields World Heritage: Partner with other Council's to advocate for UNESCO World Heritage Listing of the Central Victorian Goldfields.	Economic Development and Recreation	01/06/2023	In July a letter signed by 13 Council Mayors was sent to all relevant government Ministers seeking funds from Regional Development Victoria to make an application to the Commonwealth for a tentative World Heritage listing and a region-wide World Heritage sustainable tourism investment masterplan. Council continues to represent the Shire by attending partner briefings.	

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Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.16	Strategic Planning Work Program: Implement year 2 of council program of strategic planning work to be delivered in accordance with financial budget allocations, including continued work on Creswick Structure Plan and commencement of Trentham Structure Plan.	Strategic Planning	01/06/2023	Background studies are progressing and will inform the development of draft structure plans, including Land Capacity & Demand Assessment, Separation Buffers, Biodiversity (shire-wide), Bushfire (Creswick) and Heritage (Creswick). Community engagement preparations are underway for future structure plans for Trentham, Glenlyon, Clunes and Daylesford-Hepburn Springs.	
AP23.17	Hammon Park Trailhead, Creswick - Construct: Complete construction of the Trailhead at Hammon Park in Creswick	Projects	01/03/2023	Construction of the trailhead at Hammon Park is well underway, despite weather and flooding impacts. Completion is expected at the end of 2022.	
AP23.18	Trentham Sportsground Pavilion - Construct: Complete construction of the pavilion and change facilities.	Projects	01/12/2022	Construction is well underway, with some delays in completion date due to construction sector challenges. Completion expected early 2023.	

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Progress Delayed



Completed



Not Started



Cancelled

Diverse economy and opportunities

Our community is enhanced by a diverse and resilient economy that supports local aspirations through opportunity.

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.19	Youth "ACE" Strategy 2021-2025 Implementation: Implement Youth Strategy to support the delivery and opportunities to young people in the Shire.	Community Life	01/06/2023	The Youth led Ace Youth Strategy has been developed and launched at a Youth event in October 2022. An annual action plan has been developed and is being implemented. Examples of implementation include: Implementation of youth programs (Hip Hop, Queer Book Club, School Holiday activities, Art workshops, FReeZA); Partnered and organised Youth Events (Music at the Hepburn Springs Sound Shell; Wear it Purple day; Skate Comps; and coordinated and facilitated the Hepburn Engaging Youth Network.	
AP23.20	Key Projects Advocacy: Continued advocacy for State and Federal Government funding of Councils key projects identified in the HSC Advocacy Statement.	Grants and Corporate Reporting	01/06/2023	Council continues to engage with governments to advocate for investment. In September, our key priorities were communicated to the current sitting members and standing members for Ripon and Macedon electorates in the lead up to the Victorian State Election in November. During this period Council continued its efforts to secure the inclusion of Mountain Biking in the Commonwealth Games with Creswick Trails being the host site.	

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Not Started



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Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.21	Hepburn Shire Traineeships Program: Creation of new traineeship opportunities within Council.	Culture and Performance	01/06/2023	Four traineeship roles allocated and budgeted, three remain vacant due to low interest and will be readvertised. One traineeship role commences in early November.	
AP23.22	Artisan Agriculture: Finalise the pilot project of the Artisan Agriculture Project to support producers more broadly.	Economic Development and Recreation	01/02/2023	Recommendations for the development of a Central Highlands Food Hub Network is still under investigation after co design workshop on food hubs was held in July. Project Advisory Group meeting held and an external evaluator was appointed. Through August consultations continued around developing an online hub to connect artisan agriculture producers and highlight experiences in the region. Milestone meetings held with Agriculture Victoria.	

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AP23.23	Attraction of significant events: Advocacy and attraction of significant events that align with Council's Event Strategy.	Economic Development and Recreation	01/10/2022	<p>The inaugural Borealis on the Lake opened on 15 July and operated 4 nights a week for 8 weeks. The installation on Lake Daylesford was a re-creation of the Northern Lights and attracted over 35,000 people, generating approximately \$6.8M for the local economy.</p> <p>Winter Sounds a weekend of performances by Australian musicians held in heritage spaces attracted 1200 plus people. 81% of attendees from outside the region stayed in paid accommodation and average stay of 2 nights.</p> <p>In August a video was released to advocate to bring Mountain Biking to Creswick for the 2026 Commonwealth Games.</p>	
AP23.24	Circular Economy Officer: Employment of a Circular Economy officer to investigate and drive investment in circular economy initiatives relevant to the Shire.	Waste, Facilities and Community Safety	01/09/2022	The Circular Economy Officer role is being developed in consultation with our neighbouring Councils. Recruitment is scheduled to commence in November.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

A dynamic and responsive Council

Council and the community partner to achieve their aspirations through excellent communication and engagement, the delivery of effective services, strong financial management, and governance.

Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.25	Western Victoria Transmission Network Project: Continue to work in partnership with the community in support of their opposition to AusNet's 24ha terminal station location and the above ground transmission lines.	Strategic Planning	01/06/2023	Council continuing to engage with AusNet, Department of Environment, Land, Water & Planning, other agencies and partner councils on drafting of the Environmental Effects Statement for the Western Renewables Link project, due to be submitted to the Minister for Planning late 2022. Monthly Council-Community meetings continue with Council requiring AusNet to provide regular updates on ongoing and emerging project issues. Submissions lodged for the VNI West Regulatory Investment Test for Infrastructure (AEMO) and VicGrid's preliminary design of the Victorian Transmission Investment Framework.	
AP23.26	Customer Service Strategy Development: Develop and adopt a whole of Council Customer Service Strategy and Charter.	Culture and Performance	01/10/2022	Consultant engaged and staff consultation has occurred with the draft strategy produced and undergone consultative process. Document is ready for the Executive team consideration.	

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Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.27	Governance Rules Review: Undertake review of Governance and Risk rules to ensure compliance with the Local Government Act 2020.	Governance and Risk	01/10/2022	Council reviewed its Governance Rules and undertook public consultation during July 2022. The Rules were updated to embed arrangements for virtual and hybrid Council Meetings that had become common practice during COVID-19 along with some minor administrative amendments. The Rules were adopted at the Ordinary Meeting of Council on 16 August 2022.	
AP23.28	Community Engagement Staff Training Program: Deliver a Community Engagement training program for staff.	Engagement Specialist	01/06/2023	In September 2022 thirty Council Officers participated in Community Engagement Training, with engagement experts MosaicLab. MosaicLab utilised our Community Engagement Policy, Matrix, and other tools so that the training delivered supported the professional development needs of our staff and organisation. An ongoing program is currently under development that will continue to build the capacity, confidence and skills of staff to deliver quality community engagement activities.	

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Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.29	ICT Transformation Project: Implementation of the ICT Strategy.	ICT	01/06/2023	The ICT Strategy and Roadmap is being finalised and will be presented to Councillors at a November 2022 briefing prior to finalisation and adoption. Core activities including Disaster Recovery works are continuing and a number of security upgrades have already been completed.	
AP23.30	Review of Council Services and Programs: Providing options to Councillors for undertaking service reviews of programs, and services offered by Council.	Grants and Corporate Reporting	01/04/2023	Initial service review of programs and services offered by Council to commence October 2022. Report will be presented to Councillors for consideration in December 2022.	
AP23.31	Employer Value Proposition: Develop Employer Value Proposition and tools to market HSC more effectively as an employer.	Culture and Performance	01/03/2023	Some early data obtained and analysis completed.	
AP23.32	Daylesford Community Facilities and Staff Accommodation: Planning and scoping of Daylesford Community facilities and staff accommodation options.	Waste, Facilities and Community Safety	01/06/2023	The project to review short term accommodation requirements including minor improvement and interim team locations is underway. The investigation of longer-term community facilities and staff accommodation options is yet to commence, however it is a key priority of staff now the REX site is to be sold.	

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Action Code	Strategic Action	Business Unit	Due Date	Comments	Status
AP23.33	Asset Condition Assessments: Undertake building condition assessment on Council owned facilities.	Operations	01/06/2023	Procurement for the nominated assessor has now been finalised with the consultant expected to commence the building condition assessments in November 2022.	
AP23.34	Gender Equity Action Plan: Implement 2022-23 actions detailed in the Gender Equity Action Plan.	Culture and Performance	01/06/2023	The Gender Equity Action Plan has been created. Actions delivered on this plan include; implementing anonymous online reporting; conducted respectful behaviours training to staff; recruitment process and recruitment panel review; and a mentoring program established.	

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