Legend:

Completed	In progress and on track	In progress and delayed	Not yet due to start	Not yet started and delayed

	Project Name	Description	Budget - 2020/2021	Target Completion Date	Business Unit	September Status Comments	
COMMUNITY INFRASTRUCTURE	Trentham Community Hub	Complete detailed design of the new Trentham Community Hub at the site of the Trentham Mechanics Institute and continue advocacy for government funding.	\$207,000	June 2021	Major Projects	Community consultation on draft concept design undertaken in August. Recommendations on scope to be presented to Council in December prior to progressing with detailed design.	
QUALITY COMMUNITY IN	Hepburn Hub at the Rex	Complete construction of the Hepburn Hub at The Rex to deliver improved community spaces.	Carry- forward + \$3.012M	May 2021	Major Projects	Resolution of Stage 1 Early Works progressing with an estimated completion date in December 2020. Amendment of existing planning permit forecast completion in December 2020. Tender for Stage 2 Building Works awarded by Council with an estimated start in January 2021 and end date in June 2021.	

Clunes Town HallComplete construction of Clunes Town Hall and Court House Remedial Works (Stage A)Carry- forwardDecember 2020Manager Environment and WasteConstruction progressing well. Additional is expected on facade due to minor structure issues and soft mouldings, not visible prior paint removal. Contractor to provide revis projected completion date and quotation execution of works.

Program of selected roads throughout the Shire. • Old Ballarat Road, Daylesford – This project is currently under construction and is expected to be finalised in December 2020.	
 Creswick Lawrence Rd, Allendale – Thi contract is ready for award, awaiting grant funding sign-off to commence construction. 	
 Daylesford Clunes Rd, Smeaton - This project is currently having detailed design competed and is expected to b advertised for tender in October 2020 	
 Clunes Campbelltown Rd /Clunes Mt Cameron Road Intersection – This intersection is currently having detailed design completed. 	

	Gravel Resheeting Program	Undertake 13 kilometres of gravel resheeting of roads across the Shire.	\$433,000	March 2021	Operations	Councils 2020/21 Gravel Road Resheeting program is expected to commence in October 2020 and will be finalised in December 2020.	
-	Creswick Fountain Refurbishment	Repair and reinstate the Creswick fountain to permanent use.	\$42,350	June 2021	Operations	Formal heritage and structural assessments are currently being finalised with rehabilitation works expected to commence in early 2021.	
	Hammon Park Facilities Upgrade	Identify further needs for the current buildings at Hammon Park Reserve and provide drawings to the level of tender issue for any proposed works.	\$50,000	January 2021	Manager Environment and Waste	A building inspection is currently being undertaken and will inform any immediate works required. Following this, consultation with user groups and the broader master planning process will confirm specification and the level of tender required for further works.	
	Glenlyon Recreation Reserve Community Pavilion	Complete detailed design of the new pavilion at the Glenlyon Recreation Reserve following adoption of the masterplan and continue advocacy for government funding.	\$121,000	June 2021	Community and Economic Development	Progressing a request for quote to engage architects to complete the detailed design and construction specifications. Quotes to be sought during October.	

	Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
COMMUNITIES	Hepburn Football Netball Club Pavilion Project	Redevelopment of the Hepburn Recreation Community Pavilion to improve universal access and create gender appropriate change room facilities.	\$544,500	May 2021	Community and Economic Development	Consultation with users underway prior to finalising design. Consultant team progressing detailed design with anticipated completion in November. Construction will begin after tender process is completed.	
ACTIVE AND ENGAGED C	Daylesford Macedon Rail Trail Feasibility Study	Complete the Daylesford to Hanging Rock Rail Trail (Daylesford to Tylden) Feasibility Project, incorporating planning of the Crossing the Divide (Spa Country Railway) project.	Carry- forward	March 2021	Community and Economic Development	Addendum to original RFQ to incorporate Daylesford Spa Country Railway project is currently with consultants for comment and quoting. Consultant will be appointed in October to assist with the project delivery.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
Trentham Recreation Reserve Community Pavilion	Complete detailed design of the proposed pavilion redevelopment project to deliver high quality and relevant community infrastructure and advocate for government funding to assist in the construction of the project.	\$200,000	May 2021	Community and Economic Development	Progressing the request for quote to engage architect services to complete detailed design construction specification stage. Quotes to be sought during October.	
Arts and Culture Strategy	Develop and adopt an Arts and Culture Strategy to set the future direction for art and culture in the Shire, in order to nurture and expand experiences.	\$37,000	May 2021	Community and Economic Development	Some initial research has been undertaken. The EOI/RFQ for consultants to develop a strategy in consultation with the community will commence in the third quarter of the financial year.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
Community Engagement Policy and Implementation	Develop a new Community Engagement Policy to work with the community to achieve long-term and sustainable outcomes, processes, relationships, discourse, decision-making, and implementation of projects and initiatives, as required by the new Local Government Act 2020.	Operational Budget	March 2021	Community and Economic Development	Initial scoping of the project has been undertaken through attendance at LG and community development focused training, building relationships with other practitioners and LGAs and research. A discussion paper and community engagement plan are currently being drafted, with community consultation planned for December.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
Community Planning	Work with appointed Charter Groups to review or endorse Community Plans for Lyonville, Glenlyon and District and Hepburn/Hepburn Springs.	Operational Budget	May 2021	Community and Economic Development	Members of the Lyonville Community Planning Group were endorsed by Council on August 18 ^{th.} Council Officer will provide support for the group to assist them to develop their community plan. Applications have been received for the Glenlyon and District Community Planning Group and are now on hold due to Council's election policy. Expressions of Interest to participate in the Hepburn/Hepburn Springs Community Planning Group are scheduled to commence in the second half of 2020/21 year.	
Daylesford Aquatic and Civic Plaza Precinct	Undertake detailed design, tender and begin construction of the Daylesford Aquatic and Civic Plaza Precinct.	CARRY- FORWARD + \$1.02M	April 2021	Community and Economic Development	Design development mostly complete; planning permit application to be submitted in October. Procurement for construction to take place subsequently, with works to begin following completion of the 2020/21 pool season.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
Community Connector Program	Deliver the COVID-19 Community Connector Program, funded through DHHS	Operational Budget	January 2021	Development Services	Regular meetings being run for the local support network. The LSN is developing a range of support programs to run in the community.	

	Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
HIGH PERFORMING		Implement changes, as required to the Local Government Act 2020.	Operational Budget	June 2021	Governance and Risk	Implementation of the <i>Local Government Act</i> 2020 is well underway. At Council's Special Council Meeting on 25 August 2020 Council adopted a range of policies, documents and requirements that were prescribed under the Act to be implemented and in force by 1 September 2020. The Act, as it is implemented in stages continues to progressively be implemented and where parts of the 1989 Act are repealed, the 2020 Act has replaced. Council continue to work	

					towards statutory deadlines as prescribed in the legislation.	
General Elections 2020	Provide administrative support to the Victoria Electoral Commission to undertake Council elections.	\$210,000	November 2020	Governance and Risk	The 2020 General Elections are well underway and as such so has the administrative support to the Victorian Electoral Commission to ensure that the electoral office, communications and requirements are in place.	
Councillor Induction Program	Develop a thorough induction program for Councillors, targeting clarity of roles and responsibilities.	\$20,000	April 2021	Governance and Risk	The preparation for the 2020-2024 Council and associated induction program has commenced and progressing along with set milestones. Draft Induction Program has been presented to the Executive Leadership Team and second draft is being presented in October for endorsement.	
Customer Service at Trentham	Establish Council customer service for the Trentham community at the Trentham Library.	\$62,000	February 2021	Community and Economic Development	Project Control Group has been established, project currently on track. Finalising scoping of technology and equipment requirements underway, including OH&S inspection. Position Description developed and recruitment process initiated.	

Review and Implement HSC Workforce Strategy and Plan	Develop, in accordance with the Local Government Act 2020, a Workforce Plan that describes the organisational structure of the Council and specifies projected staffing requirements for a period of at least 4 years.	Operational Budget	June 2021	People and Culture	Not commenced, awaiting industry guidance which will become available in late 2020.	
Develop and Implement Gender Equity Action Plan	Develop, in accordance with the Gender Equality Act 2020, a Gender Equality Action Plan. The plan will include strategies for improving gender equality in the workplace. Council will report publicly every two years on its progress.	Operational Budget	June 2021	People and Culture	Work in relation to this project is schedule to commence in early 2021.	

Customer Service Strategy	Implement a Customer Service Strategy.	Operational Budget	June 2021	Community and Economic Development	Underway with initial research and development of stakeholder groups and PCG, to be finalised.	
Community Vision, Strategy and Policy	Undertake appropriate community engagement to develop and adopt a Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan.	\$40,000	June 2021	Executive	A project plan has been developed. The new Councillors will be inducted on the proposed process after elections. Community consultation is planned for both pre and post-Christmas and legislation dates of adoption of documents will be meet throughout 2021.	
Priority Projects	Continued advocacy for State and Federal Government funding of Council's adopted priority projects.	Operational Budget	June 2021	Executive	Advocacy to all levels of government is ongoing. A webpage has been created, and will be updated to provide information on each of our priority projects - https://www.hepburn.vic.gov.au/priority- projects/	

	Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
λWi	Artists in Residency Pilot program	Undertake as a pilot an Artist in Residency Programme utilising the Caretakers Cottage at Hepburn Mineral Springs Reserve.	Operational Budget	June 2021	Community and Economic Development	Working collaboratively with the Mineral Springs Reserve Advisory Committee to confirm building/residential requirements. Terms and model of residency, the EOI and selection process are currently being scoped.	
VIBRANT ECONOMY	Buy Local Campaign	Participate in the GO LOCAL First program, to support business by buying local.	Operational Budget	October 2020	Community and Economic Development	Campaign launched 11 September. Whilst in caretaker mode (Council elections) minimal activity happening (1 social media post per week), with the Economic Development team preparing for a re-launch post caretaker.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments
Hub for Premium Produce	Undertake Year 2 (of 3) Actions, focused on connecting and actively working with the Premium Produce Enterprises (PPE) in the Hepburn Shire and surrounding region to navigate processes, unlock opportunities, and build the ongoing capacity and skills of the sector to collectively grow and thrive.	\$240,000	June 2021	Community and Economic Development	Project well underway, Project Advisory Group are participating in bi-monthly meetings. Launched Artisan Agriculture Webinar program, with 3 webinars being held so far, another 4 scheduled post caretaker.
Revised Hepburn Planning Scheme	Complete Stage 2 of the Hepburn Planning Scheme Review, including the adoption of the new scheme.	\$120,000	June 2021	Development Services	Commenced, Council approved the exhibited scheme minus DDO6 & SLO. The next stage relates to independent panel hearing and dates have been set for 26 October 2020 and 23 November 2020.

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
City (Region) of Gastronomy	Partner with the City of Greater Bendigo to seek opportunities for our region flowing from the City (Region) of Gastronomy initiative and continue advocacy for the planning of the Institute of Gastronomy.	Operational Budget	June 2021	Community and Economic Development	Underway, with team members regularly involved in meetings with City of Greater Bendigo, providing a lot of input, particularly in the Artisan Agriculture space.	
Central Victorian Goldfields	Partner with other Council's to advocate for the World Heritage Listing of the Central Victorian Goldfields.	Operational Budget	June 2021	Community and Economic Development	Underway, continuing engagement with City of Ballarat, City of Greater Bendigo and other LGA's to continue advocacy for this project.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	September Status Comments	
Hepburn Recovery and Resilience	Coordinate the Business Response and Recovery Taskforce and Community Recovery Taskforce to support and foster a coordinated response to the community's recovery.	Operational Budget	June 2021	Development Services	Appointment of membership has been confirmed. The Community Recovery Committee was not recommended to proceed as the state Governments CASI initiative plays a similar role. The Community Recovery taskforce will be a future consideration once the current support needs reduce and the need for a working group developed.	

CARRY FORWARD PROJECTS FROM 2019/2020 INTO 2020/2021

QUALITY COMMUNITY INFRASTRUCTURE	Fixing Country Roads	Partner with VicRoads to undertake round 2 of the fixing country roads program	Carry- forward	June 2020	Infrastructure	Project Ongoing Telegraph Road - Construction works were completed in November 2019. Trentham Urban road package - Construction works were completed in February 2020. Dairy Flat Road - Construction works were completed in March 2020. Back Glenlyon Road - Construction works commenced in May 2020 with works currently on- hold due to adverse, wet weather site conditions. Works	Telegraph Road - Construction works were completed in November 2019. Trentham Urban road package - Construction works were completed in February 2020. Dairy Flat Road - Construction works were completed in March 2020. Back Glenlyon Road - Construction works commenced in May 2020 with works currently on-hold due to adverse, wet weather site conditions. Works are expected to recommence in October 2020 and will take 3 weeks to complete. School Road - Construction works were completed in May 2020.	
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			are expected to	Due to Project Management	
			recommence in	efficiencies and Council	
			September 2020	receiving competitive contract	
			and will take 2/3	rates, Council added a further	
			week to complete.	project into this funding	
			School Road -	program:	
				Angus Street Clunes	
			Construction works	Angus Street, Clunes –	
			were completed in	Construction works	
			May 2020.	commenced in August 2020	
			Due to Project	and are now complete.	
			Management		
			efficiencies and		
			Council receiving		
			competitive		
			contract rates,		
			Council have added		
			a further project		
			into this funding		
			program. Angus		
			Street, Clunes is		
			expected to		
			commence		
			construction in		
			August 2020 with		
			August 2020 Willi		

Project Name	Description	Budget - 2020/21	Target Completion Date	Progress Comments	September Status Comments	
				an anticipated 4- week construction period.		

Future Water Security	Central Highlands Water partnership for Integrated Water Management (IWM)	Carry- forward	May 2020	Parks and Open Spaces	Project ongoing Council is partnering with Central Highlands Water to deliver two projects following a presentation to Councillors by Central Highlands Water. Daylesford IWM Plan - \$25,000 CHW & HSC officers have engaged the successful consultant with the project initially set to commence early	Council is partnering with Central Highlands Water to deliver two projects following a presentation to Councillors by Central Highlands Water. Daylesford IWM Plan - \$25,000 CHW & HSC officers have engaged the successful consultant with the project initially set to commence early in 2020. This was put on hold due to COVID-19, although recent discussion with all parties now has the project set to recommencing November 2020. Newlyn Recreation Reserve irrigation - \$15,0000	
					in 2020. This was put on hold due to COVID-19, although recent discussion	Preliminary drilling works are complete with initial yields not to expected levels. Ongoing discussion between CHW and	

			with all parties now has the project set to recommencing August 2020.	Goulbourn Murray Water are continuing to determine if a ground water license will be granted.	
			Newlyn Recreation Reserve irrigation - \$15,0000	CHW are project managing these works in close consultation with Council.	
			Preliminary drilling works are complete with initial yields not to expected or acceptable standards. Ongoing discussion with CHW and the drilling contractor		
			have taken place and it's been determine to undertake deeper drilling in a more appropriate time of the year.		

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
					CHW are project managing these works in close consultation with Council.		
Vincent Street Parklet	Construction of 'parklet'	Carry- forward	January 2020	Parks and Open Spaces	Project ongoing Scope has been developed to complement the Hepburn Hub at the Rex project. The project scope is proposed to focus on greening of Vincent Street fronting the Hepburn Hub at the Rex.	Scope has been developed to complement the Hepburn Hub at the Rex project. The project scope is proposed to focus on greening of Vincent Street fronting the Hepburn Hub at the Rex.	

On-street accessible Parking facilities	Upgrade and make on- street accessible parking (12 spaces across shire)	Carry- forward	June 2020	Infrastructure	Project ongoing Clunes IGA spaces complete. Creswick concrete works for new spaces completed, an extra space constructed At American Hotel carpark. Works complete in July at Trentham Neighbourhood House and new space at Market Street toilet block as part of streetscape project.	Trentham and Creswick works complete. Clunes partial completion. Daylesford works still planned	
					continuing.		

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
Creswick Trails Project	Undertake a tender process and begin construction on the Creswick Trails.	Carry- forward	June 2021	Major Projects	Project ongoing Detailed expert assessments of the cultural, historic and ecological heritage of the proposed trail alignments currently being reviewed by project partners, prior to finalising trail alignments and submitting planning permit application, expected in October 2020.	Detailed expert assessments of the cultural, historic and ecological heritage of the proposed trail alignments currently being reviewed by project partners, prior to finalising trail alignments and submitting planning permit application, expected in October 2020.	

	Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
ACTIVE AND ENGAGED COMMUNITIES	Recreation Facilities and Management Models	Complete a study to review the current management models of Community Recreation Facilities	Carry- forward	June 2020	Community and Economic Development	Project ongoing Significant portions of the project have been completed. A Project Control Group has been appointed, consultant appointed and has undertaken consultation with key users. Project has been delayed due to COVID-19. Project officers anticipate report to be presented to Council in September, 2020.	Consultant progressing the review and preparing a report to be presented to Council in December 2020. Proposed recreation facility management models to be considered by Council with further community consultation to follow based on final recommendations.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
Early Years Plan	Adopt a Municipal Early Years Plan	Operational Budget	May 2020	Community Care	Project ongoing A newly funded position of Early Years and Healthy Communities commenced in April 2020. The Early Years Network is currently being developed and once in place will contribute to the development of the Municipal Early Years Plan.	Potential Network members have been consulted and consented to be part of Early Years Network. This project has been delayed due to the significant impacts of the COVID pandemic on Early Years providers and the need to focus on modifying service provision. It is anticipated that this work will be able to recommence in the 2021 calendar year.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
Daylesford Library Service	Complete the construction and transition of the Daylesford Library to the Hepburn Hub at the Rex.	Carry- forward	March 2020	Community and Economic Development	Project ongoing Project delayed due to external review of Hepburn Hub at the Rex Project. Updated Daylesford Library and Customer Service operational requirements provided to the Hepburn Hub Project Manager for inclusion in Architects brief.	Architectural designs and plans finalised. Tender for construction to complete building works awarded on 15 th September 2020.	

Recreation Facilities – Masterplans	Work with community groups to undertake and adopt masterplans for Glenlyon, Trentham, Doug Lindsay and Clunes Recreation Facilities	Carry- forward	March 2020	Community and Economic Development	Project ongoing *Glenlyon Recreation Reserve Master Plan Community Forums completed in October / November 2019. Project on hold pending advice from EPA on the outcome of the current soil contamination investigation before progressing master plan further. *Clunes Recreation Facilities (Clunes Recreation Reserve and Community Park) Request for Quote to engagement	Progression of the Glenlyon Recreation Reserve Master Plan to be coordinated with outcomes from the contamination project. Liaison continuing with reserve users following outcomes from the EPA investigation to confirm impacts on future activities at the reserve. Council decision at the September Council meeting to incorporate the Glenlyon Dam within the overall reserve footprint. Masterplan to include this change. Clunes Recreation Facilities master planning – Consultant appointed and master planning commenced October 2020, with community consultation anticipated in November/December 2020.	
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consultants to Trentham Master Plan	
undertake Master endorsed by Council at	
Planning September 2020 Council	
completed, meeting. Project completed	•
anticipate awarding Doug Lindsay Master Plan	
contract late July. endorsed by Council at	
*Draft Trentham September 2020 Council	
Master Plan meeting. Project Completed	l.
endorsed at	
February 2020	
Council meeting;	
and * Draft Doug	
Lindsay Master Plan	
endorsed at	
February 2020	
Council meeting.	
Council meeting.	
Both plans delayed	
due to COVID-19.	
Officers currently	
preparing a	
communications	
plan for public	
exhibition of	
Masterplans.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
					Consultation will be		
					extended to August		
					to allow sufficient		
					time for modified		
					community		
					consultation /		
					engagement to		
					occur. Anticipate		
					report to be		
					submitted to		
					Council for		
					adoption		
					September 2020.		

	Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
SATION	Governance Software	Purchase, install and implement software to manager and enhance Council's risk and incident management reporting including management of Council delegations	Carry- forward	October 2019	Governance and Risk	Current software options are being considered, including partnering with other Councils. Meeting planned for late August to relaunch this project.	No procurement of software has been achieved following competing priorities. Project will be reviewed following appointment of a Procurement and Risk Specialist in November 2020.	
HIGH PERFORMING ORGANISATION	Long Term Financial Plan	Develop a long term financial plan (10 Year) for adoption by Council as part of the 2020/2021 budget process	Operational Budget	September 2020	Financial Services	Project ongoing The full 10-year plan will be completed and considered by Council following the approval of the 2020-21 budget (July).	Following recent impacts due to COVID and staff turnover, the project is progressing and is expected to be ready for consideration by Council later in the calendar year. A LTFP is now a statutory requirement to be in place by October 2021.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
Contractor Management	Continue the training and development of staff skills in relation to Contractor Management, including the rollout of an online induction system for contractors	Operational Budget	March 2020	People and Culture	Project ongoing A cross-functional review of contract management processes, including inductions, is scheduled to be initiated by the end of the calendar year.	A cross-functional review of contract management processes, including inductions, is scheduled to commence work.	

	Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
SUSTAINABLE ENVIRONMENT	Towards Zero Emissions Roadmap - Streetlights	Continue implementation of the towards Zero Emissions Roadmap by upgrading 133 Street lights as part of the ' Major Road Lighting' Project.	Carry- forward	June 2020	Waste and Environment	Project ongoing Contract development is underway with the Department of Transport. Working with the consultant to confirm the smart lighting design.	Lighting design has been developed and is scheduled for approval in October by the Department of Transport.	

Project Name	Description	Budget - 2020/21	Target Completion Date	Business Unit	Progress Comments	September Status Comments	
Waste to Energy	Construct a plant and expand the waste to energy project to full scale (pending the outcome of the current pilot project)	Carry- forward	June 2020	Waste and Environment	Although this pilot project has achieved considerable success, the ongoing viability of the existing plant is currently being reviewed. This DELWP and Council funded project will also include planning for a local composting model to process food and garden organics in the Shire and is now scheduled for completion in March 2021.	Variation to allow alternative FOGO processes has been approved by DELWP. Project design underway for distributed and on-site composting models to be trialled in 2021. Request for Quote has been prepared and discussion with design engineers has commenced.	

	Waste Management Service Contract	Undertake a review of waste services and conduct a public tender for kerbside collection of waste.	Operational Budget	March 2020	Waste and Environment	Project ongoing Changes to the kerbside collection contract have resulted in improved management of waste, particularly disposal of waste Bulk bin tender in place for decision at the July 2020 Council meeting. Further work scheduled in 2020 on the processing of kerbside organic waste to inform an updated Waste Strategy.	Initial review of the Waste Strategy has been completed. Bulk bin contract has been confirmed. The Waste to Energy project will inform viability of new organics waste service options.	
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