

Annual Plan Project Updates

Quarter 4 / 2021-2022 (April to June 2022)
(Includes carry-forward projects 2019-20 and 2020-21)



A resilient and sustainable environment

A responsive, adaptive, and resilient community that addresses changes to our climate and biodiversity.



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.



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.



Diverse economy and opportunity

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



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.

2021-22 Annual Plan

A RESILIENT AND SUSTAINABLE ENVIRONMENT

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Domestic Animal Management Plan (DAMP)	Develop a 4-year plan that outlines Councils approach to animal management within the Shire.	Operational Budget	Dec-21	Waste, Facilities and Community Safety	Councillors have been briefed on the DAMP and a document is being drafted ready for community feedback in July.	In progress and delayed
Western Victoria Transmission Line	Advocate for detailed community engagement and underground construction of the proposed Western Victorian Transmission Line and complete detailed Environmental Effects Statement submission	\$50,000	Jun-22	CEO Unit	Strategic Advisor appointed to lead ongoing advocacy and liaison between HSC, AusNet, AEMO, VicGrid, DELWP EES unit, adjoining councils and the community. Participating in EES TRG and reviewing and responding to draft EES chapters. Participating in AusNet Community Consultation Group and Council Advisory Group. Arranged regular councillor briefings by AusNet. Project renamed Western Renewables Link 16-06-22. EES due for submission by end of 2022 and exhibition in early 2023. Advocacy goals achieved for this year.	Completed
Sustainable Hepburn	Develop and adopt integrated strategy to include 1. Waste Strategy, 2. Biodiversity Strategy, 3. Sustainability Strategy	Operational Budget	Mar-22	Waste, Facilities and Community Safety / Planning and Development	The draft Sustainable Hepburn strategy was provided to Councillors during a June Briefing where they approved the draft strategy for release for community feedback. The community feedback period was held from 17 June to 8 July. All feedback will be collated, and the draft strategy updated with relevant feedback. The final designed Sustainable Hepburn strategy will be presented for endorsement at the August Ordinary meeting.	In progress and delayed

A HEALTHY, SUPPORTED AND EMPOWERED COMMUNITY

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Hepburn Hub at the Rex	Begin construction of the Hepburn Hub at the Rex to deliver improved community spaces	Carry-forward	Mar-22	Major Projects	In line with the decision of Council this project has been cancelled and is no longer being delivered	Cancelled
Trentham Community Hub	Complete detailed design of the new Trentham Community Hub and progress to construction stage.	Carry-forward \$200,000	Jun-22	Major Projects	Construction work has commenced, beginning with required demolition and deconstruction related to existing building. Construction schedule 13 months, with an expected completion date of June 2023.	Completed
Trentham Sportsground Reserve Pavilion Development	Complete detailed design of the pavilion redevelopment and begin construction.	Carry-forward +\$748,623	Nov-22	Economic Development and Recreation	Design phase of the Trentham Sportsground Pavilion is completed. Construction commenced in November 2022 and is progressing well. A minor delay in finalising the power supply upgrade has delayed construction and it is anticipated that the project will be completed (inclusive of funding acquittal and the ministerial opening being undertaken) by November 2022.	Completed
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.	\$40,000	May-22	Community Life	There has been a strong response to community consultation and key themes are being identified to lay the foundations for detailed development of the Strategy	In progress and delayed
Early Years Strategy	Develop and adopt a strategy that will build on the previous Hepburn Shire Healthy, Active and Safe Early Years Strategy 2015.	Carry-forward	Mar-22	Community Life	Starting Blocks' Hepburn Shires Early and Middle Years Strategy 2022 - 2030 was adopted by Council on the 17 May 2022.	Completed

Positive Ageing Strategy	Develop and implement a new Positive Ageing Strategy to focus on staying active and healthy.	Operational Budget	Jun-22	Community Life	Extensive public exhibition and feedback period was completed April/May. No Barriers Positive Ageing Strategy 2022-2030 will be presented at the August Council meeting for adoption.	In progress and delayed
LGBTIQA+ Advisory Committee	Fund an Officer resource and operational budget to establish an LGBTIQA+ Advisory Committee of Council.	\$50,000	Dec-21	Community Life	A successful first meeting was held with the six endorsed Committee members in April. Committee members also participated in an event and flag raising to mark IDAHOBIT day in May. The opportunity for additional representatives to join the committee was advertised, resulting in four new diverse members being endorsed by Council in June.	Completed
Walking and Cycling Strategy	Develop and adopt a Walking and Cycling Strategy 2021-2025.	\$90,000	Jun-23	Economic Development and Recreation	A project allocation was endorsed as part of Council's 2022/2023 Annual Budget. Officers will submit a funding application for \$40,000 under the Victorian Government's Local Sport Infrastructure Funding program to co funding the development of the Strategy.	Cancelled

EMBRACING OUR PAST AND PLANNING FOR OUR FUTURE

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Hammon Park Trail Head and Bike Path	Begin construction of Hammon Park Trail Head and Bike Path, Creswick	\$750,000	Nov-22	Major Projects	Completed. Construction for the Hammon Park Trailhead is underway with works tracking to time and budget projections. Tender for implementation of the public amenities block and Changing Place was awarded at the June 2022 Council meeting. Completion of works is expected by November 2022.	Completed

Reconciliation Action Plan Development	Develop and adopt our next Reconciliation Action Plan	\$29,000	Jun-22	Community Life	Having undertaken an extensive community engagement process and having heard submissions from both supporters and objectors to the proposed renaming of Jim Crow Creek, Council determined at its April meeting to recommend to the Office of Geographic Names that the Creek be renamed to Larni Barramul Yaluk. Respondents to the community survey in 2021 have been informed of Council's decision and advised of next steps in the process. Other Reconciliation activities included recognition of Sorry Day and Reconciliation Week with flag lowering and raising according to appropriate protocols. A call out for Expressions of Interest for committee members for the Reconciliation Advisory Committee has been advertised and it is anticipated that a new Committee will be formed in August. The Committee will provide advice on the development of Council's next Reconciliation Action Plan	In progress and delayed
Delivery of Strategic Planning Program	Implement year 1 of Council program of strategic planning work to be delivered in accordance with financial budget allocations.	\$660,000	Jun-22	Planning and Development	Work has commenced on the Creswick Structure Plan, the first of the town structure plans to be delivered under this program. The first stage of engagement, involving identifying the vision for Creswick in 20 years' time, was undertaken in late April /early May. This involved a range of activities including an online survey, pop-ups in key locations in Creswick such as the IGA, community hub and Creswick market as well as sharing of project information through council's website and social media. Technical studies including flora and fauna assessment, bushfire management, heritage and identification of buffer separation distances are in progress. The shire wide Land Supply and Demand Study will be completed in July 2022 and is a key input into the development draft structure plans for all towns.	In progress and delayed

Undertake Affordable Housing Strategic Planning	Implement year 1 of Council program of strategic planning work.	\$50,000	Jun-22	CEO Unit	Draft Affordable Housing Strategy and Action Plan project brief finalised following consultation with community and government stakeholders. Request for Quotation to be sent out to consultants in early July 2022. Land Demand and Supply Study to be completed July 2022 and will comprise a key input into the Affordable Housing Strategy. Aim is to have the Strategy completed by the end of 2022.	In progress and delayed
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DIVERSE ECONOMY AND OPPORTUNITIES

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Hub for Premium Produce	Undertake Year 3 (of 3) actions, focused on connecting and actively working with Premium Produce Enterprises 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 survive.	Carry-forward +\$270,000	Jun-22	Economic Development and Recreation	In Q4 a highly successful planning forum was held at Doug Lindsay Recreation Reserve, where planners and economic development staff attended to learn about Agriculture Victoria Advisory Service. The second part of the day was for Farmers to attend to have their opportunity to learn about this service and provide information on the challenges they face when it comes to planning matters. Open Food Networks Food Hub report has been received and Officers will continue to work with the Artisan Agriculture sector to further explore this opportunity based on the recommendations in the report.	In progress and delayed

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	Jun-22	Economic Development and Recreation	Council has represented the Shire in seeking opportunities for Gastronomy in our region. All advocacy activities have been achieved this quarter.	Completed
Central Victorian Goldfields	Partner with other Council's to advocate for the World Heritage Listing of the Central Victorian Goldfields	Operational Budget	Jun-22	Economic Development and Recreation	The bid will serve as a catalyst to transform the region, delivering a crucial post-pandemic economic lifeline to the Central Victorian Goldfields region. Officers are participating in ongoing meetings with the region as arranged by project leads at City of Ballarat and City of Greater Bendigo to identify 12 key sites from throughout the entire region that will be put forward for listing.	Completed
Hepburn Shire COVID Stimulus Projects Package	Deliver key COVID stimulus projects including 1. Bullarto Station Tourist Precinct, 2. Creswick Town Hall restoration and 3. Wombat Hill Botanic Gardens enhanced visitation experience.	State Government Regional Infrastructure Fund in partnership with HSC and Community partners. Total package \$2.2M	Jun-22	Major Projects	<ol style="list-style-type: none"> 1. Bullarto Station Tourist Precinct - some design and redocumentation changes have resulted in delay, building permit now issued and works expected to commence in June and be complete by the end of 2022. 2. Creswick Town Hall - documentation complete, first procurement process yielded no submissions. Retendering in June, with construction program dependent on contract award, planned for August. 3. Wombat Hill Botanic Gardens enhanced visitation experience - steps element complete; glasshouse refurbishment mostly complete; design of both amenity block and landscaping mostly complete, with construction to begin September 2022. 	In progress and delayed

A DYNAMIC AND RESPONSIVE COUNCIL

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Pavement Rehabilitation Program	Undertake Councils Annual Road rehabilitation program of selected roads throughout the Shire.	\$1.41M	Jun-22	Operations	Council's 2021/22 Road Rehabilitation program includes the following large projects Daylesford Clunes Road is complete. The final seal was brought forward and delivered in the Annual reseal program in March 2022 to maximise the Heavy Vehicle grant funding Lone Hand Road was constructed by Council Works team and completed in March 2022. Orford St Daylesford was completed in October 2021. Railway Crescent planning complete with construction works deferred to future capital works programs.	Completed
Gravel Resheeting Program	Undertake 16 kilometres of Gravel Resheeting of roads across the Shire.	\$570,000	Mar-22	Operations	The annual gravel resheeting program was completed in December 2021. The program achieved resurfacing of 14kms of road as identified in the program.	Completed
Implementation of the Local Government Act	Implement changes as required by the Local Government Act 2020	Operational Budget	Jun-22	Governance and Risk	The final element of the Local Government Act 2020 Implementation - Council's Municipal Asset Plan 2022-2032 - was adopted on 28 June 2022. Council has fully implemented the Local Government Act 2020.	Completed
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 four years.	Operational Budget	Dec-21	Culture and Performance	The 2021 – 2025 Workforce Strategy and Plan developed in consultation with staff was presented to Executive and Councillors for consideration in late 2021. The finalised plan was adopted in December 2021.	Completed

Develop and Implement Gender Equity Action Plan	Develop, in accordance with the Gender Equity Act 2020, a Gender Equity 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	Mar-22	Culture and Performance	Submitted to Commission and received feedback which has been addressed (direct union consultation). This has been done and report will be re-submitted 7 July 2022.	Completed
Customer Service Strategy	Implement a Customer Service Strategy.	Operational Budget	Mar-22	Organisational Services	Project has commenced, internal consultation has taken place, a Project Working Group established. Project is on track to be completed in August.	In progress and delayed
Community Vision, Council Plan including Municipal Public Health and Wellbeing Plan.	Finalise and adopt the Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan.	Operational Budget	Oct-21	Executive	Community Vision, Council Plan and Municipal Public Health and Wellbeing Plan adopted by Council at the October 2021 Ordinary meeting of Council. Project Complete.	Completed
Priority Projects	Continued advocacy for State and Federal Government funding of Council's adopted priority projects.	Operational Budget	Jun-22	Executive	The Hepburn Shire Advocacy Statement was adopted by Council at the February 2022 Ordinary Meeting. The Statement has been forwarded to all levels of Government to showcase our priority projects and initiatives.	Completed
Risk Management Framework Implementation	Implementation of the Risk Management Framework	Carry-forward	Dec-21	Governance and Risk	Following detailed development and review by Councils Audit and Risk Committee the Risk Management Framework was finalised and adopted by Council at the Ordinary Meeting of Council in December 2021.	Completed
Long Term Financial Plan	Adopt a Long-Term Financial Plan 2021-2031	Operational Budget	Oct-21	Financial Services	The 10-year Financial Plan (Long Term Financial Plan) was adopted by Council at a Special Meeting held on 21 October 2021. Project complete.	Completed
Council Website	Modernise and upgrade website to make the site more user-friendly allowing information to be more accessible and more easily found.	\$75,000	Mar-22	CEO Unit	The project was delivered under budget with the website going live on 21 June 2022.	Completed

Carry Forward 2020-21 Annual Plan

QUALITY COMMUNITY INFRASTRUCTURE

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Creswick Fountain Refurbishment	Repair and reinstate the Creswick fountain to permanent use.	\$42,350	Jun-21	Operations	Project cancelled and will be revisited in the next financial year.	Cancelled
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	Jan-21	Waste, Facilities and Community Safety	Flooding in Creswick severely impacted the Hammon Park Reserve. Internal and external water damage and insurance claims are being assessed before continuing with this project. This damage is also impacting the execution of the lease arrangements for nominated users.	In progress and delayed
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	Nov-22	Economic Development and Recreation	The project received a Labour Federal Election Funding Commitment in April 2022 of \$500,000 to co fund the development of this project. Recent advice received from the Federal Government indicates that election commitments will be considered in the October 2022 Federal budget. Officers are progressing project planning to support any funding nomination process to enter into a funding agreement for this project with the Australian Government.	In progress and delayed

ACTIVE AND ENGAGED COMMUNITIES

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
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-21	Community Life	The Community Planning program and working with Charter Groups has been delayed while resources have been targeted to Storm and COVID Recovery. The program and connections with Charter Groups will resume at the start of the next financial year.	In progress and delayed

VIBRANT COMMUNITIES

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
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	Jun-21	Community Life	Project Cancelled. The project and artist programming will be reconsidered as part of the development of the Arts and Culture Strategy, which is expected to be completed by mid-2022.	Cancelled

SUSTAINABLE ENVIRONMENT

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Tree Management	Adoption of a Tree Management Plan and 5-Year Street Tree Strategy	Operational Budget	Feb-21	Operations	Project completed with both plans endorsed by CEO and available on Councils websites.	Completed

Carry Forward 2019-20 Annual Plan

QUALITY COMMUNITY INFRASTRUCTURE

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Future Water Security	Central Highlands Water partnership for Integrated Water Management (IWM)	Carry-forward	Jun-21	Parks and Open Spaces	Project Delivered	Completed
Creswick Trails Project	Undertake a tender process and begin construction on the Creswick Trails.	Carry-forward	Jun-21	Major Projects	Following receipt of a planning permit in January 2022, the additional required permits including a negotiated Land Use Activity Agreement and a Protected Flora Permit have been obtained. A construction tender will be released in mid-June 2022 with award expected in November 2022.	In progress and delayed

ACTIVE AND ENGAGED COMMUNITIES

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
Recreation Facilities and Management Models	Complete a study to review the current management models of Community Recreation Facilities	Carry-forward	Jun-23	Economic Development and Recreation	Project cancelled.	Cancelled
Recreation Facilities – Masterplans	Work with community groups to undertake and adopt masterplans for Glenlyon, Trentham, Doug Lindsay and Clunes Recreation Facilities	Carry-forward	Nov-22	Economic Development and Recreation	The Doug Lindsay Recreation Reserve and Trentham Recreation Reserve Masterplans have previously been adopted by Council. Officers have progressed project planning and are finalising any procurement requirements to undertake the Daylesford Community Park, Daylesford ARC, Glenlyon and Clunes Master Planning projects to adopt at various times by June 2023.	In progress and delayed

SUSTAINABLE ENVIRONMENT

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
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	Jun-20	Waste, Facilities and Community Safety	Project completed – Installation of light fixtures has been completed and administrative documentation is being finalised, including the Victorian Energy Efficiency Certificates.	Completed
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	Jun-20	Waste, Facilities and Community Safety	Pilot project completed and there is insufficient justification to proceed to full scale plant. Some further trials around composting are now being undertaken in partnership with DELWP and the remaining grant funding available.	Completed

A HIGH PERFORMING ORGANISATION

Project Name	Description	Budget - 2021/22	Target Completion Date	Business Unit	Q4 Comments	Status
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	Oct-19	People and Governance	Project cancelled and incorporated into the ICT Strategy 2021-2024	Cancelled
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	Mar-20	People and Governance	Project cancelled and incorporated into the ICT Strategy 2021-2024	Cancelled