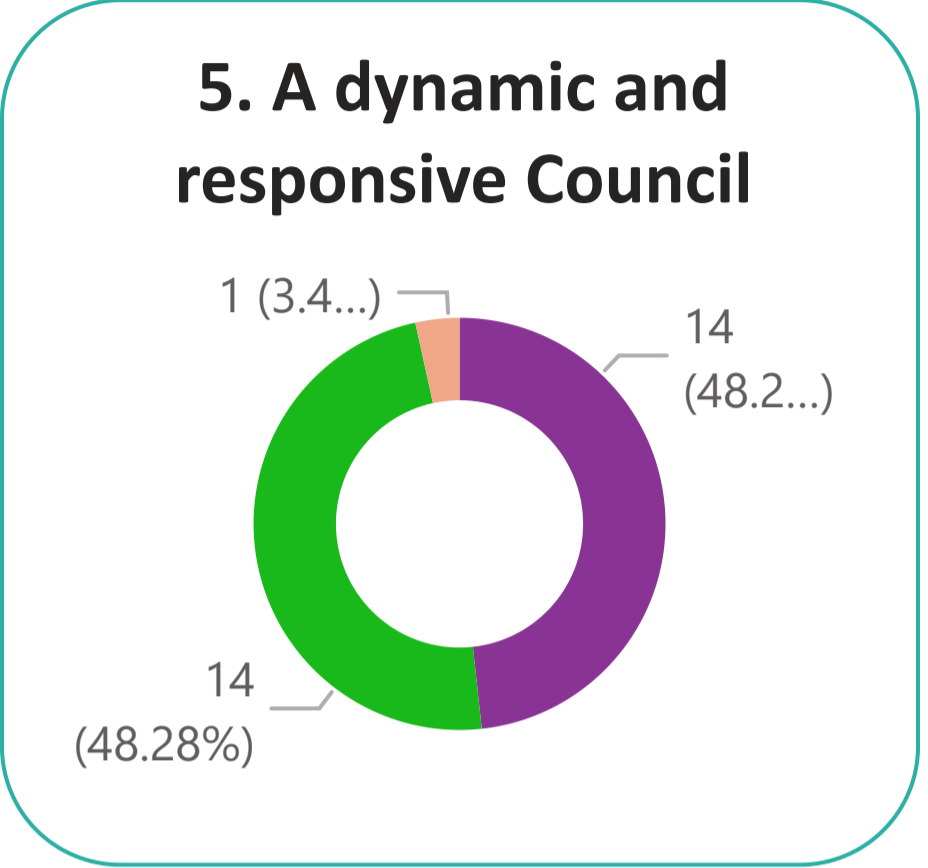
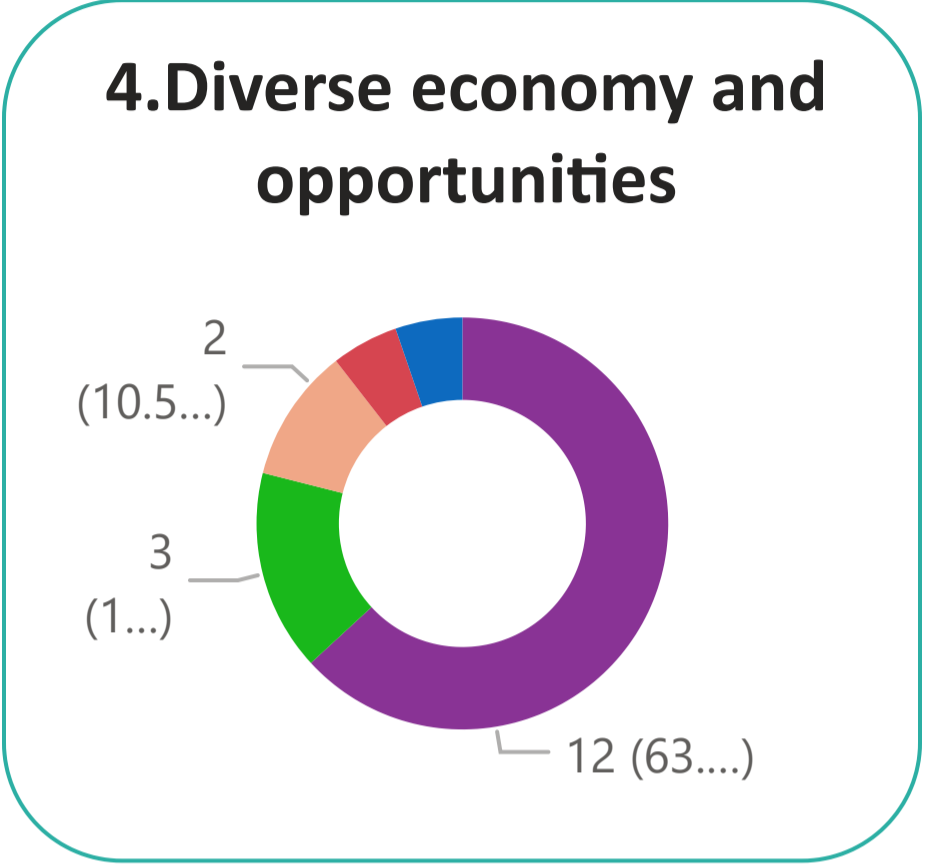
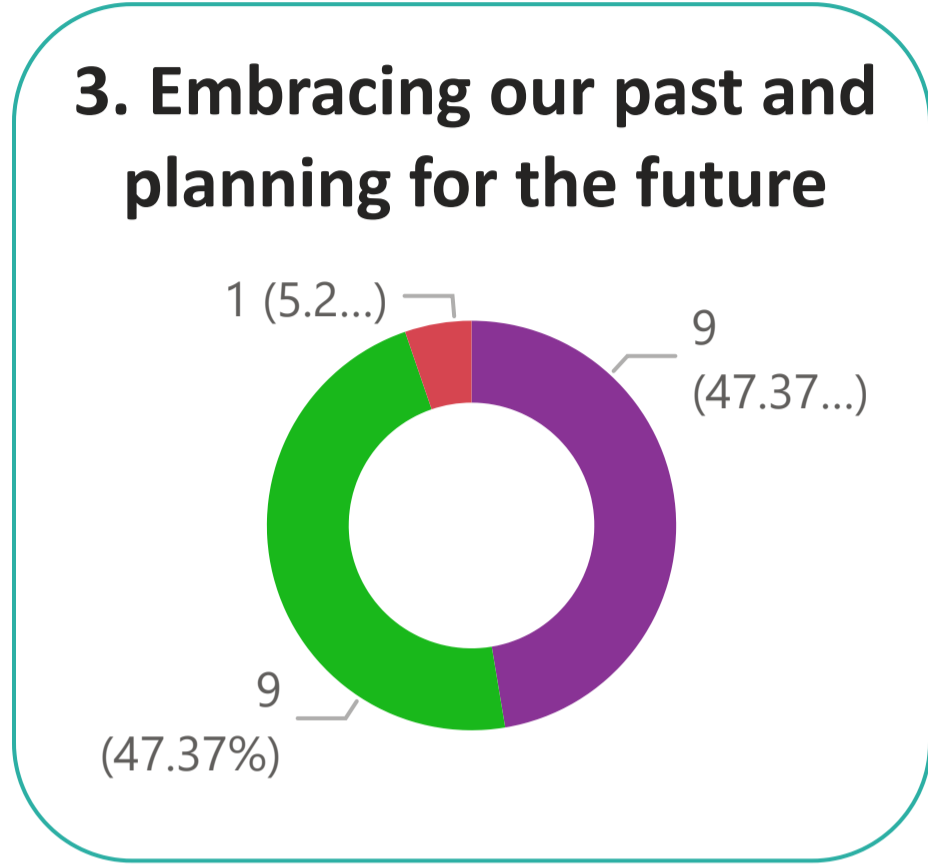
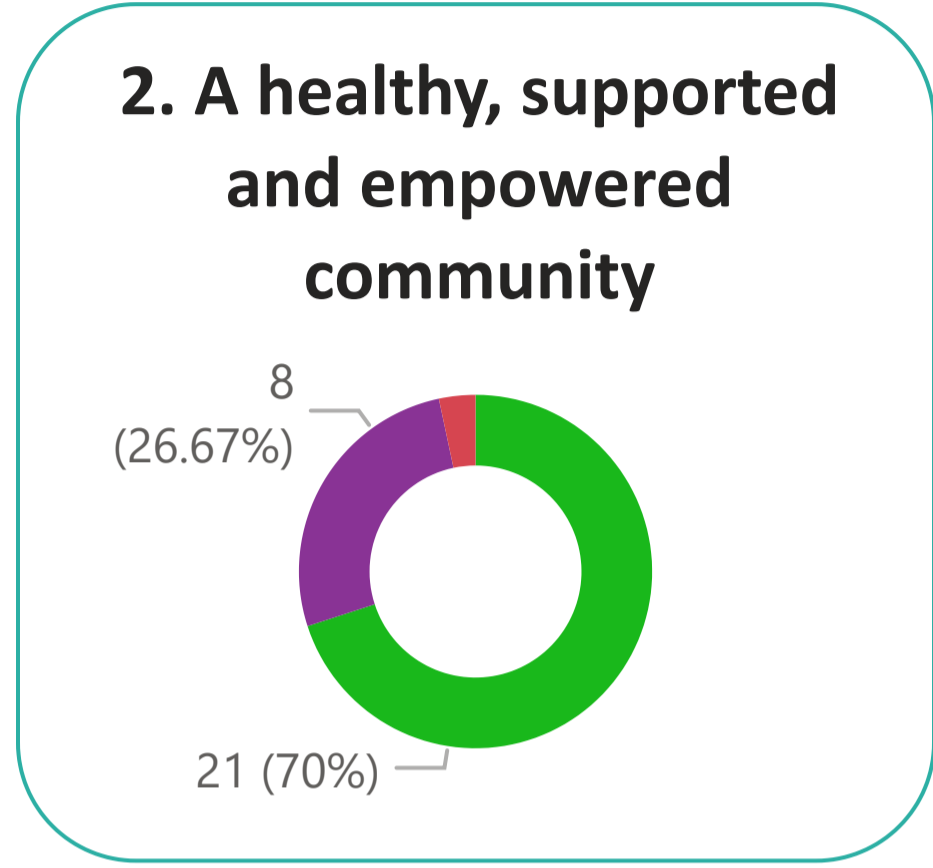
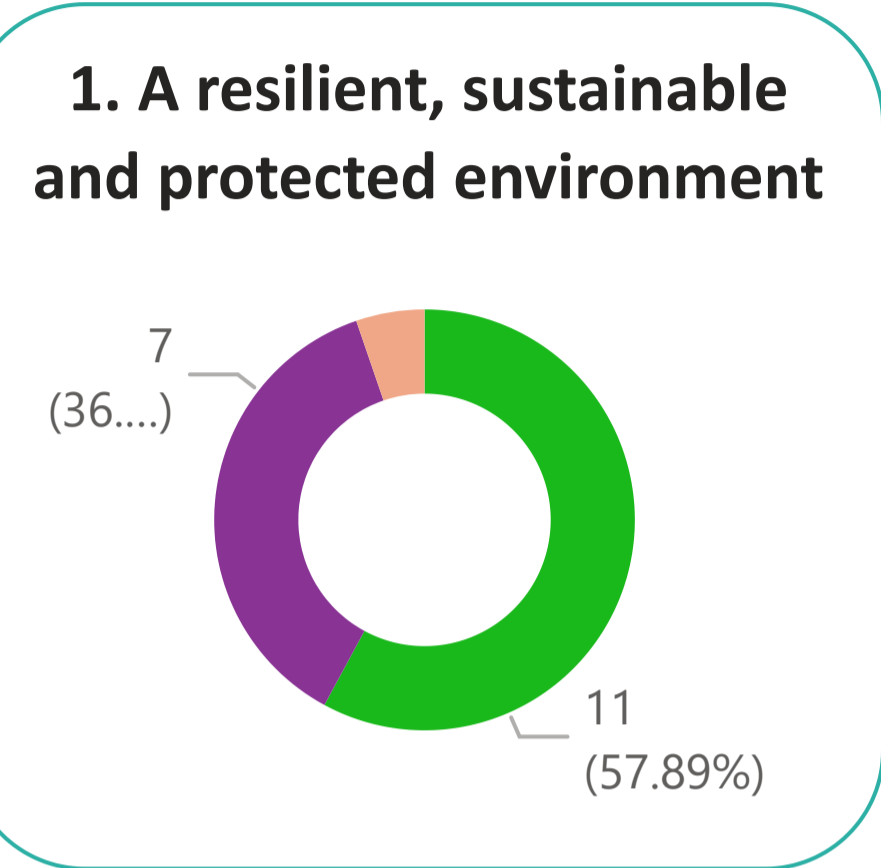
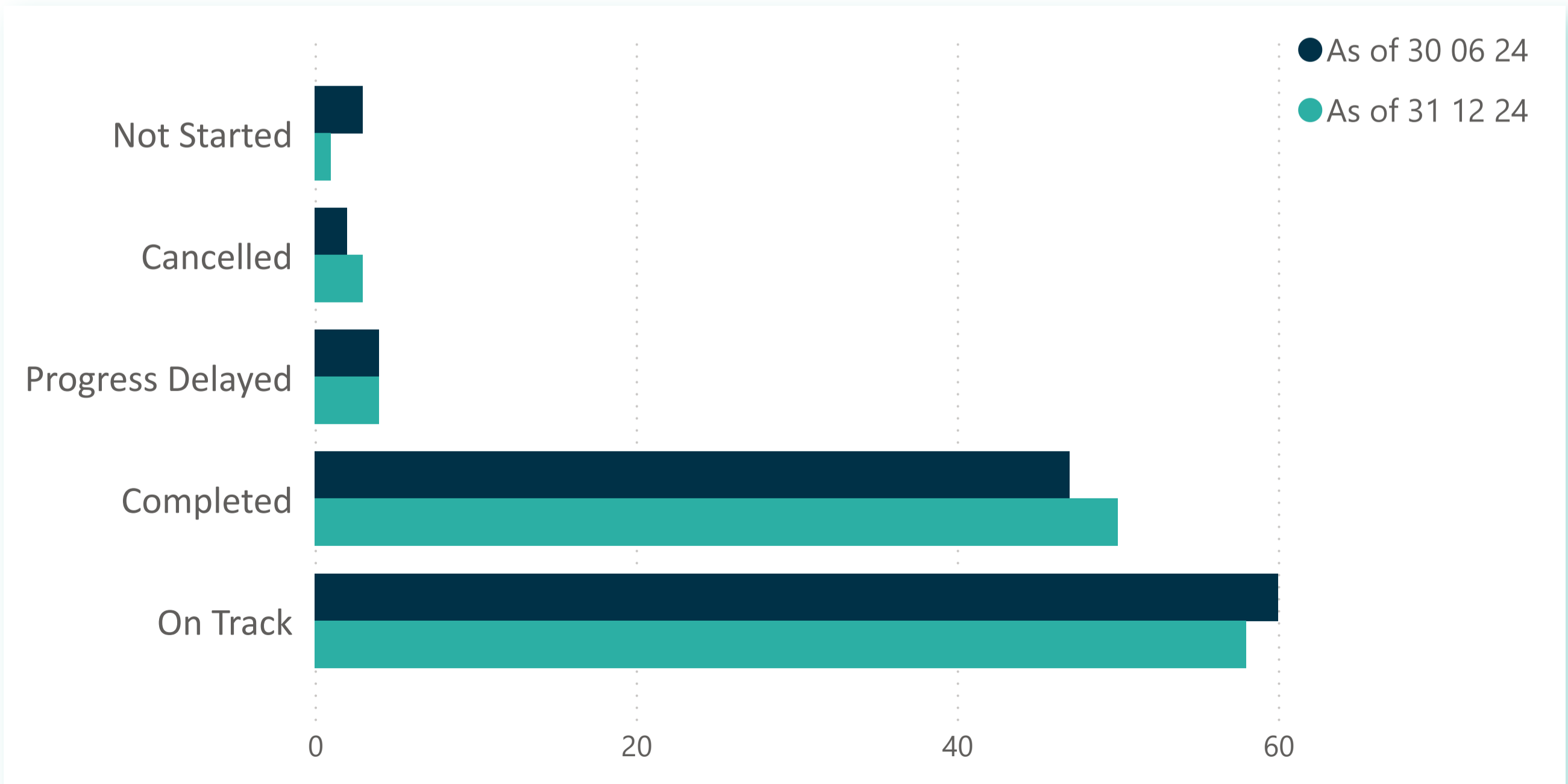


Hepburn Shire Council Plan 2021-2025 Progress: Year 4/Half 1

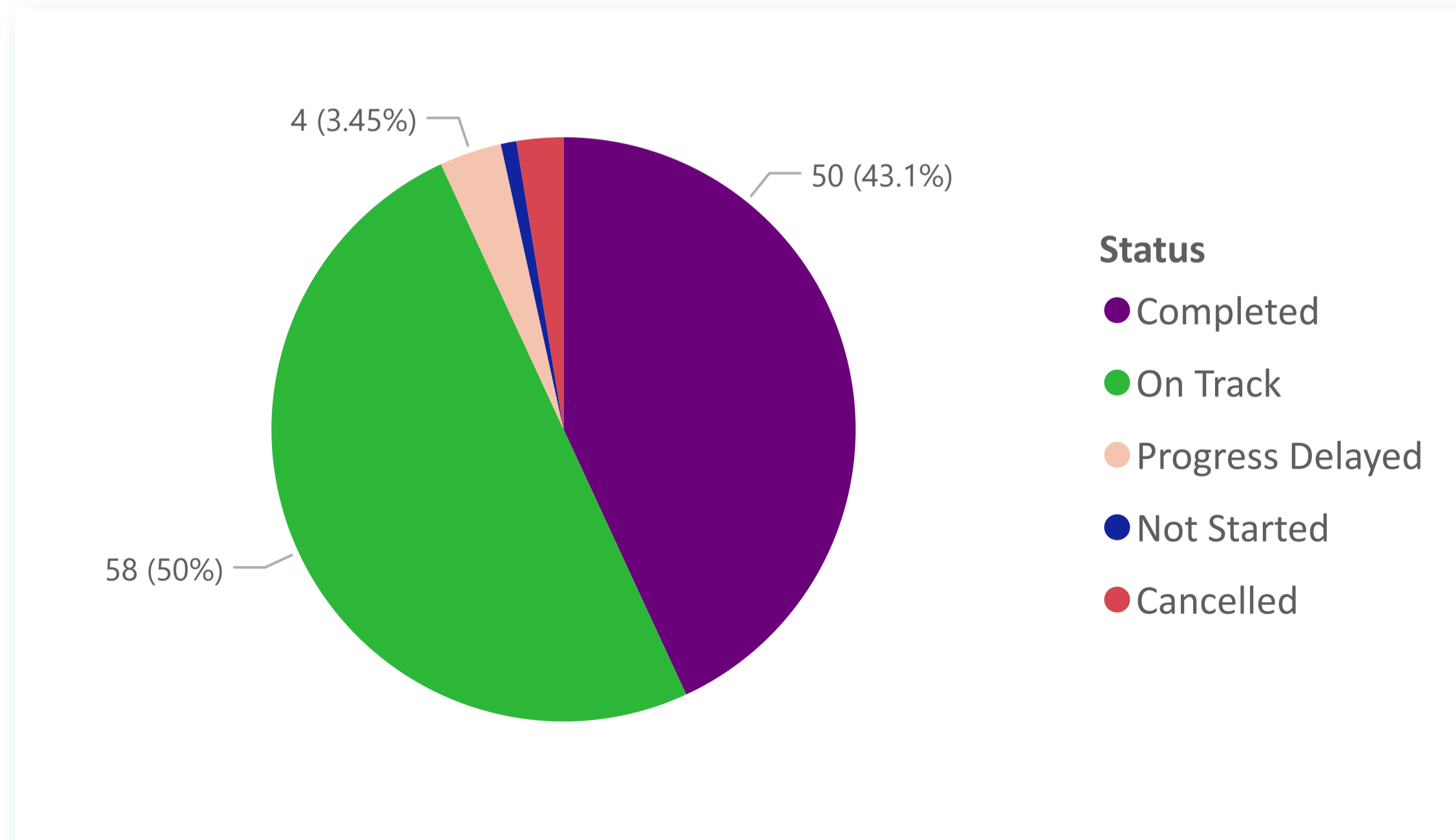
Action Progress: Individual focus areas



Action Progress Comparison: 30 June 24 and 31 December 2024

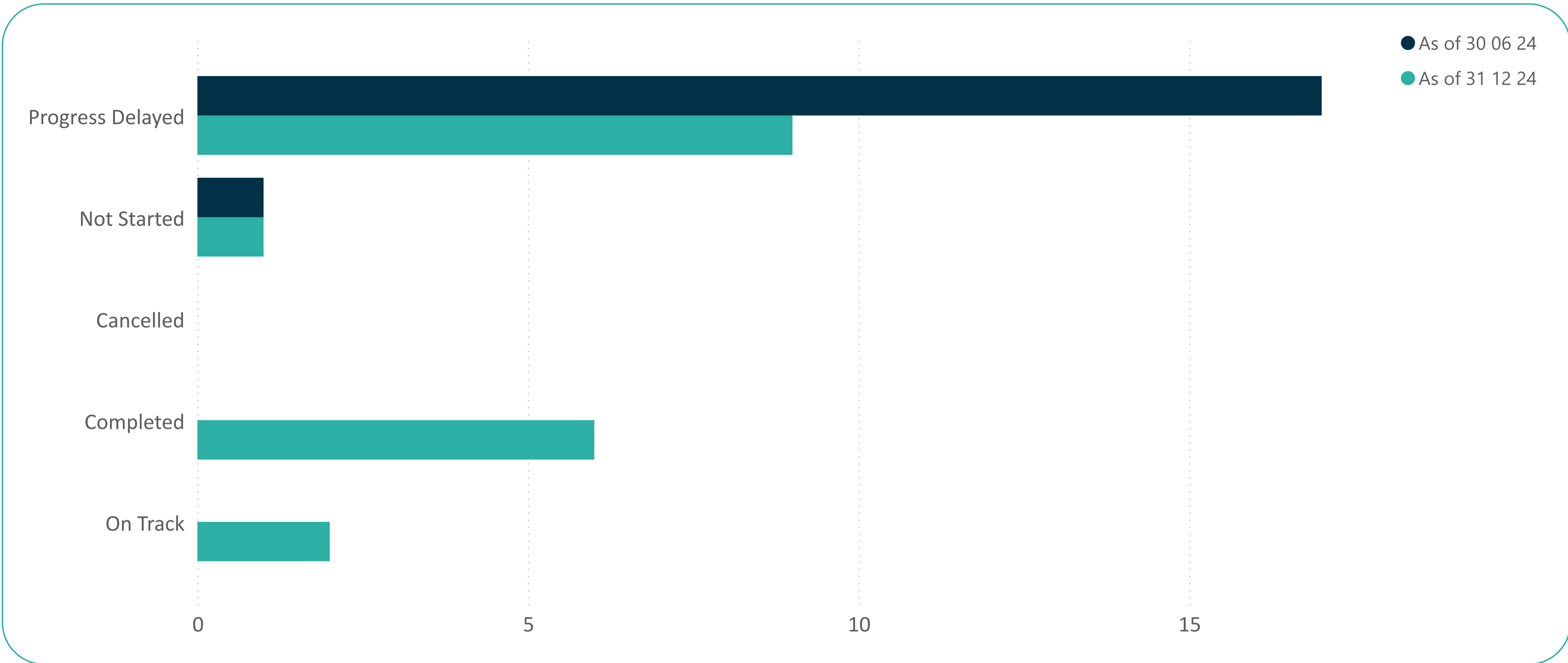


Action Progress: Total



Remaining Actions Progress: Annual Plan 2022/2023 and 2023/2024

Action Progress Comparison: Between 30 June 2024 and 31 December 2024



Note: Only outstanding actions have been carried over. Therefore those completed by 30 June 2024 are not included.

2024/25 H1 Progress Report

Council Plan 2021-2025 including
Municipal Health & Wellbeing Plan & Annual Plan 23/24



Council Plan
2021-2025



Community Vision
2021 - 2031

Hepburn

SHIRE COUNCIL



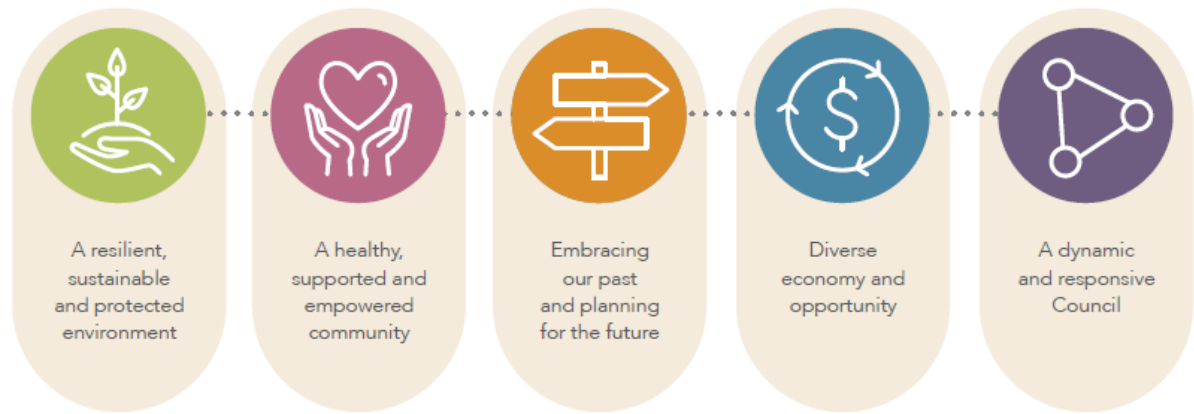
Municipal Health
and Wellbeing Plan
2021-2025



Annual Plan

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

Other Plans and Strategies

All other Council Plans and Strategies

A resilient, sustainable and protected environment

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

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP23.1	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Vehicle Charging Stations: Partner with Hepburn Energy and Chargefox to install three electric charging stations in Creswick, Hepburn Springs and Trentham.	Operations	1/01/2023	30/06/2024	All three charging stations installed as of July 2024.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.1	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Hepburn Shire Council Sustainability and Climate Change Policy: Adopt a Hepburn Sustainability and Climate Change Emergency policy and commence embedding this into Councils operations and decision-making processes.	Operations	28/06/2024	17/09/2024	The Hepburn Shire Climate Risk Management Policy was adopted by Council in September 2024. Further work is being undertaken to provide capacity building across Council teams to assist with embedding climate risk management decision making and practices.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.4	1.5	Protect and regenerate the natural resources of the Shire including soils, water and ecological systems, from both current and future threats	Roadside Conservation: Continue environmental services with an increased focus on weed management and roadside vegetation management including development and implementation of a Roadside Conservation Strategy.		28/06/2024		Council has appointed a Biodiversity Officer and the assessment and development of a multi-year roadside weed management program has been completed. A Roadside Conservation Management Plan in the early stages of development.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.1.1	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Undertake actions to support Council's declaration of a climate emergency including bi-annual reporting to community on local actions and projects which are delivering upon climate change mitigation, while ensuring that the levels of activity remain consistent with the importance of the climate emergency	Operations	30/06/2025		The two climate action strategies - Sustainable Hepburn, and the Hepburn Z-NET strategy continue to deliver strong results in the climate mitigation space (emissions reduction), and a quickly emerging area of focus, climate adaptation (community and ecosystem resilience to climate shocks). The Hepburn Z-NET Community Roundtable acts as a conduit for all Council progress updates and typically takes place at least 6 times per year. The newly established Sustainable Hepburn Advisory Committee also brings local community members into collaboration with Council and enables us to provide progress updates and seek partnerships to maximise our impact.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.1.2	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Review procurement policies and procedures to ensure they provide a focus on sustainable practices.	Financial Services	30/06/2025		The current procurement policy was adopted in September 2023 and a review will be undertaken in 2024/2025 to ensure that it continues to adhere to best practice guidelines with a focus on sustainable practices.	
CP25.1.1.3	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Continue to support the objectives of Hepburn Z-NET and the Hepburn Wind MOU to achieve the target of net zero community emissions by 2030	Operations	30/06/2025		The collaboration between Hepburn Shire Council and local community-owned renewable energy group Hepburn Energy continues to provide results in the emissions reduction space. The last 12 month audit of emissions reduction in the electricity sector showed a 10% reduction on the previous year, and Hepburn Z-NET remains one of the best-practice examples in Australia for collaboration between Council and community on climate action.	

STATUS



On Track



Progress Delayed



Completed






Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.1.4	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Promote the use of environmentally sustainable practices through planning processes and the Environmentally Sustainable Development Policy	Strategic Planning	30/06/2025		The preparation of a separate policy will be dependent on the final adoption of the Future Hepburn implementation plan in March 2025.	
CP25.1.1.5	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Pursue the environment and sustainability objectives outlined in Council's Municipal Planning Scheme	Strategic Planning	30/06/2025		Sustainability initiatives have been included in the recently adopted Future Hepburn Strategies. This will be further strengthened as the implementation of Future Hepburn progresses.	
CP25.1.1.6	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Support community transition to zero emissions through the Towards Zero Community Grants Program and or any other applicable grant funding program.	Operations	30/06/2025		The Sustainable Hepburn Community Grants replaced the 'Towards Zero' grants in FY23/24. After a successful first year, a further \$35,000 is available in 2025 to eligible local non-profit organisations. The grant round opens in February 2025 and will be delivered this financial year.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.1.7	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Contribute to the implementation of the Grampians Region Climate Adaption Strategy.	Operations	30/06/2025		<p>Council delivered two projects with the Department of Energy, Environment and Climate Action (DEECA). Grampians in 2022/23. A climate adaptation toolkit was developed in partnership with Hepburn Energy, Central Highlands Water, Djaara and other local stakeholders to help respond to climate impacts.</p> <p>Council developed and ran a series of workshops to assist Grampians Region Local Government Areas (LGAs) to respond to climate change by understanding adaptations options. Workshops were held in Ararat and Creswick.</p>	
CP25.1.1.8	1.1	Adapt to and mitigate climate change to reach net-zero community emissions by 2030	Publish Council's emission profile annually	Operations	30/06/2025		<p>A corporate emissions profile is published each year, soon after the end of the financial year. A second emissions profile which looks at the whole of the shire's greenhouse gas emissions is also consistently published each year.</p>	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.2.1	1.2	Prioritise environmental management, protection, and regeneration	Review Environmental Significance Overlays.	Strategic Planning	30/06/2025		Future Hepburn provided a high level review of ESOs, in the preparation of structure plans and the rural strategy. This resulted in, amongst others, a request to the Minister for Planning to approve an interim ESO for Mt Franklin and surrounds. The Future Hepburn implementation plan to be presented to Council in March 2025 will inform whether a further, more comprehensive review will take place.	
CP25.1.2.2	1.2	Prioritise environmental management, protection, and regeneration	Undertake appropriate Municipal Emergency Management Planning to prepare for and respond to natural disasters.	Emergency Management	30/06/2025		Community Emergency Risk Assessment (CERA) completed and Municipal Emergency Management Committee quarterly workplan in place to develop plans and sub plans to prepare for and respond to emergencies by 30/06/2025. Pre-season briefings undertaken and a number of community information sessions in partnership with various agencies	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.2.3	1.2	Prioritise environmental management, protection, and regeneration	Adopt and implement a Tree Management Strategy to protect existing trees and increase planting of new trees.	Operations	30/06/2025		Hepburn Shire's Tree Management Plan was endorsed by Council's Executive Team in July 2022. The plan was developed to provide guidance for the management of public trees to ensure a consistent approach whilst providing a safe environment for the community and increase township tree canopy cover.	
CP25.1.3.1	1.3	Transition to ecologically sustainable and accountable tourism	Develop and implement a sustainable and accountable Visitor Economy Strategy that balances sustainability goals whilst supporting the economy.		30/06/2025		Worked with our Visitor Economy Partners (Daylesford Macedon Tourism and Tourism Midwest Victoria) and adopted Destination Management Plans	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.4.1	1.4	Develop meaningful policies and strategic partnerships that link sustainability and public health	Strengthen and protect existing agriculture to support the availability, sustainability and accessibility of local food sources.	Community and Economy	30/06/2025		The Artisan Agricultural pilot is completed and resulted in strengthened relationships and contacts amongst the agricultural section. A shire wide Agricultural Forum was also held.	
CP25.1.4.2	1.4	Develop meaningful policies and strategic partnerships that link sustainability and public health	Promote community adaptation to the public health risks of climate change		30/06/2025		Council has provided community adaptation through health and wellbeing messages, Emergency response, staff community adaptation awareness training, emergency preparation training and awareness messages.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.4.3	1.4	Develop meaningful policies and strategic partnerships that link sustainability and public health	Increase community understanding of the risks of climate change to public health through communication and education		30/06/2025		Ongoing meetings with the external and internal Health and Wellbeing working groups completed. Ongoing communication plan to raise awareness continues. Staff awareness training provided. Sustainable youth and middle years activities embedded in school holiday programs and Sustainable Hepburn day. Community awareness initiatives, events and training offered throughout the year.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.4.4	1.4	Develop meaningful policies and strategic partnerships that link sustainability and public health	Develop a meaningful and strategic partnership with Dja Dja Wurrung to identify and collaborate on our shared environmental priorities	Operations	30/06/2025		Further progress has been made on this action through the continued growth of a strong relationship with Djaara through key contacts, particularly those involved in the climate change and caring for country aspects of Djaara's work. Council's Coordinator Sustainability and Climate has been invited by Djaara to review draft versions of related strategies, and there has been collaboration around several actions in Sustainable Hepburn 2022-2026.	
CP25.1.5.1	1.5	Protect and regenerate the natural resources of the Shire including soils, water and ecological systems, from both current and future threats	Develop and implement the 'Sustainable Hepburn Strategy' to align waste, sustainability, and biodiversity strategies	Operations	30/06/2025		Sustainable Hepburn Strategy endorsed at the August 2022 Ordinary Council Meeting. All five action plans of the strategy have been implemented by the responsible teams. Across the five action plans, 74 actions currently are active with 65 on track or completed by 30 June 2024.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.1.5.2	1.5	Protect and regenerate the natural resources of the Shire including soils, water and ecological systems, from both current and future threats	Continue environmental services with an increased focus on weed management and roadside vegetation management including development and implementation of a Roadside Conservation Strategy.		30/06/2025		Council has appointed a Biodiversity Officer and the assessment and development of a multi-year roadside weed management program has been completed. A Roadside Conservation Management Plan in the early stages of development.	
CP25.1.5.3	1.5	Protect and regenerate the natural resources of the Shire including soils, water and ecological systems, from both current and future threats	Support the implementation of priorities of the Integrated Water Management Plans		30/06/2025		Council continues to advocate for and pursue funding opportunities to support implementation of projects identified within the Integrated Water Management Plans.	

STATUS



On Track



Progress Delayed



Completed



Not Started





Cancelled

Hepburn Shire Council - Annual Plan Progress Report

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	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP23.10	2.3	Optimise the use of public spaces to increase participation and community connection	Walking and Cycling Strategy: Develop and adopt a Walking and Cycling Strategy.	Community and Economy	1/06/2023		The action has now been incorporated into the development of a Shire Wide Integrated Transport Strategy, which is due to be completed in 2025.	
AP24.5	2.1	Support appropriate land use and accommodate more affordable long-term housing within townships that conforms with the character of the area.	Review of Short Term Accommodation: Review possible regulation of short-term rental accommodation to assist with permanent rental housing supply, while still allowing for a diverse and sustainable base of tourist accommodation to support the local economy.	Strategic Planning	30/06/2024		A report will be presented to a Councillor Briefing in Feb/March 2025 to obtain a position on Council's next steps. This is in the context of the State Government levy being introduced in January.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.11	2.3	Optimise the use of public spaces to increase participation and community connection	Central Springs Mineral Reserve, Daylesford - Stage One Development: Enhance the visitor experience of our Mineral Springs by delivering accessibility and water quality improvements at Central Springs Mineral Reserve at Lake Daylesford.		30/06/2024	30/07/2024	Construction works including drainage improvements, new mineral spring bores, installation of a shelter and landscaping have been completed.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.12	2.3	Optimise the use of public spaces to increase participation and community connection	Recreation Masterplans for Clunes and Glenlyon: Prepare detailed designs for Clunes Recreation Reserve Masterplan and Glenlyon Recreation Reserve Masterplan, including detailed designs on the new Glenlyon Pavilion.		31/03/2024	30/04/2024	The completion of the Clunes Masterplanning Project was put on hold in August 2024 due to the Consultancy engaged being put into Liquidation. Officers successfully negotiated the provision of the Project's Intellectual Property to Council in November 2024. Officers commenced work on a project plan in December 2024 to achieve completion of the Project for future consideration by Council in early 2025. The progress of the Glenlyon Recreation Reserve Pavilion was considered by Council in September 2024. Officers undertook the expression of interest process to establish a Project Advisory Group (PAG) during November and December 2024. PAG nominations and membership will be considered by Council in early 2025.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.13	2.3	Optimise the use of public spaces to increase participation and community connection	Aquatics Business Case Development: Finalise a business case on aquatics provision within the Shire, as informed by the 2022 Hepburn Shire Aquatics Strategy.		31/12/2023	30/09/2024	A progress report on the Indoor Aquatics Provision Feasibility Study and Business Case was considered at the September 2024 Council Meeting. A key resulting action included undertaking further investigation and consolidating the future works required to the existing aquatics facilities for future funding consideration and inclusion in the forthcoming Council Plan. Planning on the additional information required was undertaken between October to December 2024. Preparation of the required additional information will commence in January 2025 for further consideration by Council in March 2025.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.1.1	2.1	Support appropriate land use and accommodate more affordable long-term housing within townships that conforms with the character of the area.	Develop an Integrated Affordable Housing Policy and Strategy.	Strategic Planning	30/06/2025		Informed by township character assessments, growth targets, demographic needs and of course 'A Home in Hepburn' our township structure plans have been structured to encourage more diversity in housing delivery whilst protecting the precious characteristics of our towns. There are recommendations in the plans on how infill development can better accommodate a variety of housing. We have also looked at the inclusion of small parcels of additional land into our towns to provide more options for the housing market.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.1.2	2.1	Support appropriate land use and accommodate more affordable long-term housing within townships that conforms with the character of the area.	Deliver the strategic planning program from the adopted Municipal Planning Scheme.	Strategic Planning	30/06/2025		An implementation plan is to be presented to Council for endorsement in March 2025.	
CP25.2.1.3	2.1	Support appropriate land use and accommodate more affordable long-term housing within townships that conforms with the character of the area.	Advocate for involvement in the Victorian State Government's Big Housing Build program.	Strategic Planning	30/06/2025		The recently appointed, fixed-term housing officer will further Hepburn's advocacy and engagement with housing agencies	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.2.1	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Conduct a gap and needs analysis of local health and community services to support advocacy for funding parity		30/06/2025		Council officers are working with the external Health and Wellbeing working group to complete a stakeholder matrix to assess gaps and opportunities for collaboration.	
CP25.2.2.2	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Promote partnerships with health service providers to improve shared community health outcomes		30/06/2025		External Health and wellbeing working group has completed stakeholder mapping, local data analysis and priority mapping for the Hepburn Shire that will inform the new Health and Wellbeing plan. Officers attend ongoing stakeholder meetings to ensure a collaborative approach across the Central Highlands region.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.2.3	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Support advocacy for a new facility for Central Highlands Rural Health.		30/06/2025		Hepburn Council offers ongoing support and advocacy for the upgrade to Daylesford Hospital.	
CP25.2.2.4	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Develop services networks to increase community awareness and access to local services		30/06/2025		The Community Services Support Network has regular attendance of 20 - 30 members and has increased to include many community groups working with venerable people. Collaborative local solutions is the focus and has achieved many outcomes for community e.g. Emergency preparedness support, increased food security supply, Daylesford showering facility, and hoarding support services.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.2.5	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Develop, adopt and implement an Early Years Strategy		30/06/2025		The Early Years Strategy 'Starting Blocks' was adopted in 2022. Council continues to work with partners to deliver on objectives outlined in the strategy.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.2.6	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Develop, adopt and implement a Positive Ageing Strategy.		30/06/2025		Annual action plans and reviews track the implementation of the eight focus areas of the strategy: 1. Community and Information, 2. Community and Health services, 3. Housing, 4. Outdoor spaces and Buildings, 5. Transport, 6. Social Participation, 7. Civic Participation and Employment, 8. Respect and Respectful. Key achievements over the 12 months have been Advocacy, Senior's festival events, Positive Ageing expo, stakeholder support and improvements in access to community information	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.2.7	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Work with our partners to support the provision of Early Years Services, e.g. Maternal Child Health, Kindergartens, Childcare and Playgroup.		30/06/2025		Successful advocacy has supported the new Clunes Early Years hub which will include a playgroup room and Maternal Child Health consultation room. Council is currently upgrading Hepburn Kindergarten and has received a scoping grant to consult and design a future plan for Daylesford Community Childcare. Ongoing advocacy continues for Early Years services in Trentham.	
CP25.2.2.8	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Continue services to build strong, safe and resilient communities (emergency management, local laws, animal control, environmental health).	Emergency Management	30/06/2025		Community Safety has held multiple community sessions on local laws, footpath trading, environmental health and cat desexing in July - December 2024. CS aim to hold two public sessions each quarter until end of 24/25FY.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.2.9	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Deliver actions identified in the Disability Action and Inclusion Plan (DAIP) 2018-2022.		30/06/2025		Disability Action and Inclusion Plan 2018-2022 was reviewed, and incomplete actions were carried forward in the new Disability Action Plan.	
CP25.2.2.10	2.2	Increase the availability and accessibility of services in the Hepburn Shire area to support liveability, health, and wellbeing	Develop, adopt and implement a new Disability Action and Inclusion Plan post-2022		30/06/2025		Disability Action and Inclusion plan reviewed and used to create new Disability Action Plan 2022-2026.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.3.1	2.3	Optimise the use of public spaces to increase participation and community connection	Increase female health and wellbeing by implementing the Hepburn Shire Active Women and Girls Strategy		30/06/2025		In August 2024, Officers commenced collaborating with the Northern Grampians Health Service and the Daylesford and Hepburn United Soccer Club to integrate the Act@Play program within the club environment. The program is ongoing and will predominantly be undertaken during the Club's 2025 Winter Season during April to September 2025. Year 1 Fair Access Policy Actions including the collection of club participation data, will be initiated throughout the first half of 2025.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.3.2	2.3	Optimise the use of public spaces to increase participation and community connection	Implement appropriate actions from the 'Play is for everyone' Hepburn Shire Playspace Strategy.		30/06/2025		A 2024/2025 budget allocation to undertake renewal works to the Clunes Medlyn and Lyonville Community Playspaces was endorsed by Council in June 2024. In July 2024, playspace projects including the Trentham outdoor fitness space installation, Clunes Queens Park shade structure and Newlyn Recreation Reserve playspace planning were successful in receiving Victorian Government co-funding through the Tiny Town Fund, The annual Hutchinson's safety audit of playspaces was undertaken in September 2024 and resulted in priority renewal works projects to be considered in Council's 2025/2026 capital works program.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.3.3	2.3	Optimise the use of public spaces to increase participation and community connection	Support access and participation through strong asset management practices aligned with developing a long-term Asset Plan		30/06/2025		Council's current Asset Plan was developed in consultation with the community and is currently being reviewed. The 10-year plan seeks to provide effective and efficient management of public assets in the most cost-effective manner. Council officers continue to undertake the development of masterplans in conjunction with key stakeholder groups and taking into account community input, and advocate for projects and programs which encourage and support community participation and improved access.	
CP25.2.3.4	2.3	Optimise the use of public spaces to increase participation and community connection	Facilitate walking and cycling infrastructure by implementing works outlined in the Walking and Cycling Strategy		30/06/2025		The action has now been incorporated into the development of a Shire Wide Integrated Transport Strategy, which is due to be completed in 2025.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.3.5	2.3	Optimise the use of public spaces to increase participation and community connection	Promote the use of libraries and hubs throughout Hepburn Shire.		30/06/2025		For 2024/25, the Libraries team will work with the Communications team to upgrade and revitalise the libraries webpage, and to develop a Social media strategy.	
CP25.2.3.6	2.3	Optimise the use of public spaces to increase participation and community connection	Maintain our open spaces for the enjoyment of our community and visitors.		30/06/2025		Maintenance of Council's open spaces including parks and reserves, sportsfields and township areas throughout the Shire is ongoing.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.3.7	2.3	Optimise the use of public spaces to increase participation and community connection	Design, develop and advocate for funding to enhance or build sport and active recreation facilities identified through Master Planning. Ensure design and construct projects comply with Universal Design principles, including compliance with the Design for Everyone Guide	Community and Economy	30/06/2025		Federal funding commitment of \$1.25m will co-fund priority projects from the Doug Lindsay and Glenlyon Recreation Reserves Master Plans. Council were successful in gaining a Victorian Government Grant of \$185,500 to co-fund new sports lighting at the Newlyn Recreation Reserve. Universal design elements were incorporated into the delivery of both the Trentham Sportsground Pavilion and Calemben Park Amenities Projects that will support the development of diverse participation in a range of sport and active recreation participation opportunities.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.3.8	2.3	Optimise the use of public spaces to increase participation and community connection	Deliver key projects including Wombat Hill Botanic Gardens enhanced visitation experience, Bullarto Station Precinct development and Creswick Town Hall restoration		30/06/2025		The Bullarto Station Upgrade Project and the Creswick Town Hall Project have been completed. Wombat Hill Botanical Gardens works have been delayed, however are ready to commence in early 2025.	
CP25.2.3.9	2.3	Optimise the use of public spaces to increase participation and community connection	Finalise and implement the Hepburn Shire Aquatic Strategy.		30/06/2025		OHS, Compliance and Leak Remediation works on the existing swimming pools and splash park are 90% complete and due to be fully completed by June 2025.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.4.1	2.4	Assist our community to increase access to healthy food to improve nutrition, reduce chronic disease, improve mental wellbeing and strengthen the local food production system.	Lead by example, by supplying and promoting local healthier food and drink options across Council-run meetings, events, activities, facilities and programs.		30/06/2025		Healthy Eating policy to be presented to Executive Leadership Team and Council in early 2025. This policy will guide food and drink options for internal meetings and training. Continued to provide healthy food choices at Hepburn Shire outdoor community pools kiosks at season commencement in December 2024.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.4.2	2.4	Assist our community to increase access to healthy food to improve nutrition, reduce chronic disease, improve mental wellbeing and strengthen the local food production system.	Support initiatives that encourage healthier lifestyles and habits across the lifespan, particularly in children's early years.		30/06/2025		Hepburn Council offers Children's grants to local providers to support young families. Hepburn Council 'Starting Blocks' Early and Middle Years Strategy focuses on encouraging healthier lifestyles and improving outcomes for young families. Free family events, awareness campaigns and healthy lifestyle programs are offered throughout the year including Healthy Choices in the pools, Children's cooking classes, Skate competitions and partnerships with Daylesford College on the Youth Mental Health program Live4Life.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.4.3	2.4	Assist our community to increase access to healthy food to improve nutrition, reduce chronic disease, improve mental wellbeing and strengthen the local food production system.	Partner with local organisation/s to increase access to healthy and affordable food (including for vulnerable groups) and to support positive food system change		30/06/2025		Council officers are working with local Neighbourhood houses. Good Grub Club, 5000 Club and other food security groups to build better food access for vulnerable groups. We have also updated information on community websites to increase awareness of programs available.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.4.4	2.4	Assist our community to increase access to healthy food to improve nutrition, reduce chronic disease, improve mental wellbeing and strengthen the local food production system.	Partner with key health agencies to support initiatives and services to improve health and wellbeing		30/06/2025		External Municipal Public Health and Wellbeing Working Group continues to work together to improve health and wellbeing outcomes within Hepburn Shire. MOU continued with Central Highlands Rural Health to support links with health promotion and allied health professionals Live4Life and Daylesford College to support youth mental health. New MOU with Neighbourhood houses will continue with this collaborative approach.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.5.1	2.5	Improved mental wellbeing within the community	Raise awareness and understanding of mental health services and resources, and work with other levels of government to localise and improve mental health services available to residents with a specific focus on youth mental health		30/06/2025		Mental health awareness campaign throughout Council's social media. Seniors Festival supported events to combat social isolation for older people. Hepburn Council has signed a partnership with Daylesford College around the Live4Life program addressing youth mental health through a collaborative community-based approach.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.5.2	2.5	Improved mental wellbeing within the community	Strengthen partnerships and support education, programs, events and prevention activities that focus on community participation, diversity and inclusion		30/06/2025		Gender Equity, Reconciliation, Disability and Rainbow Advisory Committees met regularly providing advice to Council on projects, programs and policy to ensure all services promote community participation, diversity and inclusion. Council officers facilitate and attend a wide range of committees and networks to support a collaborative approach across Council to raise community awareness.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.5.3	2.5	Improved mental wellbeing within the community	Adopt a co-benefit approach to improving mental wellbeing, supporting active living and healthy eating initiatives		30/06/2025		Active lifestyle programs supported through positive ageing groups, volunteer program (VIC's, Museums and L2P driver program), youth programs. Active in pools sessions and ongoing sporting facility upgrades. Healthy eating initiatives through Council run events and activities such as Healthy Choices in pools, cooking classes, healthy eating showbags (free family events, Sustainable Hepburn Day and Positive Ageing Expo) and seed planting packs for school holidays. Council also continues to advocate through actions such as a submission to the "Inquiry into Securing the Victorian Food Supply"	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.2.5.4	2.5	Improved mental wellbeing within the community	Ensure Council services, activities and facilities are accessible and inclusive to remove barriers to participation		30/06/2025		All new and upgraded buildings compliant, in line with DDA standards.	

STATUS



On Track



Progress Delayed



Completed



Not Started




Cancelled

Hepburn Shire Council - Annual Plan Progress Report

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	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP23.13	3.1	Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate, and preserve our area's cultures, traditions, and environs	COVID Stimulus Infrastructure Projects: Continue to deliver key stimulus funded projects including, Bullarto Station Tourist Precinct, Creswick Town Hall and Wombat Hill Botanical Gardens		1/06/2023	30/07/2024	The Bullarto Station Upgrade Project and the Creswick Town Hall Project have been completed. Wombat Hill Botanical Gardens works have been delayed, however are ready to commence in early 2025.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP23.16	3.2	Protect and enhance the existing character of our towns and rural settings through community-inclusive strategic planning to strengthen planning controls on growth and development	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	1/06/2023		Adopted September 2024	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.15	3.1	Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate, and preserve our area's cultures, traditions, and environs	Innovate Reconciliation Action Plan: Develop and adopt a new Reconciliation Action Plan to ensure an inclusive community, reduce racial discrimination, identify and acknowledge issues requiring actions of reconciliation.	People and Culture	30/06/2024	20/08/2024	The Innovate RAP has been fully endorsed by Council and is with Reconciliation Australia for final review. Expected feedback on endorsement due 17 January.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.16	3.2	Protect and enhance the existing character of our towns and rural settings through community-inclusive strategic planning to strengthen planning controls on growth and development	Future Hepburn: Continuation of Hepburn's key strategic planning program through the development of town structure plans, agricultural land and rural settlement strategy, integrated transport strategy and other supporting technical studies.	Strategic Planning	30/06/2024		Adopted September 2024	
AP24.17	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Daylesford Town Hall Restoration Stage 1: Award tender for the delivery of priority structural and electrical repair works to the Daylesford Town Hall to conserve our important heritage asset.	Operations	30/06/2024		Structural tender awarded September 2024. Construction currently underway. Electrical works to be tendered separately.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.19	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Shire Wide Integrated Transport Strategy: Adopt a 10-year integrated transport strategy for improved connections for the community through the various modes of transport including active transport such as walking and cycling.	Strategic Planning	31/05/2024	30/06/2024	Intended to be adopted with the suite of structure plans and rural strategy. Was required to be completed separately due to resourcing constraints.	
AP24.21	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Historic Wheelers Bridge in Lawrence: With financial assistance from the Australian Government, begin construction on the historic Wheelers Bridge in Lawrence.		31/03/2024	31/03/2025	Detailed design is in the process of being finalised and engineering checks completed, including additional scope relating to scaffolding and guardrail. An extension to the grant funding agreement has been obtained acknowledging the further work required.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.1.1	3.1	Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate, and preserve our area's cultures, traditions, and environs	Continue to implement and review the Reconciliation Action Plan (RAP) and build strong partnerships through the RAP Advisory Committee		30/06/2025		Our new Innovate RAP was endorsement by Council in August 2024 we are working on the final design phase and once approved from Reconciliation Australia we will look to launch the new RAP.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.1.2	3.1	Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate, and preserve our area's cultures, traditions, and environs	Hold annual strategic meetings with Dja Dja Wurrung to share and align projects and priorities		30/06/2025		Relationships and collaboration with Dja Dja Wurrung peoples is strong, thanks to our collaborative work with DJAARA. We have met often across the year to share and align projects and priorities including work on the Innovate RAP (Reconciliation Action Pan), the Djuwang Baring Trails and The Mechanics Trentham including the fish traps indigenous artwork, Cultural Values Assessment, and returning language to Dja Dja Wurrung Country, known as Djandak. We have a new Innovate Reconciliation Action Plan that steps out our commitment and direction moving forward.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.1.3	3.1	Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate, and preserve our area's cultures, traditions, and environs	Develop and implement an Arts and Culture Strategy to support local artists to provide creative cultural experiences to enrich community wellbeing		30/06/2025		Arts and Culture Strategy was adopted in June 2024 and implementation will now commence. Status updated as complete as per annual report 23/24 EV	
CP25.3.1.4	3.1	Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate, and preserve our area's cultures, traditions, and environs	Develop and implement an Indigenous Heritage Strategy to support the recognition and preservation of Aboriginal cultural heritage	Strategic Planning	30/06/2025		Will be considered further in March 2025 when an implementation plan is presented to Council for adoption.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.1.5	3.1	Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate, and preserve our area's cultures, traditions, and environs	Manage and support our heritage buildings in accordance with the adopted Hepburn Heritage Strategy 2020-2030	Strategic Planning	30/06/2025		Considered as part of the recently adopted Future Hepburn work. Next steps will be informed by an implementation plan that will be presented to Council for adoption in March 2025.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.1.6	3.1	Partner with and empower our Traditional Owners and broader community to acknowledge, understand, celebrate, and preserve our area's cultures, traditions, and environs	Partner with other Council's to advocate for UNESCO World Heritage Listing of the Central Victorian Goldfields	Community and Economy	30/06/2025		The Victorian Goldfields UNESCO World Heritage bid was given a boost thanks to \$3.8 million announced in the Victorian Budget for championing Victoria's outstanding heritage. Officers provided input into the draft World Heritage Sustainable Tourism Master Plan and all feedback has been accepted. The Steering Committee have postponed plan finalisation to allow for the shift to the "Victorian Goldfields" approved by the Minister Planning as this name is recognised better internationally. The Steering Committee will be called on to accept the report once this variation has been completed.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.2.1	3.2	Protect and enhance the existing character of our towns and rural settings through community-inclusive strategic planning to strengthen planning controls on growth and development	Develop and complete Town Structure Plans as per Council's strategic planning program.	Strategic Planning	30/06/2025		Adopted September 2024	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.2.2	3.2	Protect and enhance the existing character of our towns and rural settings through community-inclusive strategic planning to strengthen planning controls on growth and development	Support community planning to enable local communities to determine their priorities for the future.		30/06/2025		Community Planning actions are no longer directly actioned by Council.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.2.3	3.2	Protect and enhance the existing character of our towns and rural settings through community-inclusive strategic planning to strengthen planning controls on growth and development	Conduct a study of land development supply	Strategic Planning	30/06/2025		Land Demand & Supply study was prepared by Nation Partners in 2022 with an addendum provided in 2023. The reports are available through Participate Hepburn.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.2.4	3.2	Protect and enhance the existing character of our towns and rural settings through community-inclusive strategic planning to strengthen planning controls on growth and development	Develop an Agricultural Land Use and Settlement Strategy.	Strategic Planning	30/06/2025		Council adopted structure plans and rural strategy in September 2024.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.2.5	3.2	Protect and enhance the existing character of our towns and rural settings through community-inclusive strategic planning to strengthen planning controls on growth and development	Undertake strategic land use planning to identify access to commercial and industrial land.	Strategic Planning	30/06/2025		Formed an integral component of the adopted structure plans and rural strategy.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.2.6	3.2	Protect and enhance the existing character of our towns and rural settings through community-inclusive strategic planning to strengthen planning controls on growth and development	Develop and implement a local Environmentally Sustainable Design (ESD) Planning Policy.	Strategic Planning	30/06/2025		Draft ESD policy was included in the C80 Hep Planning Scheme review. Further Environmentally Sustainable Design outcomes have been recommended through our Future Hepburn suite of work.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.3.1	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Continue to provide strong management and maintenance of our infrastructure.		30/06/2025		Council has an Asset Management framework which, along with associated plans, guide the management and maintenance of community infrastructure and future asset planning. The Asset Management Policy and Plan are currently being reviewed in line with Council's other integrated strategies. In order to improve Council's asset management maturity and inform future levels of service, data collection and validation is undertaken on an ongoing basis, with open space asset and valuation data being the focus in 2024/25.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.3.2	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Support the amenity of our towns through the maintenance, replacement and development of streetscapes.		30/06/2025		Multiple streetscape projects across the Shire have been delivered over recent years and ongoing maintenance of open spaces and civil infrastructure in township areas continues to be undertaken. Further projects improving road safety and pedestrian connectivity are currently being planned, with supplementary grant funding sought where possible.	
CP25.3.3.3	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Advocate, plan and deliver pedestrian, cycling and recreation paths and trails that reduce reliance on vehicles.	Community and Economy	30/06/2025		Over 55.5kms of works have been delivered on shared footpaths and trails throughout the Shire within the 2022-2023 Financial Year.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.3.4	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Advocate to the State and Federal Government to improve cycling connections, public transport infrastructure and roll out of a public electric vehicle (EV) charging network across city boundaries and the broader region.	Operations	30/06/2025		<p>Progress has been made on this action via the completion of the Hepburn Shire EV charging station roll-out of 3 new public fast chargers located at Hepburn Springs, Creswick and Trentham, and primarily funded by the Victorian Government. There is another charger currently being installed in Clunes which will bring the number of public EV chargers in the shire to 5.</p> <p>A study undertaken by a dozen neighbouring councils, led by the Central Victorian Greenhouse Alliance has resulted in a regional roadmap and municipal 'future EV charging needs' for each council, with results to be presented to Council in early 2025. A group advocacy piece aimed at unlocking future funding including active and sustainable transport is being developed.</p>	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.3.3.5	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Ensure sustainable and accessible infrastructure that promotes healthy recreation, physical activity and social connection	Community and Economy	30/06/2025		Sustainable and accessible infrastructure has been achieved in delivered sport and active recreation projects and through the master plan development undertaken on community sport and active recreations places and spaces.	
CP25.3.3.6	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Maintain and improve the amenity and cleanliness of townships, roadsides and public spaces.		30/06/2025		Maintenance of Council's open spaces including parks and reserves, sportsfields and township areas throughout the Shire is ongoing.	
CP25.3.3.7	3.3	Build and maintain quality infrastructure that supports and promotes liveability and active living in the community	Advocate for and partner in the delivery of Council's priority projects.	Financial Services	30/06/2025		Development of the 10-year long term financial plan and future budgets provides the basis for the identification and delivery of Council's priority projects.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Diverse economy and opportunities

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

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.23	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Enhancing Hepburn's Digital Planning and Reporting Capability: With the financial assistance from the Victorian Government, deliver digital enhancements to modernise Council's planning services and improve the customer experience.	Planning and Building	30/06/2024		Grant funding acquitted. Separately work is being done to finalise the webpage.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.25	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Mineral Springs Awareness Campaign: Through funding from the Victorian Government, develop marketing tools to raise the awareness and understanding of Mineral Springs in the region for locals and visitors.		30/06/2024		The marketing tools to support the Mineral Springs Awareness Campaign include the development of the Mineral Springs Victoria Website, a brochure and a display in the Daylesford Visitor Information Centre. The website is complete and will launch in early 2025, the brochure is under development and the delay on completion is due to key stakeholders needing extra time to review.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.1.1	4.1	Work in partnership to attract and retain young people in our area through the provision of improved digital connectivity, education opportunities, employment pathways, affordable housing, improved public and active transport options, and leadership opportunities	Develop and implement a Youth Strategy 2021-25 to support the delivery of services and opportunities to young people in Hepburn Shire		30/06/2025		"ACE" Youth Development Strategy 2022-2030 created and during 2023/24 implementation included a number of key actions: Youth mental health training, apprenticeship program, free freeza events, ongoing youth programs, school holiday programming, youth advocacy and creating a youth advisory group.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.1.3	4.1	Work in partnership to attract and retain young people in our area through the provision of improved digital connectivity, education opportunities, employment pathways, affordable housing, improved public and active transport options, and leadership opportunities	Advocate to government to assist with funding of the business case for the establishment of Institute of Gastronomy within the shire.		30/06/2025		Advocacy to government and support for the growth of the gastronomy industry within our shire continues.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.1.4	4.1	Work in partnership to attract and retain young people in our area through the provision of improved digital connectivity, education opportunities, employment pathways, affordable housing, improved public and active transport options, and leadership opportunities	Investigate the formation of a Youth Council or Youth Advisory Committee.		30/06/2025		Investigations completed and Council has partnered with Foundation for Young Australians to implement the Young Mayors Program. The Young Mayors Program has pivoted to ensure a higher level of engagement from young people living, working, studying or playing in Hepburn Shire. We have implemented a Youth Advisory Group to assist in building momentum and awareness for the program.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.2.1	4.2	Advocate for improved internet infrastructure to support business, residents who work from home, students, and other citizens of the Hepburn Shire area	Support implementation of Central Highlands Digital Plan.	ICT	30/06/2025		All opportunities to Advocate for improved internet infrastructure to support business, residents who work from home, students, and other citizens of the Hepburn Shire area. New high speed fixed wireless NBN tower being planned for Sailors Falls, at a cost of \$430,374 funded by NBN. A number of other upgrade projects taking place in the region, including a number of 5G upgrades, power resilience programs, greenfield tower in Drummond, and upgrades to NBN fixed wireless in Clunes. Advocacy work will continue as an ongoing BAU activity. Public Wi-Fi available in all customer experience and library locations. Rollout will continue to other areas when budget or grant funding allows this.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.2.2	4.2	Advocate for improved internet infrastructure to support business, residents who work from home, students, and other citizens of the Hepburn Shire area	Review the impact of the co-working space at the Hepburn Hub at the Rex and explore the feasibility of a local co-working spaces in other parts of the Shire.	Community and Economy	30/06/2025		Project cancelled and external funding returned to funding body.	
CP25.4.2.3	4.2	Advocate for improved internet infrastructure to support business, residents who work from home, students, and other citizens of the Hepburn Shire area	Install public wi-fi in appropriate areas.	ICT	30/06/2025		Public Wi-Fi available in all customer experience and library locations. Rollout will continue to other areas when budget or grant funding allows this.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.2.4	4.2	Advocate for improved internet infrastructure to support business, residents who work from home, students, and other citizens of the Hepburn Shire area	Advocate to ensure that our community has access to, and benefits from reliable digital services.	ICT	30/06/2025		All opportunities to Advocate for improved internet infrastructure to support business, residents who work from home, students, and other citizens of the Hepburn Shire area. New high speed fixed wireless NBN tower being planned for Sailors Falls, at a cost of \$430,374 funded by NBN. A number of other upgrade projects taking place in the region, including a number of 5G upgrades, power resilience programs, greenfield tower in Drummond, and upgrades to NBN fixed wireless in Clunes. Advocacy work will continue as an ongoing BAU activity.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.1	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Implement a Business Concierge model (Customer Service, Planning and Economic Development) to enhance the permit approvals process.		30/06/2025		There is no formal Business Concierge Model in place. Instead, the Planning and Economic Development Teams have established regular meetings and communication regarding business permits and applications. Council's Economic Development Officer continues to provide support to businesses.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.2	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Invest in streetscapes and infrastructure in commercial and retail areas across the Shire.	Community and Economy	30/06/2025		<p>The following streetscapes works / investments were completed in FY22/23:</p> <ul style="list-style-type: none"> • Vincent St, Daylesford round-a-bout garden redevelopment. • Pearman Street, Creswick kerb and channel, road upgrade, pedestrian connections. • Albert St, Trentham drainage upgrade • Albert St, Creswick Street furniture renewal • Various locations, street planter box installations. 	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.3	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Finalise the pilot project of the Artisan Agriculture Project to support producers more broadly.	Community and Economy	30/06/2025		The Artisan Agriculture Pilot is completed and has resulted in strengthened relationships and contacts amongst the agricultural sector.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.4	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Develop and implement an Economic Development Strategy that ensures diverse offerings.		30/06/2025		The development of an Economic Development Strategy did not receive a budget allocation. Other initiatives that have been implemented to support businesses includes the development of a Business Survey Implementation Plan, Development of Central Highlands Growers and Producers Hub website, established partnerships with Industry Bodies and local Business and Tourism Associations, a comprehensive business workshop program and regular communication via a Business newsletter.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.5	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Develop and implement a Commercial Land Use Policy.	Strategic Planning	30/06/2025		Will form part of the consideration with the upcoming implementation plan.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.6	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Develop and implement a HSC Shire Wide Agricultural and Rural Settlement Strategy.	Strategic Planning	30/06/2025		Strategy adopted by Council. Implementation will require a planning scheme amendment, which if endorsed by Council, will commence late 2025	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.7	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Support local and regional tourism campaigns and initiatives to support the local offer.	Community and Economy	30/06/2025		Council has formalised a partnership with Tourism Midwest, the inaugural Visitor Economy Partnership in Victoria to improve exposure, branding and product development in the West of the Shire. This augments Council's existing partnership with Daylesford Macedon Tourism which continues to showcase the region to travellers at a high level.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.8	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Implement the Events Strategy 2020-2025 building on existing brand pillars including Indulge (Food & Drink), Refresh (Escape & Rejuvenate), Learn (History & Culture) and Make (Art & Artisans).	Community and Economy	30/06/2025		Council supported 60 events in FY23 with significant social, community and economic benefits coming to the region. Three signature events (Spudfest, Chillout and Booktown) and two regional events (Motorfest and Cresfest) combined brought an estimated 60,000 visitors to the region.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.3.9	4.3	Support and facilitate a diverse and innovative local economy that encourages an increase of local businesses with diverse offerings to achieve positive social, economic and environmental impacts	Review procurement policy to ensure a focus on sustainable practices, a meaningful partnership with Dja Dja Wurrung and support local business.	Financial Services	30/06/2025		The current policy has a focus on and provides incentives to support Djaara and other traditional owner organisations.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.4.1	4.4	Develop and promote the circular economy to diversify our local economy and support our sustainability goals	Review waste services to ensure alignment with the new State Government's Circular Economy program	Operations	30/06/2025		Food and garden organics service successfully rolled out to the Shires township April 2024 with commercial businesses ability to opt in from July 2024. Glass disposal and recycling services offered at the shires Transfer Stations and CDS machines. Officers currently scoping possible 4 bin kerbside services for all households in line with Circular Economy draft standards however, still awaiting finalised standards from State Government. Hepburn Shire officers continue to advocate to State Government on softening regulations on a mandatory 4 bin kerbside service to all households.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.4.4.2	4.4	Develop and promote the circular economy to diversify our local economy and support our sustainability goals	Develop and promote the circular economy to diversify our local economy and support our sustainability goals	Operations	30/06/2025		Continued work monitoring numerous recyclable materials including soft plastics with scoping nearing completion with a proposed trail 25/26 financial year. Scope works underway for Daylesford transfer station master planning to include circular economy hub with new circular services including textiles and improved community access to reusable material. Successful SV grant funding acquired for circular organics project with project currently on track showing best use for our FOGO compost to Council reserves and community.	

STATUS



On Track



Progress Delayed



Completed



Not Started




Cancelled

Hepburn Shire Council - Annual Plan Progress Report

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	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP23.30	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Review of Council Services and Programs: Providing options to Councillors for undertaking service reviews of programs, and services offered by Council.	People and Transformation	1/04/2023		Annual Plan 22-23 Initiative has been rolled over into new annual plan action AP24.29.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP23.31	5.4	Improve staff resourcing, support, and capacity building	Employer Value Proposition: Develop Employer Value Proposition and tools to market HSC more effectively as an employer.	People and Culture	1/03/2023	30/06/2024	Development of the EVP is still ongoing. It became apparent that with the work connected to the Financial Vision, we had to ensure the EVP was appropriately aligned. We are working through the development, in connection to our Employee Engagement Survey results and the establishment of a Cultural Champions group, and internal group, who can help determine our recruitment brand.	
AP24.30	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Review of 10-year Long Term Financial Plan: Conduct a review of Council's 2021-2031 Long Term Financial Plan to ensure that Council is investing in the assets and services that reflect the communities' values.	Financial Services	30/06/2024		Council's Financial Vision was adopted in September 2024 as part of the long-term financial planning covering 2024-2027. The 10-year Long Term Financial Plan is being reviewed and updated in conjunction with the development of the 2025/26 budget for adoption in June 2025.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.33	5.5	Strong asset management and renewal	Staff Accommodation and Community Facilities: Undertake scoping and planning of staff accommodation and Birch Ward facilities.		31/03/2024	17/09/2024	Medium term staff accommodation works are complete with 24 Vincent Street occupied, following the relocation from Daylesford Town Hall. Server room and office alterations at the Daylesford Depot site are also complete, with meeting room conversion in progress, anticipated to be complete in early February 2025. Design feasibility for the Daylesford Community Facility has been completed and schematic design in progress, scheduled for completion mid 2025 pending consultation outcomes.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
AP24.34	5.6	Be a leader in gender equality and equity and promote respect and safety in our community	Gender Equity: Continue to implement Council's Gender Equity Plan with a focus on embedding an inclusive culture that respects diversity by providing a safe workplace for Council Staff and ensuring that we have transparent, fair and gender diverse recruitment practices.	People and Culture	30/06/2024		Gender Equality work, as scheduled for 2024 was undertaken including participation in the Gender Equality Commission's 2-year Gender Audit which show's Hepburn's progress in gender equality measures.	
CP25.5.1.1	5.1	Harness community expertise	Conduct a Community Skills Session to capture community skills and interest for future engagements.		30/06/2025		With staff changes, this has been delayed. Work will commence in 2025.	

STATUS



On Track



Progress Delayed



Completed






Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.1.2	5.1	Harness community expertise	Strengthen processes to create strong alignment with community-led engagement.		30/06/2025		The current policy has a focus on and provides incentives to support Djaara and other traditional owner organisations.	
CP25.5.1.3	5.1	Harness community expertise	Continue to value, support and implement Community Reference Groups, where appropriate.		30/06/2025		A Community panel for the next Council Planning period will be established to ensure community voices are included. The panel will be recruited in January and February 2025.	
CP25.5.1.4	5.1	Harness community expertise	Actively participate in community and government networks and regional alliances.		30/06/2025		Hepburn Council officers participate in a wide range of community and government networks. Including Early Years Network, Hepburn Engaging Youth, Prevention of Violence Network and Community Service Support network. Council also participates in MOU's with Daylesford College, Young Mayors, Live4life and Central Highlands Rural Health.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.2.1	5.2	Actively communicate, inform and engage with our community about events and decision-making	Implement the Community Engagement Policy and procedures to improve community engagement practices and relationship building		30/06/2025		Completed Engagement Framework and toolbox to support community engagement projects. Continuing to add new processes as they are identified in line with commitment to continuous improvement.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.2.2	5.2	Actively communicate, inform and engage with our community about events and decision-making	Communicate in a timely, clear, responsive and accessible way about decisions and circumstances that impact our community		30/06/2025		The Communications Team uses various channels to communicate with our residents, ratepayers, businesses and stakeholders. Council has over 6,300 followers on Facebook, over 3,100 on LinkedIn and just under 4,000 subscribers to Hepburn Life. In addition to these digital means of communicating, we publish a Council News page in all the community newsletters around our Shir. Our corporate website generates around 90,000 views per quarter and Participate Hepburn is used our engagement platform. Council received positive trends in relation to Consultation and Engagement as part of the annual statewide Community Satisfaction Survey.	

STATUS



On Track



Progress Delayed



Completed






Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.2.3	5.2	Actively communicate, inform and engage with our community about events and decision-making	Implement the recommendations of Hepburn Shire Council Service Review - Customer Experience		30/06/2025		Staff consultation has been completed. Changes to commence 1 March 2025. Community engagement will commence in January 2025.	
CP25.5.2.4	5.2	Actively communicate, inform and engage with our community about events and decision-making	Create an online database of Community Groups and contacts from across the Shire accessible to relevant Council Departments		30/06/2025		The online Business and Community Directories were launched in August 2024. Both Businesses and Community Groups can add and update their listing and contact details as required and this information is publicly available on Council's website.	
CP25.5.2.5	5.2	Actively communicate, inform and engage with our community about events and decision-making	Increase public participation in council meetings by continuing to live stream meetings	Governance and Risk	30/06/2025		All Council Meetings held in 2023/2024 were live streamed via Council's Facebook page. The recordings remain available for people to view.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.3.1	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Strengthen the Integrated Strategic Planning and Reporting Framework, including a programmed service review of all Council services	People and Culture	30/06/2025		Extensive work undertaken on the development of the HSC Integrated Planning Framework and how this will connect the Council Plan to Council Officers work, and how this will influence strategies, work plans and service reviews. Expected to be fully developed to implement with the new Council Plan in July 2025	
CP25.5.3.2	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Develop and implement an Annual Plan to set the operational direction of Council year on year.	People and Transformation	30/06/2025		Annual Plan for 2023-2024 was developed and delivered. In 2024-2025, as this is the final year of the Council Plan, there won't be a separate Annual Plan as focus will be on delivery and finalisation of all outstanding actions.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.3.3	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Enhance long-term financial planning and forecasting through the development and implementation of a Long-Term Financial Plan	Financial Services	30/06/2025		The Financial Plan was adopted in October 2021. Community engagement on service priorities and appetite for options to address the financial sustainability of Council is underway in July with Councillor workshops scheduled for August, to develop and financial vision for the next 10 years.	Completed
CP25.5.3.4	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Effectively advocate, scope projects, prepare applications and ensure delivery of major initiatives and projects	Projects	30/06/2025		Improved projects development, using the Project Management Framework has led to the progression of highly complex projects (Creswick Trails, Trentham Hub) and the delivery of a record amount of capital works expenditure.	Completed

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.3.5	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Development and implementation of an Information, Communications and Technology (ICT) Strategy to ensure staff have quality equipment and software to deliver high quality services to our community	ICT	30/06/2025		ICT Strategy has been completed, ratified and in place. Work now progressing on relevant transformation and project items.	
CP25.5.3.6	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Ensure Council practices, processes and decision making is compliant with the Local Government Act 2020 provisions and other related legislation and regulations	Governance and Risk	30/06/2025		Throughout 2023-2024, Council meetings and decisions have been conducted in compliance with the Local Government Act 2020. Council's instruments of delegation and authorisation are reviewed twice a year to account for changes to legislations, as well as changing roles and responsibilities.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.3.7	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Strengthen internal Governance and Risk through ongoing Councillor and staff capacity building and skill development	Governance and Risk	30/06/2025		Councillors have been provided information and training regarding the Governance Rules, conflicts of interest, Councillor and staff interaction, rating and valuations, critical infrastructure and emergency management. All new staff receive induction in relations to privacy conflicts of interest, record keeping, decision making, and gifts. Refresher courses are offered throughout the year for existing staff.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.3.8	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Embed Council's risk management framework and risk appetite into project management and decision making	Governance and Risk	30/06/2025		The Risk Management Policy was adopted by Council in November 2023. Council has also reviewed its risk appetite, reviewed its strategic and operational risks, and implemented software to manage its risk registers. Procedures and templates have been developed and training was held in May and June 2024 for staff in embedding risk practice in their daily work	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.3.9	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Ensure the procurement practices of staff are in line with set policies, procedures and guidelines that have a focus on transparency, accountability and probity	Financial Services	30/06/2025		The current procurement policy was adopted in September 2023 to which all staff adhere to the policy, procedure and guidelines when undertaking their procurement practices. Mandatory procurement training will be rolled out on an annual basis commencing in the second half of 2024/25 to all staff involved in and associated with procurement activities.	
CP25.5.3.10	5.3	A sustainable and agile organisation with strong corporate governance that supports excellent operations	Respond and adapt to requirements set out by the Victoria Electoral Commission in relation to representation reviews and general elections	Governance and Risk	30/06/2025		Council participated in and provided feedback to the Electoral Structure Review. Council received the decision that from the 2024 Local Government elections, Hepburn Shire will move to an un-warded structure.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.4.1	5.4	Improve staff resourcing, support, and capacity building	Develop Workforce Plan to promote gender equity, diversity, inclusion, with an appropriate organisational structure to deliver the Council Plan.	People and Culture	30/06/2025		We are in the final year of the existing Workforce Plan and are on-track. A new Workforce Plan will be developed to be implemented with the new Council Plan to cover 2025 - 2029	
CP25.5.4.2	5.4	Improve staff resourcing, support, and capacity building	Ensure appropriate training and development of staff to ensure continuous improvement and access to the required skills.	People and Culture	30/06/2025		Significant work undertaken to build on our L&D program. We are in the final stages of implementing the online e-Learning platform, ELMO, and with this will launch our L&D Framework and Capability Framework prior to 30 June. This is in addition to the changes made to best support professional development and upskilling of staff.	

STATUS



On Track



Progress Delayed



Completed





Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.4.3	5.4	Improve staff resourcing, support, and capacity building	Strengthen the organisational approach to project management and delivery.	Projects	30/06/2025		A Project Management Framework was developed and is use. Capital work programming was strengthened, and improvements made to a suite of templates and forms. This also included improvements in processes and an increased delivery of annual capital works	
CP25.5.4.4	5.4	Improve staff resourcing, support, and capacity building	Ensure that 100% of staff are offered the opportunity to undertake Cultural Awareness training.	People and Culture	30/06/2025		Delivery of Cultural Awareness training is ongoing, with new staff captured in these sessions. Broadening our approach to training delivery, refresher training, and ongoing development of awareness through other means will be supported by the Innovate RAP implementation.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.5.1	5.5	Strong asset management and renewal	Continue to invest in asset maintenance, renewal and upgrade programs.		30/06/2025		Council commits ongoing investment into the maintenance, renewal and upgrade of its community assets. In line with Council's asset management practices, periodic data collection and validation, condition assessments and valuations, feed into and improve decision making around investment requirement.	

STATUS



On Track



Progress Delayed



Completed




Not Started



Cancelled

Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.5.2	5.5	Strong asset management and renewal	Review and modernise Council's Asset Management practices in alignment with the development of Council's Asset Plan.		30/06/2025		The development of Council's asset data and asset management practices is ongoing, facilitated by ongoing condition audits, valuations, validation and update of asset data (including spatial information), and periodic data collection exercises. In 2024/26 the collection of open space asset data and review of stormwater assets is being undertaken. Discussions are also occurring in relation to the implementation of a centralised electronic asset management system and asset management model, which will continue over the coming months.	

STATUS



On Track



Progress Delayed



Completed





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Hepburn Shire Council - Annual Plan Progress Report

Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.5.3	5.5	Strong asset management and renewal	Deliver the annual Capital Works program.	Projects	30/06/2025		A record amount of capital works expenditure has been delivered. Several large multi-year projects continue in delivery phase, including Creswick Trails Network and The Mechanics Trentham. This is a positive result give the very challenging constructions sector regarding pricing, availability, COVID 19 impacts and inflation.	
CP25.5.6.1	5.6	Be a leader in gender equality and equity and promote respect and safety in our community	Implement provisions of the Gender Equality Act 2020, including a Gender Equity Action Plan.	People and Culture	30/06/2025		Ongoing work and focus on Gender Equality is being implemented.	

STATUS



On Track



Progress Delayed



Completed





Not Started



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Action Code	Council Plan Priority Ref.	Priority Statement	Annual Plan Strategic Action	Business Unit	Due Date	Adjusted Due Date	Progress Update	Status
CP25.5.6.2	5.6	Be a leader in gender equality and equity and promote respect and safety in our community	Provide strong Council leadership, both internally and in the community, to build understanding of safe, respectful and equitable relationships through education and awareness raising.	People and Culture	30/06/2025		Ongoing actions in support of gender equality, along with being a community role model, is ongoing.	
CP25.5.6.3	5.6	Be a leader in gender equality and equity and promote respect and safety in our community	Review and update the Act@Work Plan and continue to strengthen Gender Equity on Council.	People and Culture	30/06/2025		Act @ Work program was in place in Council from 2019 to 2021. The program was absorbed into the Gender Equality Action Plan (GEAP) with an ongoing action to deliver the GEAP on track.	

STATUS



On Track



Progress Delayed



Completed



Not Started



Cancelled