



1. Action Items

| July Minutes Ref | Responsible | Item | Due |
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| * 4.1 | * EB/Chair | * Minute preparation asap after DPAC meetings and update of Activity Log; * Seek approval from Chair * Distribution of minutes to members and update of Council website. | Within 7 days after DPAC meeting. Ongoing. |
| * 4.2 | * EB | * EB to seek clarity on TOR for DPAC and action steps to fill vacant position. * | COMPLETED |
| * 4.3 | * EB | * Invites to be sent to MHRMB & MHSC for Hotham representation at 25 September DPAC meeting | COMPLETED |
| * 4.5 | * EB | * Seek feedback (from operators, residents, others – DP Newsletter) re: Big Muster Drive traffic flow arrangements, incidents arising etc for 2014 ski season; * Provide report. | Updated – see Nov Actions |
| * 4.6 | * CN/EB | * Seek clarity on DPAC/Councils position to write letters re: removal of real estate signage; * Carry over to September meeting; * Encourage the Chamber of Commerce and DPRBOS to write their own letters. | COMPLETED |
| * 5.4.1 | * EB | * Arrange with Gary re: moving and grooming of snow for Sled Dog Challenge | COMPLETED |
| * 5.5 | * EB | * Provide positive feedback to Gary & Mandy re: grooming of trails and ski run | COMPLETED |
| * 5.6 | * EB | * Provide EOFY 2013/2014 figures and finalised 2014/2015 budget figures at September DPAC meeting | COMPLETED |
| * 5.6 | * EB | * Provide budget vs actual figures at each and every DPAC meeting | Updated – see Nov Actions |
| * 6.1 | * CN | * DP Coordinator role to be secured for a long term contract basis. | COMPLETED |
| * 6.2 | * EB/LT | * A meeting be coordinated with all accommodation providers to discuss the current accommodation offer at Dinner Plain, share statistics and discuss options regarding accommodation rates. | Updated – see Nov Actions |
| * 6.3 | * EB | * Attend MHRMB Strategic Plan consultative committee meetings (1 st meeting 4 August) and provide feedback. | COMPLETED – next meeting scheduled |



Local Council Log: 26 February 2015

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| | | | for December 2014 |
| * 7 | * DPAC, EB, CN | * Master Plan – co-ordinated feedback to be provided by DPAC to EB, EB to feed to CN | COMPLETED |
| September Minutes Ref | Responsible | Item | Due |
| * 4.1 | * CN | * Approach Belinda Trembath – MHSC re: DPAC membership | COMPLETED |
| * 4.2 | * EB | * DPRBOS and Chamber of Commerce to write coordinated letters to real estate agents promoting the removal of signage to unclutter DP; * CN to clarify Councils jurisdiction on real estate signage; * Local Laws to organise removal of real estate signage nailed to trees; * EB to audit "other" non trading building signage and contact owners for removal. | Updated – see November Actions |
| * 5.2 | * EB | * EB to explore Foxtel offer pricing; * EB to explore other options. | COMPLETED |
| * 6. | * EB | * EB to ensure that items highlighted as confidential are communicated that way and any discussions that are required, occur in a meeting pre-DPAC, a closed meeting. DPAC meetings are otherwise "open" for the public to attend. | Ongoing |
| * November Minutes Ref | * Responsible | * Item | Due |
| * 4.1 | * EB | * EB to prepare recommendation paper for Council meeting 16 December re: Belinda Trembath membership; * EB to seek food and beverage operator expressions of interest for DPAC membership; | COMPLETED COMPLETED |
| * 4.2 | * NV/Local Laws/EB | * NV to audit "sold" signage and order removals of signage past "7 days past settlement"; * NV or Local Laws to remove signage nailed to trees; * NV to apply for Local Laws amendments or introductions (as per minutes 27 November); * DPRBOS & Chamber of Commerce to coordinate letters to agents promoting removal of real estate signage; * EB to follow up removals of other signage; | COMPLETED 31 March 2015 Ongoing ?? COMPLETED |
| * 4.3 | * EB | * Collate report one Big Muster Drive (one way), include previous reports; | COMPLETED |



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| | | * Engage Consultant to provide an up to date assessment. | |
| * 5.2.a | * EB | * List "events" on 15 January meeting agenda for discussion re: DPAC involvement in assessments. | COMPLETED |
| * 5.2.b | * EB | * List "tour operators" on 15 January meeting agenda for discussion re: DPAC involvement in assessments of expressions of interest submitted | COMPLETED |
| * 6.1 | * EB | * Organise extension of contract to Karl Gray for 3 months; * List DPTV proposal on 15 January meeting agenda. | COMPLETED; |
| * 6.2 | * EB | * Financial reports for DPAC to reflect actual to budget and show variances; * Financial reports to be distributed with DPAC agenda pre-meeting. | Ongoing |
| * 6.3 | * EB/Committee | * DPAC meeting dates for 2015 to be communicated to DPAC members; * Committee diarise. | COMPLETED |
| * 6.4 | * EB/Accom Booking Svcs | * Invite food and beverage operators to attend session re: food and beverage product offering (year round); * Invite accommodation booking services to attend session re: accommodation pricing (ensure Dinner Plain is in the market to attract overnight stays – year round); * Booking services to invite owners re: above.. | For new Dinner Plain Coordinator |
| * February Meeting | * Responsible | * Item | Due |
| * 4.1 | * EB | * Prepare recommendation report for Council re: DPAC Membership for Gary Battershill | 17 March 2015 |
| * 4.2 | * NV | * Organise balance of real estate signage that conflicts with Local Laws requirement relative to the taking down of signs within seven days after settlement. | 31 March 2015 |
| * 4.3 | * EB | * Report to be collated from consultant/Vic Roads feedback and tabled at a special DPAC meeting in April. | 23 April 2015 |
| * 4.3 | * EB | * Special Meeting date for April to be scheduled and communicated. | 18 March 2015 |
| * 4.4 | * EB | * DPTV – EB to advise service provider of DPAC decision to cease operation at 31 March; * EB to communicate to business operators that DPTV will cease and for them to ensure that their business promotion is up to date throughout various mediums; * New Dinner Plain Coordinator to develop a marketing strategy with DPAC including DPTV and what part it may play. | 10 March 2015; 17 March 2015; May 2015 |
| * 5.1 | * EB | * Master Plan hard copies to be available in Dinner Plain and at Council offices; * Newsletter to be developed and distributed providing links to Master Plan on | 10 March 2015 23 March/12 April |



Local Government Association Log: 26 February 2015

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| | | Councils website and seeking feedback. Feedback to be received pre 10 April and provided to DPAC members pre special meeting of 23 April. | |
| * 5.2.1 | * EB/New Coordinator | * Event plan for Opening Weekend with MHSC | 23 April 2015 |
| * 5.2.2 | * EB | * Follow up Horse Safety Australia | 21 March 2015 |
| * 6.1 | * EB/HG | * Ensure that Council coordinator of pool vehicles uses the "Dinner Plain" car to ensure exposure | Ongoing |
| * 6.2 | * EB | * EB to communicate to LR Dinner Plain Coordinator interview details. | 27 February 2015 |
| * 6.3 | * BT/EB | * BT to introduce EB to Snow Victoria; * EB to follow up Dinner Plain participation after introduction. | 1 March; Ongoing |
| * 6.4 | * EB/New Dinner Plain Coordinator | * EB to make arrangements for easier access over Easter to tennis courts; * NEW Dinner Plain Coordinator to review terms with Snow Gums Owners Corporation to make access easier ongoing. | 23 March 2015; September 2015 |
| * 6.6 | * EB | * EB to follow up costs to brand Dinner Plain to Hotham buses and rental fees; * EB to follow up costs and initiate co-contributors to a night service. | 23 March 2015 |
| * | * EB | * Dinner Plain Special Meeting of DPAC – 23 April 2015 – communicate with DPAC members | 17 March 2015 |