



DPAC Action Log: 23 April 2015

July Minutes Ref	Responsible	Item	Due
* 4.1	* EB/Chair	<ul style="list-style-type: none"> * Minute preparation asap after DPAC meetings and update of Activity Log within 7 days of meeting. * Seek approval from Chair * Distribution of minutes to members and update of Council website. 	Ongoing
* 5.6	* EB	<ul style="list-style-type: none"> * Provide budget vs actual figures at each and every DPAC meeting 	Ongoing
* 6.2	* EB/LT	<ul style="list-style-type: none"> * 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
September Minutes Ref	Responsible	Item	Due
* 4.2	* EB	<ul style="list-style-type: none"> * 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
* 6.	* EB	<ul style="list-style-type: none"> * 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
* 6.4	* EB/Accom Booking Svcs	<ul style="list-style-type: none"> * 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



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February Minutes Ref	Responsible	Item	Due
* 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.	COMPLETED
* 4.3	* EB	* Special Meeting date for April to be scheduled and communicated.	COMPLETED
* 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 Councils website and seeking feedback. Feedback to be received pre 10 April and provided to DPAC members pre special meeting of 23 April.	COMPLETED
* 5.2.1	* EB/GS	* 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
* 6.4	* GS	* Review tennis court terms with Snow Gums Owners Corporation to make access easier ongoing.	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.	COMPLETED
	* EB	* Dinner Plain Special Meeting of DPAC – 23 April 2015 – communicate with DPAC members	COMPLETED
April Minutes Ref	Responsible	Item	Due
5.1	HG	* Committee members to provide their own top 5 projects from the master plan.	1 May 2015



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5.1	GS	Develop a prospectus to showcase the future direction of Dinner Plain to encourage future investment.	June 2015
5.3	GS	Develop a marketing strategy for presentation to DPAC at the next meeting	23 June 2015
5.3	GS	GS to discuss with Peter McKenna the possibility of DPRBOS being involved in the delivery of the progressive street festival event.	1 May 2015
6.1	EB	A budget be presented to DPAC at the next meeting	23 June 2015
6.2	EB/GS	A public DPAC meeting be scheduled for Monday 8th June 10am and all stakeholders encouraged to attend. Venue TBC	8 June 2015
6.4	EB	A briefing between DPAC and Council be arranged to further engage both groups with the Master Plan recommendations.	June 2015