

Meeting Minutes



Alpine Shire

Dinner Plain Advisory Committee

Dinner Plain Community Centre

10am – 1:30pm

25 February 2016

Leona Turra (chair)

Belinda Trembath

Shelley Holah

Lee Rourke

Gary Battershill

David Chlebna

Colin McDonald

Council Officers:

Heather Green

Elaine Burridge

Alia Parker

Simon Maughan

1. Welcome

2. Apologies

Nil

3. Previous minutes acceptance

The previous minutes were accepted as a true and accurate representation of the previous meeting.

Dinner Plain Coordinator:

Grant Seamer resigned from the role in December 2015. Leona discussed that there needs to be recognition of the work that was undertaken by Grant during his tenure. The role has not been replaced and will not be replaced until the survey of rate payers is undertaken (see 4.1). There was some discussion around the role and that clarity needs to be provided around what duties and responsibilities the Dinner Plain Coordinator undertakes. Part reason for the resignation of Grant was due to the behavior of some business operators and rate payers toward the coordinator that has been unacceptable. Alia Parker has been appointed to the temporary role of Marketing and Events Support Officer and will be based in Bright for the term.

Action: Dinner Plain Newsletter to be developed announcing the appointment of Alia.

4. Business arising from previous minutes

4.1 Special Rate Survey and Dinner Plain Finances Audit

A survey relative to the Special Rate and use of Special Rates has been developed and will be circulated to property owners. The survey is online and property owners will need to use an identifier number to be able to participate. A letter explaining the survey will be sent to property owners in the first instance with the survey to follow.

4.2 Review of Action Log

4.2.1 Prefeasibility study on the sporting oval concept:

Heather provided a summary update on the prefeasibility study. The report provides preliminary detail on planning implications and costs for a small, medium and larger sporting oval space. It also provide detail relative to the possibility of the space being used as a place of last resort in an emergency. In the preliminary report, the larger scale sporting space is unlikely to be meet with or be approved state agencies, however, the medium and small space concepts may be achievable. The report to date doesn't include construction costs. The final report to be tabled at the April DPAC meeting will include all relevant costs and requirements.

Action: Finalised report to be tabled at the April DPAC meeting.

4.2.2 Relocation of picnic tables:

This item has not been actioned at this stage. This project is to be managed by Councils Asset Development team and will be undertaken in the new FY.

It was suggested rather than relocate picnic tables from the ski run, that new picnic tables were purchased and installed at the playground.

Action: Purchase and installation of two new picnic tables be added to the Project Pipeline for Dinner Plain, 2016/2017 FY.

4.2.3 Improvements to Ski Slope area and Toboggan Run:

This item has not been actioned at this stage. This project is to be managed by the Asset Development team and will be undertaken in the new FY. MHSC to investigate a better way to block off use of the tube runs outside of operational hours and remove bunting that is currently used.

Action: Asset Development team to scope improvements for this ski season.

4.2.4 RDP Website:

The new visitdinnerplain website has been launched. Improvements to the site will be ongoing. The new membership/listing structure will be that business operators need to sign up with the ATDW/Visit Victoria. This will provide operators with the flexibility to manage their own listings. Listings have been created for all businesses during transition.

Action: Dinner Plain businesses to be contacted with information on how to join the new website.

4.2.5 RFQ for public Wi-Fi:

This item has not been actioned. RFQ mostly developed, however, Elaine to work with Council's IT officer to create the RFQ and get out.

Action: RFQ to be sent out by the end of March.

4.2.6 DPRBOS attendance at DPAC meetings:

Response received back from DPRBOS relative to a DPRBOS member attending DPAC meetings was that two paid members of DPRBOS are members of the current DPAC and that these two members could represent DPRBOS. There is a “conflict of interest” complication in this process as any matters relative to DPRBOS discussed at DPAC would mean that the two members would need to be excused from the conversation and providing input to any recommendation processes. A member of DPRBOS attending DPAC meetings (not as a voting member of DPAC) will provide the conduit of information between the two groups as intended.

Recommendation: That DPRBOS be sent an invitation for an executive member to attend DPAC meetings, reiterating the conflict of interest implications with the current voting members of both groups.

Action: Elaine to extend a further invite to DPRBOS for an executive member to attend DPAC meetings as a non voting member.

5. Officer Reports

5.1 Capital expenditure projects: – Heather:

“Project Pipeline” document was tabled identifying capital projects (from Master Plan and other required items – eg. Renewal works for roads) and anticipated costs for Dinner Plain.

5.2 Planning – Simon:

An update was provided by Simon Maughan relative to planning permits approved for Dinner Plain.

5.3 Quarterly Finance – Elaine:

Most items are under budget to the quarter end, however, works not undertaken at Q2 end will be undertaken in Q3 and Q4, particularly in Marketing. All Special Rate and operational activity planned for the FY is on track to be delivered. All Special Rate and operational activity planned for the FY is on track to be delivered.

6. Other Business

6.1 Budget 2016/2017:

A draft of the Dinner Plain budget for the FY 2016/2017 was presented. Whilst most expenditure operational items in the budget (special rate, waste and general rate) are fixed (some contracted) costs, there was some discussion relative to special rate expenditure and particularly “marketing” and “events”. The proposed increases will result in a budgeted overspend of \$28,099. The draft budget tabled did not include capital works expenditure. Expenditure relative to capital works will be budgeted by the Asset Development team.

Recommendation: That Council considers: (a) Not increasing the Special Rate; (b) increase marketing expenditure to \$100,000; (c) increase event expenditure to \$80,000. It is further recommended that the increase of expenditure of \$28,099 should come from the reserve.

Action: Elaine to submit a draft budget based on the increase expenditure for marketing and events.

6.2 Summer Venues:

Complaints have been received from 7 Peaks Cyclists and from Bright Visitor Information Centre in relation to occasions when there have been no venues open for lunch trade. The business community of Dinner Plain need to have a coordinated approach to mitigate this.

Council can coordinate promotion of what is open but coordination of information needs to come from the community and be communicated to Council for promotion. Promotion of Dinner Plain over the summer depends on the whole offer activities for people to enjoy as well as food and beverage availability.

Action: DPAC members to coordinate with business operators and liase with Alia what the result is.

6.3 30th Anniversary

Two submissions for funding have been received, however, neither application is for a celebration event. A process has not been promoted for event funding for this event.

Recommendation: An EOI is developed and put out for the 30th Anniversary Event.

Action: Elaine to develop and EOI document, send to event organisers and load onto Tenders Online with a quick turnaround for responses.

6.4 Sled Dog Operator

Two submissions to the EOI were received and circulated to DPAC members prior to the meeting.

Recommendation: That Howling Huskys be awarded an agreement to operate sled dog tours in Dinner Plain this season.

6.5 Mount Hotham Resort Management Board:

Invitation to be extended to Jon Hutchins to attend the April DPAC meeting.

Action: Elaine to extend invite.

7. Next meeting

Thursday, 28 April 2016.

8. Close

