
Minutes of Special Meeting



Dinner Plain Advisory Committee

Alpine Shire office, Dinner Plain
11am - 1:30pm
1st September 2015



** Please note: minutes are not final until confirmed at the following Dinner Plain Advisory Committee meeting.

1. WELCOME

Present members:

Shelley Holah, Leona Turra, Belinda Trembath, David Chlebna, Lee Rourke

In Attendance from Council:

Heather Green, Elaine Burridge, Grant Seamer

2. APOLOGIES:

Gary Battershill

3. BUSINESS CARRIED FROM DPAC MEETING 27 AUGUST 2015

- Dinner Plain Budget Finance (Audit);
- Marketing Strategy;
- Events Funding 2015/2016

(1) Dinner Plain Budget and Finance (Audit):

The 2015/2016 Dinner Plain budget as adopted by Council was discussed at the DPAC meeting of 27 August. The EOFY results for the 2014/2015 FY were also discussed. At this meeting, there was revisited discussion regarding budgeted items cannot be taken out of the budget, however, removal of items can be undertaken at quarter end through Council's re-forecasting activity (eg snow blower purchase \$ will be reversed out in the forecast at the end of the Jul – Sept quarter when the Finance Department request completion of forecast reports). Other items that will need re-forecasting at the end of the Jun – Sept quarter will be (as discussed later in this meeting or meeting of 27 August):

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- Audit costs (to be determined with auditor based on scope of works);
 - Oval: High level costing analysis (environmental etc) - cost to be determined;
 - Allowance for maintenance of snow blower as its not being replaced;
 - Adjustment to marketing budget (as below), requires Council endorsement at October Council meeting;
 - Works at Castran Corner to replace failed concrete walkways and stairs (not originally budgeted in 2015/2016 FY). Funds to be endorsed by Council once project has been quoted;
 - WiFi instalment (as per DPAC recommendation below). Funds for this are not currently budgeted.

Other discussion that occurred on the meeting of 27 August was about the concern of the lack of transparency of income and some expenditure within the Dinner Plain unit. At this meeting there was further discussion regarding a way forward for Council to better manage Dinner Plain accounting to provide transparency. It was agreed that Council would appoint an auditor to examine accounting of the 2014/2015 FY and principles would be developed and needed to be agreed upon to provide auditors with a scope of works so as to provide recommendations for Council to manage Dinner Plain accounts, providing transparency to all.

Recommendation: For Council to appoint an auditor to undertake a review to examine 2014/2015 Dinner Plain EOFY results and reserve balance. Principles to be developed by Council officers with Finance Department input distributed to DPAC for review and then provided to auditors. Appointed auditors to examine 2014/2015, provide results and provide recommendations on how Dinner Plain income and expenditure are to be budgeted and reported to provide transparency and meet the principles. A report from the auditors should to be available for at the November DPAC meeting. The principles once agreed should be referenced in the ToR of DPAC.

(2) Marketing:

Following DPAC recommendation from 27 August for a new Marketing Strategy to be developed considering a greater level of funding than the \$65,500 provided in the 2015/2016 budget, Grant provided a new Marketing Strategy. The new strategy and activity plan is to a level that requires \$125,000 funding, resulting in a \$59,500 shortfall on the current Marketing budget.

Recommendation: Council approve a total marketing budget of \$125,000 by increasing it by \$59,500. The Marketing program for this year will be in accordance with the marketing Budget as agreed to by DPAC.

(3) Events:

Budget as endorsed by Council for event funding for events in Dinner Plain is \$60,000, a \$10,000 increase on 2014/2015 FY. A sub-committee of DPAC (Shelley, Leona and Grant as a Council Officer) was formed and an event calendar was developed for 2015/2016 events. This calendar was derived from (1) event funding applications received, (2) ideas of new events that could potentially drive visitation to

Dinner Plain in quieter times of the year, drive economic benefit to businesses of the village, (3) events that were valued by the community, and (4) provide a celebratory event for the 30th anniversary of Dinner Plain. The total of funding requested from event organisers and funds recommended should be set aside for “new” events totalled \$129,250, however the panel recommendation for funding totalled \$85,000, 43% over the budget as endorsed by Council. As a result, a further review of the events calendar was undertaken by Elaine and Grant.

At this special meeting a new Event Funding recommendation report was tabled with discussion regarding event applications submitted, ongoing sustainability of events, quality of events delivered, the need for new events to emerge and recommended level of funding. This event funding report recommends \$42,000 to be provided to ongoing events in the village plus funding for a Dinner Plain 30th celebration event with a further allocation of \$16,000 for development of other events in this FY (food and wine, music festival and billy cart event). The report also provided some thought for events to consider at a future time (next FY) which may require consideration of a greater dollar allocation to the events budget.

Recommendation: That Council endorse the \$42,000 recommendation for existing events funding, furthermore, Council endorses the \$18,000 balance in the budget for use on developing visitation driver events: food and wine, music festival, billy cart and/or other opportunistic events. An event funding report to be provided to Council for endorsement at the October Council meeting.

6. OTHER BUSINESS:

(1) Dinner Plain Coordinator:

Chair Leona raised and discussed the ongoing role of the Dinner Plain Coordinator and that consideration needed to be given regarding the role being provided either a full-time position or consider a mixed part-time and contractor tenure. There is concern that the current part-time arrangements may not be sufficient to keep the current incumbent (Grant) or any other person in the role considering the requirement to live in the village and the expense to do that. There was some discussion regarding Council concerns of conflict of interest and management.

Recommendation: The CEO be asked to consider, (1) the DP Coordinator role be made full time, or (2) consider a part-time role with additional contractor arrangements being cognisant of any conflict of interest issues.

(2) WiFi

There has been great demand for WiFi in the village. Currently there is little or no public WiFi available for guests into the village. Research has been undertaken to find an affordable and effective WiFi solution. Some initial costings have been sourced and have determined that a solution can be provided for WiFi in the main commercial area (High Plains Hotel to Castran Corner – Big Muster Drive) of the village for under \$10,000. This item is not budgeted in the 2015/2016 FY. Lee raised that in the research could the WiFi availability be extended to the ski slope area for visitors to at the slope. This will need to be considered in the purchase.

Recommendation: That Council endorses up to \$10,000 funding in this FY for purchase and installation of a viable WiFi option. Council officers to manage the

project and incorporate whether it is viable to extend WiFi availability to the ski slope (within the budget available).

(3) Newsletter:

Recommendation: The next Dinner Plain Newsletter to include:

- ToR for principles of DPAC (including item 3.1 above);
- DPAC successes;
- Marketing update based on 3.2 above;
- Events update based on 3.3 above.

(4) Snow Play Slope:

Discussion regarding improvements to be considered to toboggan area to tidy up, provide a better way of stopping at the bottom of the slope and provide better signage for guests to find it. As a result of the success of the Dinner Plain Ski Slope (with the improvements made) there was discussion regarding lack of car parking at Scrubbers End and that plans will have to be looked at for additional parking particularly with the rise in day trip visitors.

Recommendation: Council officers investigate improvements for toboggan slope (risk management and cosmetic improvements) and planning for future car parking requirements.

Meeting Closed: 1:30pm