



**TWEED**  
SHIRE COUNCIL

**Chair:** Cr G Bagnall

**Trustees:** P Youngblutt  
M Armstrong  
C Byrne  
B Longland  
K Milne  
W Polglase

# Minutes

## **Tweed Coast Holiday Parks Reserve Trust Meeting Thursday 16 October 2014**

held at Murwillumbah Cultural and Civic Centre  
commencing at 5.00pm

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The Meeting commenced at 8.44pm.

Tr G Bagnall (Chairman), Tr P Youngblutt (Deputy Chairman); Tr M Armstrong, Tr C Byrne, Tr B Longland, Tr K Milne and Tr W Polglase.

Also present were Mr Richard Adams (Executive Manager of the Trust), Mr Troy Green (General Manager) Mr Neil Baldwin (Acting Director Corporate Services), Mr David Oxenham (Director Engineering), Mr Vince Connell (Director Planning and Regulation), Ms Robyn Grigg (Acting Director Community and Natural Resources), Mr Shane Davidson (Executive Officer), Mr Peter Brack (Corporate Compliance Officer) and Mrs Maree Morgan (Minutes Secretary).

## **CONFIRMATION OF MINUTES**

### **1 [CONMIN-TCHP] Confirmation of Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 21 August 2014**

**H 20**

**Tr P Youngblutt**  
**Tr M Armstrong**

**RESOLVED** that the Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 21 August 2014 be adopted as a true and accurate record of proceedings of that meeting.

The Motion was **Carried**

***FOR VOTE - Unanimous***

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## **APOLOGIES**

Nil.

## **DISCLOSURE OF INTEREST**

Nil.

## **ITEMS TO BE MOVED FROM ORDINARY TO CONFIDENTIAL - CONFIDENTIAL TO ORDINARY**

Nil.

## **CHAIRPERSON'S MINUTE**

Nil.

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## **ORDERS OF THE DAY**

Nil.

## **QUESTION TIME**

Nil.

## **REPORTS THROUGH THE EXECUTIVE MANAGER OF THE TRUST**

### **REPORTS FROM THE EXECUTIVE MANAGER OF THE TRUST**

- 2 [EM-TCHP] Tender EC2014-135 - Fabrication, Supply, Transport and Installation and Certification of Prefabricated Buildings at the Kingscliff North Holiday Park**

**H 21**

**Tr P Youngblutt  
Tr M Armstrong**

### **RESOLVED that:**

1. The Tweed Coast Holiday Parks Reserve Trust awards the contract EC2014-135 Fabrication, Supply, Transport and Installation and Certification of Prefabricated buildings at the Kingscliff North Holiday Park to Wengold Pty Ltd trading as Eastcoast Homes & Park Cabins for the amount of \$1,031,509.09 (exclusive of GST).
2. The Executive Manager is given delegated authority to approve variations up to a maximum of 10% of the initial contract sum and those variations be reported to the Trust following completion of the tendered works/services.
3. ATTACHMENT 1 is CONFIDENTIAL in accordance with Section 10A(2) of the Local Government Act 1993, because it contains:-
  - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

The Motion was **Carried**

***FOR VOTE - Unanimous***

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**3 [EM-TCHP] Tender TCHP2014-008 - Provision of Civil Construction Works for the North Kingscliff Holiday Park, Marine Parade, Kingscliff**

H 22

Tr P Youngblutt

Tr M Armstrong

**RESOLVED** that:

1. The Tweed Coast Holiday Parks Reserve Trust awards the contract TCHP2014-008 - Provision of Civil Construction Works for the North Kingscliff Holiday Park, Marine Parade, Kingscliff to Uki Holdings Pty Ltd trading as Hardings Earthmoving for the amount of \$1,049,284.65 (exclusive of GST).
2. The Executive Manager is given delegated authority to approve variations up to a maximum of 10% of the initial contract sum and those variations be reported to the Trust following completion of the tendered works/services.
3. ATTACHMENT 1 is CONFIDENTIAL in accordance with Section 10A(2) of the Local Government Act 1993, because it contains:-
  - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

The Motion was **Carried**

***FOR VOTE - Unanimous***

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**REPORTS FROM DIRECTOR PLANNING AND REGULATION**

Nil.

**REPORTS FROM ACTING DIRECTOR COMMUNITY AND NATURAL RESOURCES**

Nil.

**REPORTS FROM DIRECTOR ENGINEERING**

Nil.

**REPORTS FROM ACTING DIRECTOR CORPORATE SERVICES**

Nil.

## CONFIDENTIAL COMMITTEE

H 23

Tr P Youngblutt  
Tr M Armstrong

**RESOLVED** that the Trust resolves itself into a Confidential Committee in accordance with Section 10A(2) of the Local Government Act 1993 (as amended) and that the press and public be excluded from the whole of the Committee Meeting, because, in the opinion of the Committee, publicity of the proceedings of the Committee would be prejudicial to the public interest, by reasons of the confidential nature of the business to be transacted.

The Motion was **Carried**

***FOR VOTE - Unanimous***

## CONFIDENTIAL MATTERS

The Executive Manager of the Trust reported that the Confidential Committee had excluded the press and public from the whole of the Committee Meeting because, in the opinion of the Committee, publicity of the proceedings of the Committee would be prejudicial to the public interest, by reason of the confidential nature of the business to be transacted, and made the following recommendations to the Trust:-

### **REPORTS THROUGH EXECUTIVE MANAGER OF THE TRUST IN COMMITTEE**

### **REPORTS FROM EXECUTIVE MANAGER OF THE TRUST IN COMMITTEE**

### **C1 [EM-TCHP] Operating Report for the Year 1 July 2013 to 30 June 2014**

### **REASON FOR CONFIDENTIALITY:**

The report if considered in open Trust could divulge business operations that could advantage a competitor.

### **Local Government Act**

This report is **CONFIDENTIAL** in accordance with Section 10A(2) of the Local Government Act 1993, which permits the meeting to be closed to the public for business relating to the following: -

- (d) *commercial information of a confidential nature that would, if disclosed:*
  - (i) *prejudice the commercial position of the person who supplied it, or*
  - (ii) *confer a commercial advantage on a competitor of the council, or*
  - (iii) *reveal a trade secret*

**HC 14**

**Tr P Youngblutt  
Tr M Armstrong**

**RECOMMENDED** that the Tweed Coast Holiday Parks Reserve Trust:

1. Receives and notes the Operating Report for the Year 1 July 2013 to 30 June 2014.
2. Authorises the execution of all necessary documents forming part of the financial statements and audit for the year ending 30 June 2014.
3. Notes and endorses the Audit Management Letter and Audit Finalisation Report for 2014.

The Motion was **Carried**

***FOR VOTE - Unanimous***

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**H 24**

**Tr M Armstrong  
Tr C Byrne**

**RESOLVED** that the recommendations of the Confidential Committee be adopted.

The Motion was **Carried**

***FOR VOTE - Unanimous***

There being no further business the Meeting terminated at 8.47pm.



**The Minutes of this Trust Meeting  
were Confirmed at the Meeting held  
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**Chairman**

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