

Chair: Tr G Bagnall

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

Agenda

Tweed Coast Holiday Parks Reserve Trust Meeting Thursday 22 January 2015

held at Murwillumbah Cultural and Civic Centre
commencing at 5.00pm

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Items for Consideration of the Trust:

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CONFIRMATION OF MINUTES

- 1 [CONMIN - TCHP] Confirmation of Minutes of Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 11 December 2014

SUBMITTED BY: Corporate Governance



Civic Leadership

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK:

- 1 Civic Leadership
 - 1.2 Improve decision making by engaging stakeholders and taking into account community input
 - 1.2.2 Decisions made relating to the allocation of priorities will be in the long-term interests of the community
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SUMMARY OF REPORT:

The Minutes of the Ordinary and Confidential Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 11 December 2014 are attached for information and adoption by Council.

RECOMMENDATION:

That:

1. The Minutes of the Ordinary and Confidential Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 11 December 2014 be adopted as a true and accurate record of proceedings of that meeting.
- 2 ATTACHMENT 2 is CONFIDENTIAL in accordance with Section 10A(2) of the Local Government Act 1993, because it contains:-
 - (f) matters affecting the security of the council, councillors, council staff or council property.

REPORT:

As per Summary.

COUNCIL IMPLICATIONS:

a. Policy:

Code of Meeting Practice Version 2.3.

b. Budget/Long Term Financial Plan:

Not applicable.

c. Legal:

Not Applicable.

d. Communication/Engagement:

Inform - We will keep you informed.

UNDER SEPARATE COVER/FURTHER INFORMATION:

Attachment 1 Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 11 December 2014 (ECM 3545324).

(Confidential) Attachment 2 Minutes of the Confidential Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 11 December 2014 (ECM 3545318).

REPORTS THROUGH THE EXECUTIVE MANAGER OF THE TRUST

REPORTS FROM THE EXECUTIVE MANAGER OF THE TRUST

2 [EM-TCHP] Fees and Charges 2015/2016

SUBMITTED BY: Executive Manager of the Trust

FILE REFERENCE: GC3/8/2

TCHP: TCHP1501

SUMMARY OF REPORT:

This report proposes fees and charges for the year 2015/2016 for each product for each of the seven Tweed Coast Holiday Parks.

RECOMMENDATION:

That the Tweed Coast Holiday Parks Reserve Trust adopts the fees and charges as detailed in this report for the year 1 July 2015 to 30 June 2016.

REPORT:

The following schedule of fees and charges has been prepared after review of market rates, previous trading results and allowance for anticipated movements in trading conditions.

Note that there are no previous years Fees and Charges for Kingscliff North Holiday Park as the park has been totally re-developed and comparisons are not relevant. Also note that the suggested Fees and Charges for Kingscliff North Holiday Park are to apply from the date the park reopens for business, forecast to be April or May 2015, through to 30 June 2016.

The "shoulder" rate, proximate to the Christmas and Easter peak seasons, is continued. The Christmas peak rate will be from 26 December 2015 to 9 January 2016. The Easter peak rate will be from 24 March 2016 to 28 March 2016.

In concert with industry standards it is recommended that the minimum booking for Christmas be 7 nights, 4 nights minimum booking period for Easter and 4 nights for Christmas "shoulder".

The on-site accommodation surcharge of \$10 per night for both Friday and Saturday nights is continued. These nights are the most popular and the surcharge allows the setting of a rate that reflects demand while still offering an attractive price to entice mid-week stays. The surcharge will only apply to cabin, villa and "surfari" tents on-site accommodation, and then only in Off-Peak and Winter periods. The surcharge will also not apply if the stay is for seven (7) or more nights.

Easter (Peak) reservation deposits are recommended to be set at 4 times the Overnight Rate for the product booked and Christmas (Peak) reservation deposits at rate for a Week. Christmas and Easter bookings for periods of less than 8 nights are to be paid in full at the time of making the booking.

Christmas bookings are to be paid in full by 31 October 2015 and Easter bookings are to be paid in full by 31 January 2016.

Seasonal periods for the year 1 July 2015 to 30 June 2016 are:-

Peak:

Christmas: 26 December 2015 to 9 January 2016 inclusive

Easter: 24 March 2016 to 28 March 2016 inclusive

Shoulder:

September: School holidays from 19 September 2015 to 5 October 2015.

Christmas: 12 December 2015 to 25 December 2014 and 10 January 2016 to 26 January 2015 inclusive

Easter: 29 March 2016 to 25 April 2016 inclusive, excluding peak in middle

Winter: Months of June, July, and August (where applicable)

Off-Peak: All periods not included above.

OPTIONS:

Nil.

CONCLUSION:

As per the recommendation.

IMPLICATIONS:

a. Budget:

Implications as contained within the report.

UNDER SEPARATE COVER/FURTHER INFORMATION:

Attachment 1. Schedule of Fees and Charges highlighting 2015/2016
(ECM 3557177)

CONFIDENTIAL MATTERS

REPORTS THROUGH EXECUTIVE MANAGER OF THE TRUST IN COMMITTEE

REPORTS FROM EXECUTIVE MANAGER OF THE TRUST IN COMMITTEE

C1 [EM-TCHP] Request for Assignment of Holiday Park Caretaking Agreement.

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*
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