

**Chairman:** Tr K Milne

**Trustees:** P Allsop  
R Byrnes  
C Cherry (Deputy Chairman)  
R Cooper  
J Owen  
W Polglase

## Agenda

### **Tweed Coast Holiday Parks Reserve Trust Meeting Thursday 16 February 2017**

held at **Council Chambers, Murwillumbah Civic &  
Cultural Centre, Tumbulgum Road, Murwillumbah**  
commencing at 5.00pm

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## Items for Consideration of the Trust:

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	<b>CONFIRMATION OF MINUTES</b>	<b>5</b>
<b>1</b>	<b>[CONMIN-TCHP] Confirmation of Minutes of the Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 27 October 2016</b>	<b>5</b>
	<b>REPORTS THROUGH THE EXECUTIVE MANAGER OF THE TRUST</b>	<b>7</b>
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<b>2</b>	<b>[EM-TCHP] Fees and Charges 2017/2018</b>	<b>7</b>

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## CONFIRMATION OF MINUTES

- 1 [CONMIN-TCHP] Confirmation of Minutes of the Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 27 October 2016

SUBMITTED BY: Corporate Governance

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## 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 Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 27 October 2016 are attached for information and adoption by the Trust.

### RECOMMENDATION:

That:

1. The Minutes of the Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 27 October 2016 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 2.5.

**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:**

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website [www.tweed.nsw.gov.au](http://www.tweed.nsw.gov.au) or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

Attachment 1 Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 27 October 2016 (ECM4281870).

(Confidential) Attachment 2 Minutes of the Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 27 October 2016 (ECM4281873).

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

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

**2 [EM-TCHP] Fees and Charges 2017/2018**

**SUBMITTED BY: Unit Coordinator - Holiday Parks**

**FILE REFERENCE: GC3/8/1 Pt2**

**TCHP: TCHP1701**

**SUMMARY OF REPORT:**

This report proposes fees and charges for the year 2017/2018 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 2017 to 30 June 2018.**

**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.

The “shoulder” rate, proximate to the Christmas and Easter peak seasons, is continued. The Christmas peak rate will be from 26 December 2017 to 8 January 2018. The Easter peak rate will be from 29 March 2018 to 2 April 2018.

As per industry standards, it is recommended that the minimum booking for Christmas “peak” of 7 nights, 4 nights minimum booking period for Easter “peak” 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 (up to a maximum of \$600.00). 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 2017 and Easter bookings are to be paid in full by 28 February 2018.

Seasonal periods for the year 1 July 2017 to 30 June 2018 are:-

**Peak:**

Christmas: 26 December 2017 to 8 January 2018 inclusive  
Easter: 29 March 2018 to 2 April 2018 inclusive

**Shoulder:**

September: School holidays from 23 September 2017 to 2 October 2017.  
Christmas: 16 December 2017 to 25 December 2017 and 9 January 2018 to 15 January 2018 inclusive  
Easter: 3 April 2018 to 16 April 2018 inclusive

**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 - Tweed Coast Holiday  
Parks (ECM4404727)

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