

<b>ITEM NO:</b>	2.2 Manager, Corporate Services
<b>MEETING TYPE</b>	Special Council
<b>MEETING DATE:</b>	11 May 2017
<b>SUBJECT:</b>	Caravan Park Management Agreement – <b>CONFIDENTIAL</b>
<b>FILE NUMBER</b>	F16/1170 - Manager, Corporate Services
<b>RECORD NUMBER:</b>	R17/5287
<b>AUTHOR:</b>	Kristen Clark
<b>ATTACHMENT (S):</b>	Nil

#### **LINKS TO STRATEGIC MANAGEMENT PLAN 2016-2026**

<b>KEY RESULT AREA:</b>	5. Tourism
<b>STRATEGY:</b>	5.4. Support tourism by implementing and maintaining quality Council owned infrastructure including town and nature based camping facilities.
<b>ACTION:</b>	5.4.3 Finalising of lease arrangements for caravan and camping facilities with local community groups.

#### **BACKGROUND:**

Council's expression of interest to manage the Caravan Park for the next 15 years closed, and the decision made to enter into further negotiations with Discovery Holiday Parks. Discovery have recently responded to Council with amendments on the Draft Management Agreement.

#### **DISCUSSION**

In discussions with Discovery, the signing of the new management agreement will allow them to proceed with their implementation plan to begin operating the park from 1 July 2017. This will include opening discussions with interested people re administration, grounds and cleaning positions.

In addition, it would benefit Council and Discovery to move past the agreement into operational matters.

Discovery's comments have been shared with councils own legal team (James McEwen) to allow a final draft to be arrived at. At present, there is not an agreed Management Agreement. A small number of minor items are still being worded to suit both parties. However in the interests of finalising the appointment and allowing the implementation stage to begin it is recommended that approval is given to the Chief Executive Officer to sign the Management Agreement after a final Agreement is reached and receiving email confirmation from the Mayor.

#### **OPTIONS**

1. Council delegate the Chief Executive Officer the authority to enter into the Streaky Bay Foreshore Tourist Park Management Agreement after receiving email confirmation from the Mayor.

2. Council not delegate the Chief Executive Officer the authority to enter into the Streaky Bay Foreshore Tourist Park Management Agreement.

**Recommendation:**

That the Council:

- (a) Pursuant to Section 90(2) of the *Local Government Act 1999*, orders that all persons with the exception of the Chief Executive Officer, Joy Hentschke, Manager, Corporate Services, Kristen Clark, Manager, Regulatory Services, Jennifer Brewis, Acting Manager, District Services, Robyn Nottle and Minute Secretary, Judy Childs be excluded from attendance at the meeting for agenda item 2.2, relating to 'Caravan Park Management Agreement'.
- (b) The Council is satisfied pursuant to Section 90(3)(k) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this agenda item is related to 'tenders for the provision of services'.
- (c) The Council is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances as commercial details re submissions regarding Council's commercial operations would be disclosed.

**Recommendation**

That Council, having considered Report No 2.2, Caravan Park Management Agreement, 11 May 2017 delegate the Chief Executive Officer to enter into the Streaky Bay Foreshore Tourist Park Management Agreement after receiving email confirmation from the Mayor.

**Recommendation**

That Council considered the agenda item 2.2 relating to 'Caravan Park Management Agreement' in confidence under Section 90(2) and (3)(b) of the Local Government Act, pursuant to Section 91(7) of the Act orders that the minutes, reports considered and discussed in relation to agenda item 2.2 be retained in confidence and not be available for public inspection until negotiations have concluded.