



23 September 2019

Here we are again – another 3 months of 2019 – GONE! I hope everyone is ready to crawl out of hibernation, ready to come back to our little piece of Paradise as the weather (and ocean) warms up.

All the Parks have been busy with their normal winter projects, catching up and preparing for the hordes of visitors we hope to welcome to our slice of heaven.

**Thou Walla Sunset Retreat** welcomes a new permanent Manager – Jennifer Haretuku. They have been sprucing up the Park in anticipation of a great tourist season. Port Stephens Treescape has undergone major change, with extensive building work creating the much anticipated **Port Stephens Koala Sanctuary** to open in early 2020. The Park is currently closed as the works being undertaken at the moment are very disruptive.

#### **Halifax Holiday Park**

As many of you have seen, the new amenity block has been delivered and will be open for the start of the school holidays. New concrete slabs for tourist vans are currently being installed on sites 28 to 33.

#### **Shoal Bay Holiday Park**

As with Halifax, many of you will have seen or at least know about the new amenity block being installed in place of the old block. It is taking great shape and will be open in late-October.

#### **Fingal Bay Holiday Park**

Although no major works are being undertaken at the moment there are lots of projects happening to ensure the Park is kept clean and tidy and pleasant for all our patrons. We are anticipating some internal works to the Rec Room / Camp Kitchen building to commence within the next few weeks – opening it up making it more user friendly with lots more room.

Draft Plans for the new Orana Street amenities block have commenced.

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#### **Occupancy Agreements**

I am pleased to announce that 100% of van owners at both Halifax and Shoal Bay returned their Occupancy Agreements and insurance policies. 98.4% of van owners at Fingal Bay have returned theirs. Administratively, it is a huge process to ensure 290 Occupancy Agreements are returned correctly and signed off, so thanks for your efforts.

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## Test & Tagging of Power Leads

We have now commenced the Test and Tagging schedule at Fingal Bay Holiday Park for those that Opted into our process. This is going to be an ongoing process over the next few months at Fingal alone, with Shoal Bay and Halifax scheduled to be completed once Fingal has been completed.

We thank you for your patience with this project as it is a bigger job than we first anticipated. There has been some concern with how long the delay is between the old tags expiring and the leads being tested and new tags being attached. Whilst this is not an ideal situation, we, under the guidance of the Port Stephens Council, have set a schedule to complete this project over the coming months which is within the Australian Standards: AS/NZS 3760:2010 - In service safety inspection & testing of electrical equipment.

Many non-compliant issues are being identified as we work our way around, some that are potentially very dangerous. Checking how the van is wired externally allows us to confirm that the power source to the van is compliant with current legislation. **Examples of some non-complaint power leads are attached**

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### **Power lead / Test & Tag requirements:**

The Port Stephens Council Electrical Team Leader has compiled the following Test Tag Requirement List which should be adhered to if you decide to engage a licensed electrician, in the future, to test and tag your leads. Please ensure your electrical contractor is notified of our requirements, as failure to follow any of the points below could potentially be dangerous or possibly even affect the validity of your insurance policy should you ever have to make a claim.

### **Test and Tag Requirements for PSBHP in brief:**

- Visual & manual inspection of entire lead
- Visual inspection of plug and socket end
- Digital (means test data is recorded) Test & Tag machine to be used to conduct correct testing for: 1) **Polarity** 2) **Insulation** 3)

### **Earth Leakage / Continuity**

- The minimum length of a lead **MUST** be no less than 10 metres.
- All leads **MUST** be 15 amp and suitable for external use.
- The lead **MUST** be in one continuous length - joins are not permitted.
- If there is any excess lead, this can be loosely coiled and attached / stored out of the way but still fully accessible for inspection.
- Hardwired leads at either end are not permitted. Leads should also not be installed underground, underneath the van/annex, encased in conduit, flexihose, garden hose, or similar nor across the roof of the van/annex. Products such as Oziduct is permitted
- Leads must never be tightly coiled at any time whilst in use as this can potentially cause the lead to heat up and possibly cause damage to the lead, the power socket or even your van.
- If the lead is purchased whole, the plug / socket ends are moulded to the lead and can therefore be coloured / opaque.
- If the plug / socket ends of the lead are removable - they **MUST** be transparent/clear.
- Initial power source must feed the caravan first, then annex can be fed from caravan by way of power cord plugged into inlet on van.



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## Site Audits / Inspections

Whilst the test and tagging is being conducted, site audits are taking place to ensure all additions and alterations have been approved. Any safety, maintenance, aesthetic or non-compliant issues will be noted and Site Inspection reports will be forwarded to the Van Owner with timeframes set so any rectification work can be completed.

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## Site Safety

Port Stephens experienced an unexpected wild storm last week. When inspecting the Park afterwards many light-weight items were found strewn around the Park, all of which could have been potential missiles. Please ensure ALL light-weight items including (but not limited to): plastic or aluminium furniture, garbage bins, kids toys, surf boards, storage boxes, pot plants, hoses, BBQs' BBQ covers, BBQ lids, Window awnings, and so forth are stored away inside / under your van, or at the very least NEATLY and SECURELY stored under your awning. Any items left out that are not stored properly will be noted and the Van Owner will be contacted and asked to rectify as soon as possible.

*Examples of what we found are attached*

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## Water Upgrade Project - Fingal Bay

Following the start of the water mains infrastructure upgrade project in 2018, we identified the need for a more robust plan due condition of the current pipework.

We have engaged a service partner who will aid us delivering a future proof system. Due to the size of the project we anticipate and are planning to achieve completion within 3-5 years.

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## Hunter Water - Water Restrictions

### **Important Information Regarding Water Restrictions:**

With **Level 1 Water Restrictions** being implemented and enforced from **Monday 16 September 2019** in the Hunter Region, we, Port Stephens Council and The Beachside Holiday Parks, also have to comply.

The restriction involves the use of any sprinkler, soaker hose, pressure washer, and so forth which uses town water. Hand watering with a watering can or hand held hose with trigger nozzle will be permitted however we would obviously like to keep this to a minimum and only before 10am and after 4pm to avoid the heat of the day.



Our Holiday Parks are fortunate to have some Bore water spear points and sprinklers available to help keep areas of the Parks relatively green, however many areas without access to bore water will undoubtedly suffer. **As our commitment to using water wisely and responsibly, we will not be utilising any sprinklers between the hours of 10am and 4pm.**

If you notice a dripping tap or running toilet during this period of restriction please alert the Park staff to the issue and it will be addressed. We also request that showers are kept to a minimum time as possible - 4-6 minutes is recommended.

We appreciate your compliance in this matter.

See below information from the Hunter Water website:

### When do water restrictions come into effect?

#### Answer

In 2014 the Metropolitan Water Directorate developed a Lower Hunter Water Plan (LHWP) in consultation with Hunter Water, NSW Government agencies and the community. The Plan included water restrictions that would be implemented in times of drought.

The three levels of water restrictions are:

#### Level 1 water restrictions - 60% storage levels - which will come into effect on 16 September 2019

- Watering with a trigger nozzle hose, is permitted any day before 10am or after 4pm to avoid the heat of the day
- All hand held hoses must have a trigger nozzle;
- No hosing of hard surfaces such as concrete, paths and driveways; and
- All vehicles can only be washed if using a bucket, trigger nozzle hose or pressure cleaner
- No sprinklers are to be used.

#### Level 2 water restrictions - 50% storage levels

- Watering reduced to every second day
- Vehicles & buildings bucket wash only
- 4 minute maximum shower

#### Level 3 water restrictions - 40% storage levels

- Total ban of outdoor water use

Attached is a detailed information sheet also taken directly from Hunter Water website for you:

<https://www.hunterwater.com.au/Save-Water/Water-Restrictions/Water-Restrictions.aspx>

If you have any questions please contact the Holiday Park Admin Officer or your Park Manager to discuss.



The **Port Stephens Caravan and Campers Association** are holding their next meeting at 10am on Sunday 6th October at the Fingal Bay Sports Club.

For more information, please contact Steve Larsen, President of PSCCA, on 4988 6086 or 0488 023 234

### Eastern Daylight Saving Time

Daylight Savings officially starts at 2am on Sunday 6 October 2019. Don't forget to put your clocks forward one hour before you go to bed on the Saturday.

It's a great idea to change your smoke detector battery/s at this time too.

### Quarterly Electricity Charges - July, August and September 2019

Electricity charges are charged quarterly in line with current market rates. Charges will be applied to your accounts on the basis of consumption at the same rate as domestic customers of the local energy supplier including daily availability charges. Meters will be read and invoices sent prior to the 30 September.

<b>FEE NAME</b>	<b>DESCRIPTION</b>	<b>FEE AMOUNT INCLUDING GST</b>
<b>Electricity account administration</b>	Charged quarterly with each electricity meter reading	<b>\$6.00 per Quarter</b>
<b>Holiday Van Site Electricity Usage</b>	Metered electricity usage charged quarterly based on latest retail tariffs of a local area energy retailer	<b>29.69 cents per kW</b>
<b>Electricity Service Availability Charge</b>	Calculated per day for 150 days of the year; based on the latest retail tariffs of a local area energy retailer; charged quarterly.	<b>\$31.76 per quarter</b>

### Please remember.....

\* Bikes / Scooters / Skateboard Rules must be observed by all riders of all ages please! This is for everyones safety. 8 kmh Speed limits are in force at all our Parks - this rule includes bikes, scooters, skateboards as well as cars. **\*\*Electric / motorized 'vehicles' (Scooters/skateboards/eskies/etc.) are NOT permitted in the Park grounds (with the exception of mobility scooters when used by the intended person).**

\* Site Alteration & Addition forms must be submitted for any works being conducted to your van, associated structures and site. Form is available from our website at: <https://www.beachsideholidays.com.au/policies/holiday-van-owners>



PORT STEPHENS  
beachside  
holiday parks  
*Holiday Van*  
Owners

\* No works permitted on weekends or during any peak periods / school holidays.

\* **September/October School holidays: Pets are NOT permitted during the Spring School Holidays from Saturday 28/9/19 to Friday 11/10/19 inclusive.**

[Don't forget to register your Pet with Admin Officer for next time you bring you fur-baby with you, if you haven't already done so!  
Registration forms are located on our website]

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*Fiona Snow: Holiday Van Admin Officer: p 4988 0650 / m 0428 542 137 / e [holidayvanenquiries@portstephens.nsw.gov.au](mailto:holidayvanenquiries@portstephens.nsw.gov.au)*

*w <https://www.beachsideholidays.com.au/policies/holiday-van-owners>*