

Telephone enquiries  
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Please quote file no:  
**PSC2014-00882**

Dear Holiday Van Owner,

**Re: Nomination for Port Stephens Beachside Holiday Parks Holiday Van Consultative Committee**

In line with the Port Stephens Beachside Holiday Parks Consultative Committee Terms of Reference a nomination/ballot process is due to be undertaken for a member to represent Halifax Holiday Park and 2 at Fingal Bay Holiday Park in the West and North precincts. This process will be commencing from 25 November 2019.

The composition of the Committee was approved and endorsed by the Port Stephens Reserve Trust at its meeting held on 18 February 2014.

The objectives of the Committee as stated in the Terms of Reference (which can be found at <http://www.beachsideholidays.com.au/policies/holiday-van-owners>) are to:

- Provide a consultation mechanism for the progression of the approved Plans of Management and the associated strategies, actions and improvements, including the staged progress and preparation of development works, and the related changes to each Park site layout.
- Improve communication and act as an information channel between Holiday Van Owners, the Council, the Trust and Park Management.
- Ensure that Holiday Van Owners' concerns and issues are understood and accurately presented to the Committee for discussion.
- Act in a way that improves communication channels between Holiday Van Owners and Park Management.
- Provide a forum for open discussion. Issues are to be of a collective nature only.
- Provide targeted advice and information from Council and the Trust back to the Committee.
- Consider relevant information to be circulated in the Quarterly Holiday Van newsletter.

If you have a van at **Halifax Holiday Park**; or at **Fingal Bay Holiday Park** and are located in **North Precinct** (which includes Amaroo, Toowoon, Karloo, Gooyah and Yatamah Streets), or **West Precinct** (which includes Pinaroo (2-75 (excluding the 23-35 which are in South precinct), Orana (#2-16), Quandong Extension & Nowrainie Streets) and you wish to represent your area, please complete the enclosed/attached nomination form and include a brief overview detailing your background and reasons for wanting to apply as well as a small photo/headshot and return via post, or email – addresses are given below.

All nominations must be received by **close of business on 23 December 2019**. **Late entries will not be considered.**

Kind Regards

**Fiona Snow**  
Holiday Park Administration Officer

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25 November 2019