

Dear Van Owner

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

The establishment of the 'Port Stephens Beachside Holiday Parks Consultative Committee' is an objective contained within the approved Plans of Management for the Port Stephens Beachside Holiday Parks and is supported by Council, the Trust and Crown Lands.

The purpose of the Committee is to provide a forum for meaningful discussion, facilitating appropriate consultation and engagement with holiday van owners toward the implementation stages of development and change occurring across the Fingal Bay, Shoal Bay and Halifax Holiday Parks.

A process for representative nominations and voting will be conducted from December 2013 through to February 2014.

All current holiday van owners are invited to nominate for representation on this Committee. A nomination form is attached. In order for you to nominate this must be returned by close of business Thursday January 16.

You are being invited to nominate for representation of your electorate.

There are five van owner representatives to be elected to the Committee.

The Committee is formed from electorates. These electorates are:

- **Halifax** (representing all occupants on Halifax Holiday Park);
- **Shoal Bay** (representing all occupants on Shoal Bay Holiday Park);
- **Fingal Bay - North** (representing all occupants of Amaroo, Toowoon, Karloo, Gooyah and Yatamah Streets, Fingal Bay Holiday Park);
- **Fingal Bay - East** (representing all occupants of Rumaiy, Kalyan, Muraban, Impara, Euroka and Condowie Streets, and Pinaroo Street to the corner of Rumaiy [site 31], Fingal Bay Holiday Park);
- **Fingal Bay - South** (representing all occupants of Nowrainie, Quandong Extension, and Orana Streets, and the remainder of Pinaroo Street, Fingal Bay Holiday Park);

Please note only one occupant of each holiday van site may nominate.

Nominators must supply, along with their nomination form, a short description of their background (half an A4 page maximum) and reasons for wanting to be elected to this Committee; and a current head and shoulders photograph which will be

published with the ballot paper to enable holiday van owners to make a considered choice when voting for their representative

Where there is no more than one nominee in an electorate this nominee will be elected unopposed, and notified of this outcome by January 23.

Where there is more than one nominee in an electorate then a postal ballot will be held amongst the occupants of vans within that electorate.

Voting forms will be posted to all occupants of the electorate on Friday January 24. Voting closes Friday February 21. The nominee with the most votes within that electorate will be elected representative to the Committee. Candidates will be notified of the result by February 25.

The Terms of Reference for the Committee is available on the Holiday Park Website in the holiday van section.

It is intended that representatives are elected for a two-year term, with an annual election for two or three positions in each alternate year. To facilitate this, in the first term, two of the representatives elected in 2014 will serve a one-year term with the position made vacant in 2015. The other three representatives will retain their representation until 2016. Each position thereafter will be a two-year term.

For further enquiries please contact me on the number quoted at the top of this letter.

Yours Sincerely

A handwritten signature in blue ink, appearing to read 'L Hammond', is centered below the text 'Yours Sincerely'.

Leon Hammond
Business Support Coordinator