

5.5. WONGA BEACH CARAVAN PARK CARETAKER MANAGEMENT AGREEMENT

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DEPARTMENT	People and Community Services

RECOMMENDATION

That Council resolves to:

- 1. approve the appointment of temporary caretaker for a period of 3 months from 31 March 2021 at remuneration as stated in the financial section of the report.**
- 2. Approve the allocation of \$140,000.00 to construct on site accommodation at Wonga Beach Caravan Park.**
- 3. Delegate authority to the Chief Officer in accordance with section 257 of the *Local Government Act 2009* to finalise all matters associated with this matter.**

EXECUTIVE SUMMARY

The Wonga Beach Caravan Park has been without a caretaker since November 2020. Council has advertised the position of Caretaker on two occasions without success. Currently Council staff are running the park but as the busy season is about to commence more suitable arrangement are required.

Council officers are seeking Council's endorsement to appoint an external caretaker for a period of 3 months and seeking funding to provide onsite accommodation for prospective caretakers.

BACKGROUND

On the 24 September 2020 Council advertised for a caretaker of the park. Within the Management Agreement advertised Council would pay 33% of park takings as payment of services. Also, the successful tenderer would have to supply on site accommodation as none is available on site. Only one submission was received but was deemed unsuitable.

Council revised the management agreement to make it more appealing. This time Council were offering a base payment of \$1,500.00 per month plus 33% of the income derived from the park. Three applications were received and after consideration one applicant appeared to have all the requirements to undertake the position.

A letter was sent to the preferred applicant to confirm that he was able to provide own accommodation. Unfortunately the applicant advised council that as not knowing the area he was not prepared to purchase a caravan but advised that he would be available for short term over the busy season.

On both occasions when Council went to tender several other Queensland Councils were advertising for caretakers but they included on site accommodation which did limit the market.

COMMENT

As being the caretaker of the park, it is a 24/7 commitment and by not offering excellent quality on site accommodation Council is limiting its market for long term management caretakers.

Both tenders were advertised Australia wide and locally through print and social media. Council Officers propose to re advertise this position prior to the completion of the short-term tenure

PROPOSAL

To appoint the preferred applicant for 3 months as caretaker of Wonga Beach Caravan Park at an agreed rate and provide sufficient funding to construct/purchase on site accommodation.

FINANCIAL/RESOURCE IMPLICATIONS

The cost to appoint a caretaker for 3 months will be \$2,170.00 plus GST per week or \$26,040.00 plus GST for 3 months which will be paid for out of income from the park.

The cost to construct/purchase appropriate on-site accommodation and connected to all services is estimated at \$140,000.00. It is envisaged that funding for this purchase will be provided for by savings made from Council's CAPEX works program.

RISK MANAGEMENT IMPLICATIONS

By appointing an interim caretaker this will provide on-site 24/7 personal to solve any problems that may occur and will limit Council's risk and exposure of having an unattended caravan park.

SUSTAINABILITY IMPLICATIONS

Economic: The appointment of a caretaker 24/7 will improve Councils income by capturing all overnight stayers and promote the Shire to all new commers to the area.

Environmental: Nil

Social: Nil

CORPORATE/OPERATIONAL PLAN, POLICY REFERENCE

This report has been prepared in accordance with the following:

Corporate Plan 2019-2024 Initiatives:

Theme 2 - Fostering Sustainable Economic Growth

A robust economy is at the heart of a thriving community and enables investment in environmental protection. While our remoteness is a key attribute, it also presents challenges for attracting new business and investment. We must also meet the challenges of fierce competition in the tourism sector. Council will partner with industry to build, diversify and promote the Douglas economy. Council will design and deliver infrastructure, strategies and services that support the local economy and businesses.

Goal 1 - We will build appropriate infrastructure and deliver services that connect and support businesses.

COUNCIL'S ROLE

Council can play a number of different roles in certain circumstances and it is important to be clear about which role is appropriate for a specific purpose or circumstance. The implementation of actions will be a collective effort and Council's involvement will vary from information only through to full responsibility for delivery.

The following areas outline where Council has a clear responsibility to act:

Builder/Owner Council makes a significant investment every year in the infrastructure that underpins the Shire through its capital works program. Council will manage its assets with appropriate frameworks and deliver its projects through robust project management.

CONSULTATION

Internal: Procurement
Council Officers

External: Nil

COMMUNITY ENGAGEMENT

Nil

ATTACHMENTS

Nil