

**Welshman's Reef  
Water Sports Club Inc.  
A0061712A  
Final Business Plan  
(18th November 2014)**

Fisherman's Road  
Welshman's Reef

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## Executive Summary

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The Welshman's Reef Water Sports Club Inc. (The Club) aims to assume responsibility for the running and on-going management of the Welshman's Reef Caravan Park (The Park). It will be run as a not-for-profit association of members of on-site-caravan holders with the intention of upgrading and conforming to all Statutory Regulations and Guidelines set down from time to time. It will make the facilities of the Park available (at fees determined by the Club, from time to time) to the public including the boat ramp and camping sites at the fees specified.

The patrons of the Park will be expected to adhere to the Rules of the Club as specified in the Club's regulations.

The Club will complete the compliance upgrades required over time and will be responsible for the environmental compatibility of any developments or upgrades undertaken on the site, for the future benefit of patrons and the local community.

Given the time to complete the upgrades and compliance issues identified by GMW and Mount Alexander Shire, the Club will become an identifiable asset to the "Golden Triangle" as both an immediate and future tourist attraction. It will provide modest accommodation for the area which is steeped in history and a mecca for freshwater sports fishermen and boating enthusiasts. Castlemaine, Newstead and Maldon will continue to receive economic benefit with the park operating at full capacity.

The Welshman's Reef Water Sports Club Inc. therefore requests that GMW transfer a Lease to them, and the Mount Alexander Shire accept the transfer of that lease to it, prior to the expiration of the 31st December 2014, when the current Registration of the Caravan Park ends AND also seeks from the Mount Alexander Shire a 3 year registration of the park, commencing 1 January 2015.

# Objectives

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## ITEMS FOR FURTHER ATTENTION

### OBJECTIVE 1- Raise Money to begin upgrades

1. CARBOOT SALE DAY – 12<sup>th</sup> Oct 2014, the WRWSC raised over \$1000 from this initiative. We now have funds to begin the process for the necessary upgrades.
2. Member contributions in lieu of rent for July 2014 to January 2015. We now have over \$28,000 in our CBA bank account.
3. Increase site holder fees in 2015.
4. Donations - we have received \$200 from the local community.
5. Membership Fees.
6. Sale of Campaign Tee shirts.
7. Insurance Premium donation for \$20,000,000 Public Liability policy.
8. Implement a recycling system where cans and bottles are collected from the park and cashed in at participating outlets – not factored into the Business Plan.
9. Collection and removal of scrap metal from on-site-holders, with money raised going towards upgrades (completed on Sunday 2<sup>nd</sup> November) – not factored into the Business Plan.
10. Kiosk sales – not factored into the Business Plan.
11. BBQ coin operated collections – not factored into the Business Plan.
12. Boat ramp fees – not factored into the Business Plan.
13. Laundry facility fees – not factored into the Business Plan.
14. Casual site fees – not factored into the Business Plan.
15. Special entertainment event sales – a special outdoor music gig is planned for early in 2015, upon the successful completion of the lease signing – not factored into the Business Plan.

### OBJECTIVE 2 - Satisfy EPA regulations

The Committee of Management are examining 4 possible options to satisfy this requirement by December 2020. Note **(See Note below \*)**

**SEPTIC TANKS WITH DISPERSION SEEPAGE DRAINS** – WRWSC have engaged Mr. Sven Nielsen MEngSc CPSS-2, Director, Strata Geoscience & Environmental P/L, to come to the park on 6<sup>th</sup> November 2014. His role and responsibilities are as follows:

- a. Complete a Soil Capability Assessment (SCA) and
- b. Provide a quote for the installation of Waste Water System. The cost of full project shall be determined by 20<sup>th</sup> November 2104. The committee is relying on this feedback to give more specific time frames, and more accurate costings.

**SEWAGE TREATMENT PLANT** - WRWSC had a site visit from Kevin Mc Veigh from ICON-SEPTECH on 24<sup>th</sup> September 2014, who offered his advice on the installation of a Sewage Treatment plant for the Park. He estimated a costing of approximately \$200,000 for a system to suit the Park with a capacity of 20,000lt/day or 150lt/person/day.

<http://www.icon-septech.com.au/environmental/wastewater/turbojet-5000>

Additionally, if this method is selected, WRWSC would aim to deposit a layer of topsoil over the distribution area to plant native grasses and other indigenous flora within the rows of drains to maximize the dispersion of liquid effluent and minimize/prevent its entry to the Cairn Curran Reservoir if the above is selected. The cost is estimated to be \$15,000 and would be completed at the time the dispersion tanks are installed. The labor would be supplied by working bees from site holders and volunteers.

**WASTE WATER TREATMENT SYSTEM** - Ozzi Kleen - Commercial Sewage Treatment Solutions John Chapman advises that the cost of a treatment plant from Ozzi Kleen would be in the order of \$200,000.00 fully installed and to allow another \$30,000.00 to install an irrigation system to disperse the water throughout the park. (See diagrams 1 & 2 below).

#### **DISPERSION OF LIQUID WASTE TO AN ADJOINING ORGANIC FARM**

Tony Croft, a site holder, himself an organic farmer, has approached the adjoining neighbour of the Park to discuss the possibility of liquid waste dispersion onto her property and negotiations are progressing.

**CONNECTION OF SEWAGE TO TOWN SEWAGE** - Connecting to the town system in Newstead 6.5km away is being costed by David Anderson (Registered Club plumber) to ultimately minimize the EPA requirements and be able to supply potable water to the Park in the future. This approach to remove waste from the site altogether is also the preferred option of GMW but by our estimates unnecessary and far more expensive to implement.

**The committee has contacted three separate contractors to quote us for this project. A fourth quote is that supplied by GMW and is to be submitted to us no later than Friday 15<sup>th</sup> November.**

1. *Anderson Plumbing and Heating* – Castlemaine - Dave Anderson has provided the attached quote of \$x Appendix E. for this major project.

2. Kevin Wiseman Pty. Ltd., Consulting Civil Engineer – has drawn up plans of the potential path for a town connection system and is currently estimating the cost of that project. (See Appendix E below).

3. Ozzi Kleen Waste Water Systems - John Chapman advises that the cost of a treatment plant from Ozzi Kleen would be in the order of \$200,000.00 fully installed and to allow another \$30,000.00 to install an irrigation system to disperse the water throughout the park.

### Key Benefits

- Quick mobilization and demobilization
- Designed and constructed to demanding Australian standards
- Robust, compact, easily transportable
- Plug and play solution
- Equipped with programmable logic controller (PLC)
- Minimal maintenance requirements
- Manufacturer's warranty
- No septic process
- Caters to peak periods using a SBR technology
- High quality effluent
- Capacity can be increased
- Fully lockable systems available
- Ideal for remote locations, temporary accommodation, mining and construction camps, towns, resorts, caravan parks, schools, airports



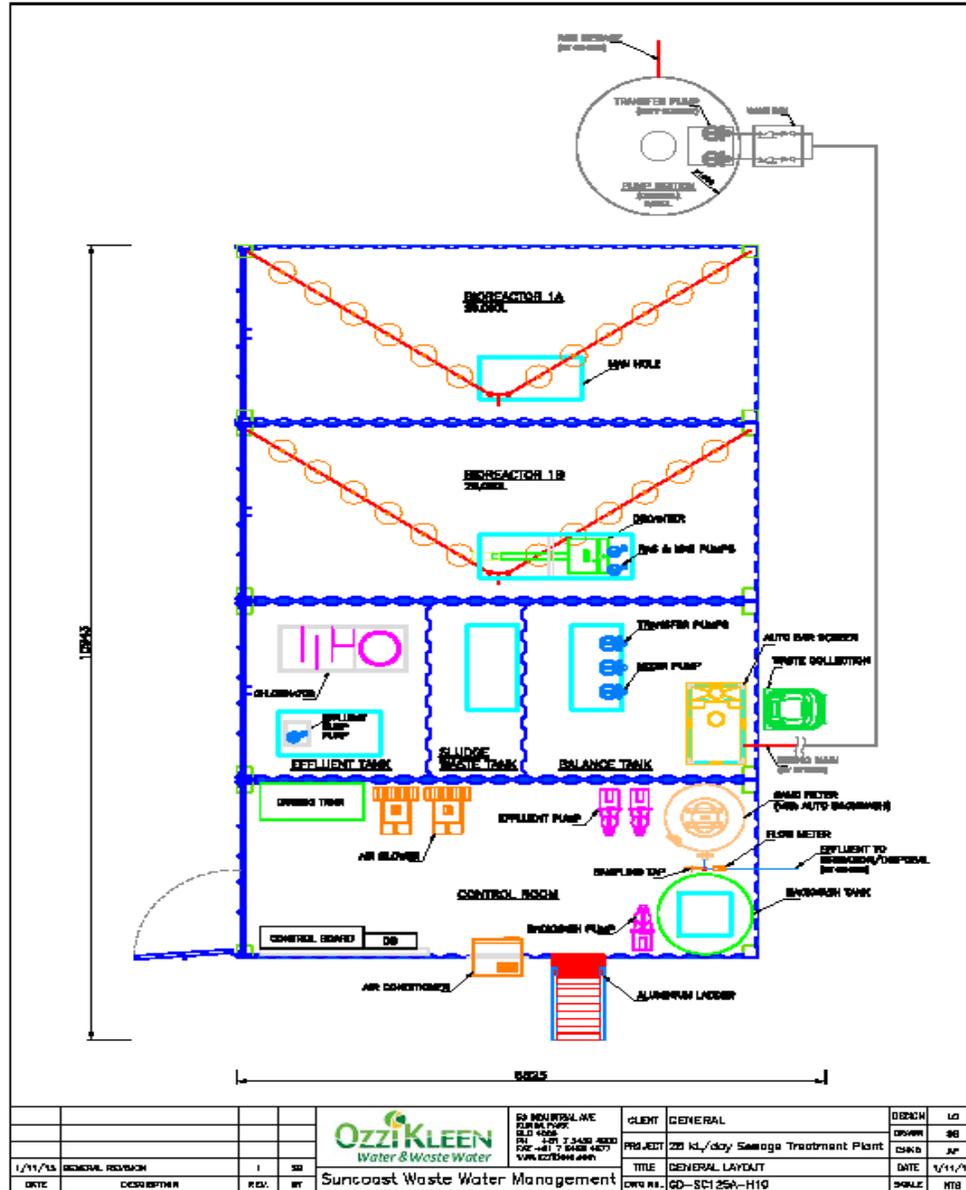


Figure 1 Detailed Layout of Sewage Treatment Plant

4. Quote from GMW \$2.1 million (please provide us with your detailed quote before 15<sup>th</sup> November 2014). \* The Club is planning to use 20% of the yearly annual fees to contribute to this project. (We are happy to work with GMW and Council on a % deemed to be more suitable).

**OBJECTIVE 3 - Satisfy CFA REGULATIONS**

A. Install fire-fighting equipment – 6 x water storage tanks, hydrants and hoses need to be installed at the Park in order to satisfy CFA guidelines. Tanks to be installed at a cost of \$6,762.00 each, up to 15 fire hoses reels at a cost of \$390.00 each. (This \$50,673.10 will ensure complete coverage of all areas of the Park). Resident fees and donations will purchase the goods at cost price from a local supplier. For tank and fire hydrant locations throughout the Park see diagrams 2 & 3 below. We anticipate that the equipment will be installed by 31<sup>st</sup> December 2014, if GMW can assign the Lease by that date. (Note: Plumbtec are offering a 20% discount on the prices below to WRWSC).

PLUMBTEC QUOTE ITEM	Number off	Unit Cost	Total
<b>HYDRANT</b>			
45kl Tanks	6	5800	34800
100mm L/O Butterfly valve	6	350	2100
100mm storz x 100 FI BSP connector	6	280	1680
100mm nipple	6	22	132
tank base sand per 100mm	19.65	10	196.5
40mm float valve	2	200	400
Flanges and Misc	12	100	1200
		<b>TOTAL</b>	<b>\$ 40,508.50</b>
<b>HOSEREEL</b>			
36m hose reels	15	220	3300
hose reel cover	15	85	1275
copper stand pipe	15	30	450
stand pipe connection	15	55	825
		<b>TOTAL</b>	<b>\$ 5,850.00</b>
<b>NEW MAINLINE</b>			
Mainline 50mm blueline metric	799	5.4	\$ 4,314.60

- B. Introduce a CFA Fire Management Action Plan for the Park by 31<sup>st</sup> December 2014. The Maldon CFA in conjunction with David Anderson, the Park plumber and Tony Croft, a strategic planner will work collaboratively in order for the Park to reach satisfactory compliance. The site survey was completed by Kevin McKnight (CFA) on 10<sup>th</sup> September 2014. All on-site caravans will be audited by 30<sup>th</sup> November 2014 to ensure the required extinguishers, fire blankets and smoke detectors are in place as well as the removal of fire hazards such as brushwood fencing and unnecessary timber and other flammable materials. Further discussions on 5<sup>th</sup> November 2014, have been held with Peter Rogasch who works for the CFA and looks after all GMW assets with respect to the CFA who has confirmed the Plans in place for WRWSC will satisfy CFA regulations.
- C. The Emergency Management Action Plan will be printed, laminated and displayed in all appropriate locations of the park by 31<sup>st</sup> December 2014. A written agreement from site holders to depart the Park on code red days will be signed and collected by the Club Secretary by 31<sup>st</sup> December 2014.

#### OBJECTIVE 4 – CAPITAL UPGRADES

There shall be an ongoing request for Government, local and community grants each year. Upgrades will also be dependent on the money raised by the Club.

WRWSC would like to upgrade the following.

1. Toilet block facilities to include disabled shower/toilet facilities - WRWSC will apply for Federal, State and Local Government grants for the installation and/or upgrades of the toilet blocks, with particular emphasis on the facilities for the disabled.
2. Playground safety improvements – WRWSC will explore the availability of Government grants for the improvement or upgrade of the playground equipment.
3. BBQ Facilities – Replace the elements in the coin BBQs in outer casual areas. As most site holders have these facilities individually, casual campers and the Public visitors could benefit by these improvements.
4. Install solar panels on the facility blocks to supply back-to-the grid power is on the longer term wish list but not a required upgrade.
5. Surfacing existing clay roads within the Park is at best a long term improvement, desirable but not imperative and will be examined when other more pressing needs are completed.

## ***Grants to Explore –***

**Putting locals First – Supports regional communities to devise and deliver service and infrastructure responses which reflect local priorities - Ongoing Grants.**

**Sustainability fund – Supports communities to take action on resource efficiency, waste reduction and climate change.**

**Wage Subsidy Scheme – Supports a person with a disability or experiencing barriers to employment.**

**Regional Growth Fund – supports major strategic infrastructure and community led local initiatives that improve both the competitiveness and livability of regional and rural Victoria, creating more jobs, and better career opportunities.**

**Business Evaluation – free for eligible business. Experienced advisers review business operations, give direction, strategy and provide an evaluation report with recommendations**

**Grow your Business – Business Strategic review – Provides assistance to gain insight into areas of operation, including Threats, Strengths, weaknesses, opportunities.**

**Economic Infrastructure program –**

- a. **Building strategic Tourism- Aims to develop strategic, targeted tourism and cultural assets that grow the tourism and cultural product mix across Victoria, stimulates increased visitation and enhance the livability of regional towns.**
- b. **Growing and Sustaining regional industries and Jobs - assists existing industries to be more sustainable**
- c. **Transforming and Transitioning - aims to create new community opportunities in regional and rural Vic and build community assets.**

**Water Rebate Program - closes June 2015 - If you are connected to urban reticulated water supply, this program can help with the purchase and installation of water saving products and services**

**UPGRADING OF CARAVAN PARK GRANTS - Government Grants available.**

<http://www.rdv.vic.gov.au/community-programs/putting-locals-first>

<http://www.sustainability.vic.gov.au/Sustainability-Fund/About-the-Sustainability-Fund>

[http://jobaccess.gov.au/Employers/Financial\\_help\\_and\\_wages/Help\\_with\\_wages/Wage\\_subsidies](http://jobaccess.gov.au/Employers/Financial_help_and_wages/Help_with_wages/Wage_subsidies)

<http://www.rdv.vic.gov.au/regional-growth-fund>

<http://www.business.gov.au/advice-and-support/EIP/Pages/Business-Growth-Grants.aspx>

<http://www.business.vic.gov.au/grants-and-assistance/programs/grow-your-business/grow-your-business-business-strategic-review>

<http://www.rdv.vic.gov.au/infrastructure-programs/economic-infrastructure/strategic-tourism-and-cultural-assets>

<http://www.depi.vic.gov.au/water/saving-water/water-rebate-program/small-business-rebates>

<http://www.rdv.vic.gov.au/infrastructure-programs/economic-infrastructure/industries-and-jobs>

<http://www.rdv.vic.gov.au/infrastructure-programs/economic-infrastructure/transforming-local-economies>

#### **OBJECTIVE 5 - REQUEST for WATER SUPPLY**

**WRWSC- shall apply to The Minister for Water directly regarding our request for 20 ML of reservoir water to be pumped directly onto our storage tanks. We understand it is the Ministers decision to set limits and caps. Our letter of request has been posted on the 20<sup>th</sup> October 2014 and we are awaiting a response. We understand GMW is not authorized to grant us this request.**

Under the *Water Act 1989*, the Government uses a water entitlement framework to balance the demands for water for consumption, the environment and other non-consumptive uses.

The water entitlement framework is administered at three levels:

- the State Government retains overall right to the use, flow and control of all surface water and groundwater on behalf of all Victorians
- the Minister for Water is responsible for granting entitlements to water (including environmental entitlements) and setting limits and caps
- individual rights to water
- See appendix D below.

**NOTE: In light of the Minister's rejection of our request, WRWSC will apply for a works licence and pay the associated licence fees, usage fees and water shares cost to fill the tanks for fire-fighting, sewage, washing and other purposes.**

#### OBJECTIVE 6 - REQUEST for ELECTRICAL COMPLIANCE WORKS

WRWSC are committed to ensuring the safety of all of our club members.

On the 26<sup>th</sup> October 2014 the Committee of Management received a report from SPA COUNTRY ELECTRICAL – Mr. Lynam Bastin (fully qualified electrician) who states that the installation of safety switches to 55 power outlets around the Park could be installed by him for a cost of approximately \$6,500.00 + GST. (See Quote below). He has conducted test and tag examination of all sites and believes there are no other electrical requirements for the Park at this stage. All switch boxes are up-to-date and compliant.

**Lynam made one suggestion that perhaps solar street lighting could be looked at in the future for around \$700.00 per light. This is not a required upgrade, but an option the club is considering should the opportunity present.**

**SPA COUNTRY ELECTRICAL PTY LTD**

PO BOX 26, HEPBURN 3461  
REC No: 18672

Phone: (03) 54764465

Mob: 0428764465

Email: [info@spacountryelectrical.com.au](mailto:info@spacountryelectrical.com.au)

**Quotation**

30/10/2014

Dear: **Committee of Management, Welshman's Reef Water Sports Club Inc.**

Please find the following a revised costing as requested for Electrical upgrade of power heads for: 230 Fishermans Rd - End , Welshmans Reef.

**Comprising:**

Electrical upgrade of power heads, from stranded Australia- AS/NZS 3001:2001.

Electrical installations-relocatable premises ( including caravans & tents) and their site installations.

Supply fit & test 55x 16A RCD single pole safety switches to power service pillars & the replacement of RCD's that currently protect underground mains to service pillar heads with new circuit breakers to control each lot of service pillars, label each service pillar & socket outlet on each service pillar, fit off & test, supply safety certificate at completion of job.

Application, Electrical installations of relocatable premises & sites shall be carried out in accordance with AS/NZS 3003 except as varied herein and with the additional requirement of this standard 1.5 Alteration , additions & repairs.

2.3.2.4.2 (a) 2.3.2.4.3 (a) (i) 2.3.2.4.5 (a) 2.3.2.6.5

**COSTING > MATERIALS & LABOUR                    \$6500.00 + gst**

*All Gpo & Switches are Classic 2000 Series.*

- > **Alterations and Additions will be charged out at hourly rate + Materials**
- > **Safety Certificate Supplied at Completion of Payment**
- > **Progress payment at each stage of electrical work is required**

**Estimate Cost: \$6500.00 + gst**

I hope this can help you plan a head.

Should you have any queries or suggestions please don't hesitate to contact our office and we will be happy to help.

Regards,

**Spa Country Electrical Pty Ltd**

Please give confirmation on acceptance or no acceptance out of courtesy & time frame.

## **OBJECTIVE 7 - REQUEST for a PEPPERCORN LEASE**

WRWSC are committed to manage the park facilities and to ensure both public and environmental safety. As such, we shall continue to apply to GMW for a Peppercorn Lease.

**WRWSC proposes A.** That it may be more reasonable to pay GMW for the contract work that is performed when the compliance activities are conducted.

**In order to assist GMW with the costs of the “Irrigator funded resources”, WRWSC require some more information. (Preferably prior to 15<sup>th</sup> November 2014).**

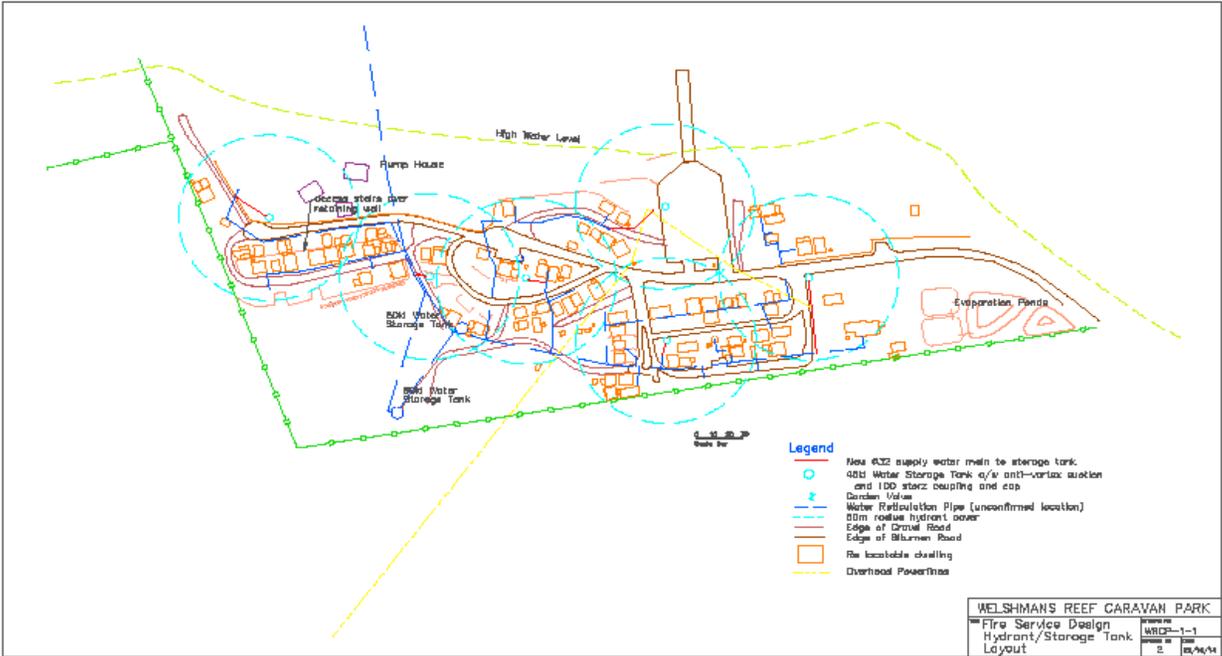
- 1. How many compliance activities would be conducted each year?**
- 2. The date of the assessments?**
- 3. Time taken by a staff member?**
- 4. Can you please provide us with an estimated hourly rate of your employee in order for us to factor the in those costs?**

We would still commit to paying GMW the peppercorn lease and pay for the compliance activities conducted by GMW staff.

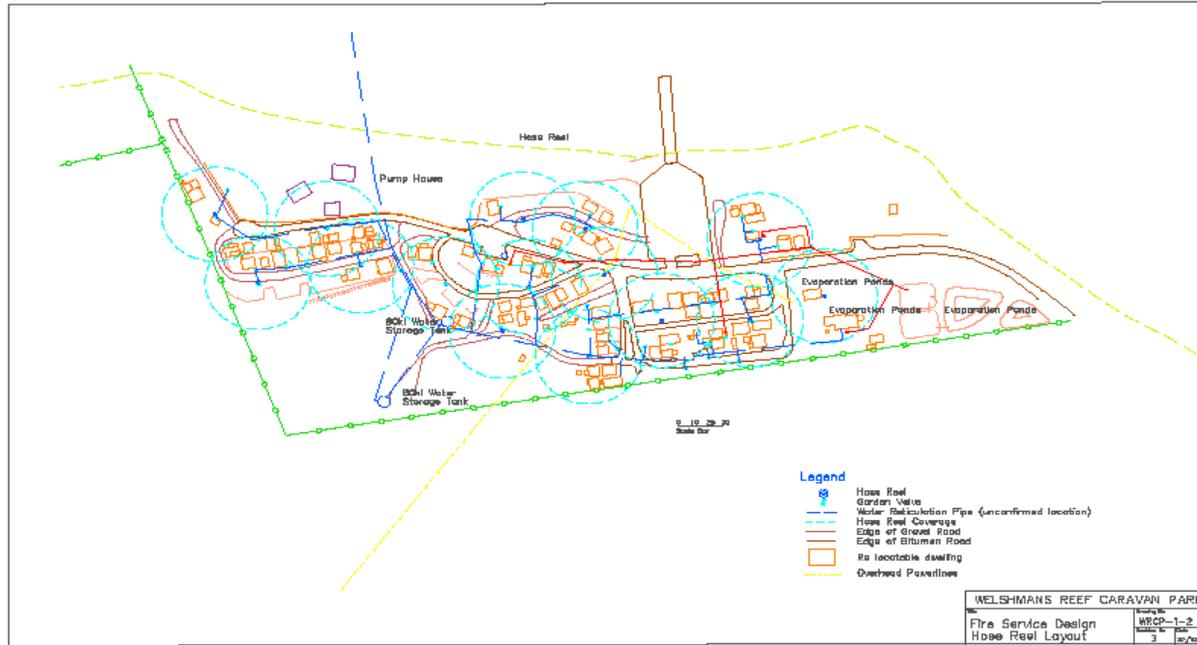
**WRWSC proposes B.** Alternatively in light of GMW’s generous offer to provide assistance in the process of compiling the Business Plan to obtain the Lease, WRWSC suggest that the \$30,450.12 Operating Profit achieved by GMW over the previous two years, be amortized over the first 15 year period of the Lease in lieu of any significant rental fees. This contribution would no doubt be seen in a very favorable light by the Community, Members of the Club and the Public in general for the absence of capital upgrades to the Park over the preceding period. This alternative is the preferred option of WRWSC.

Please keep in mind that our not-for-profit Club will be increasing the capital value of the Park by its investments over time and in order to achieve that beneficial outcome for GMW and the community at large, it will be the private investment of site holders and casual Park users delivering on that result. There will be no additional cost impost on GMW’s irrigators.

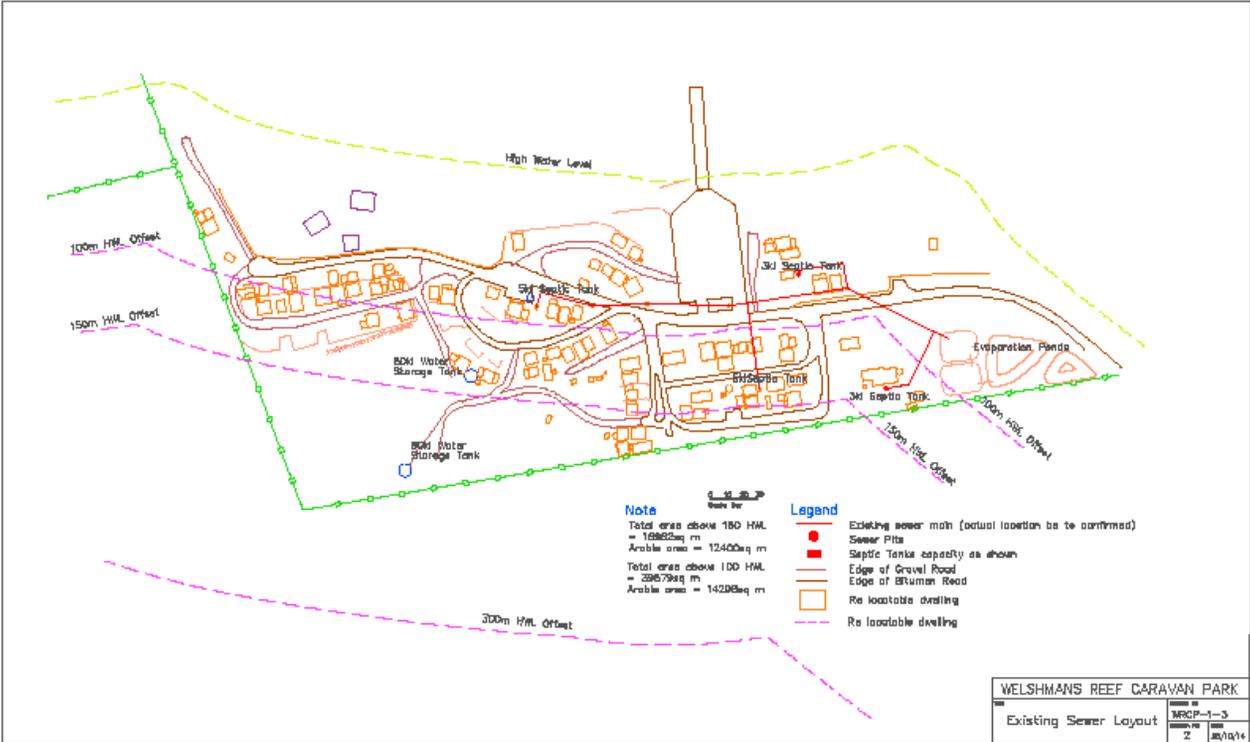
# APPENDIX A. Fire Hydrant/Storage Tank Layout



## APPENDIX B. Hose Reel Layout



### APPENDIX C. Existing Sewer Layout.



## APPENDIX D. Ministerial Response from Peter Walsh on Water Usage.



**Minister for Water**

Ref: DEPI10482  
File: CS/07/3456-1  


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East Melbourne Victoria 3002  
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DX 210098

Mr Tony Knight  
President  
Welshman's Reef Water Sports Club Inc.  
Committee of Management  
tknight1044@gmail.com

30 OCT 2014

Dear Mr Knight

### WATER SUPPLY FROM CAIRN CURRAN RESERVOIR

Thank you for your email dated 20 October 2014 regarding the Welshman's Reef Caravan Park and your request for a 20 megalitre (ML) water entitlement to fill the Country Fire Authority (CFA) approved water tanks on site.

Cairn Curran Reservoir forms part of the declared Loddon water system. Water entitlements issued for consumptive use in this system include high-reliability and low-reliability water shares. Whilst Goulburn-Murray Water (GMW) has functions and powers to store, manage and deliver water across most of northern Victoria, the water is owned by the customers of GMW.

The amount of water diverted from the Loddon system is limited by a long-standing decision by Murray-Darling Basin governments to impose a cap on increased diversions and more recently by a commitment to implementing the Basin Plan sustainable diversion limits. This means that there can be no net increase in water entitlements from the Loddon system and the 20 ML entitlement you are requesting would need to be purchased from other users' existing water entitlements.

GMW's decision not to issue 20 ML of water entitlement to the Welshman's Reef Water Sport Club Inc. is consistent with the above limits of the Loddon system and GMW's policies for caravan parks and clubs operating on GMW managed land.

The Welshman's Reef Water Sport Club Inc. will need to apply for a works licence and pay the associated licence fees, usage fees and water shares cost to fill the tanks for firefighting, sewage, washing or other purposes. For more information about water trading and licencing, please go to <http://waterregister.vic.gov.au>.

#### Privacy Statement

Any personal information about you or a third party in your correspondence will be processed under the provisions of the Privacy and Data Protection Act 2014. It will only be used or disclosed to appropriate administrative, statutory bodies, or departments, only in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Privacy Coordinator, Department of Environment and Primary Industries, PO Box 500, East Melbourne, Victoria 3002.



In a declared emergency, the *Emergency Management Act 2013* contains appropriate provisions to access water from storages to support emergency responses. If water is taken from tanks during a declared emergency, the owner may seek to have the tanks refilled at no cost by the local water corporation.

I encourage the Welshman's Reef Water Sport Club Inc. to continue working with GMW to progress the draft Business Plan.

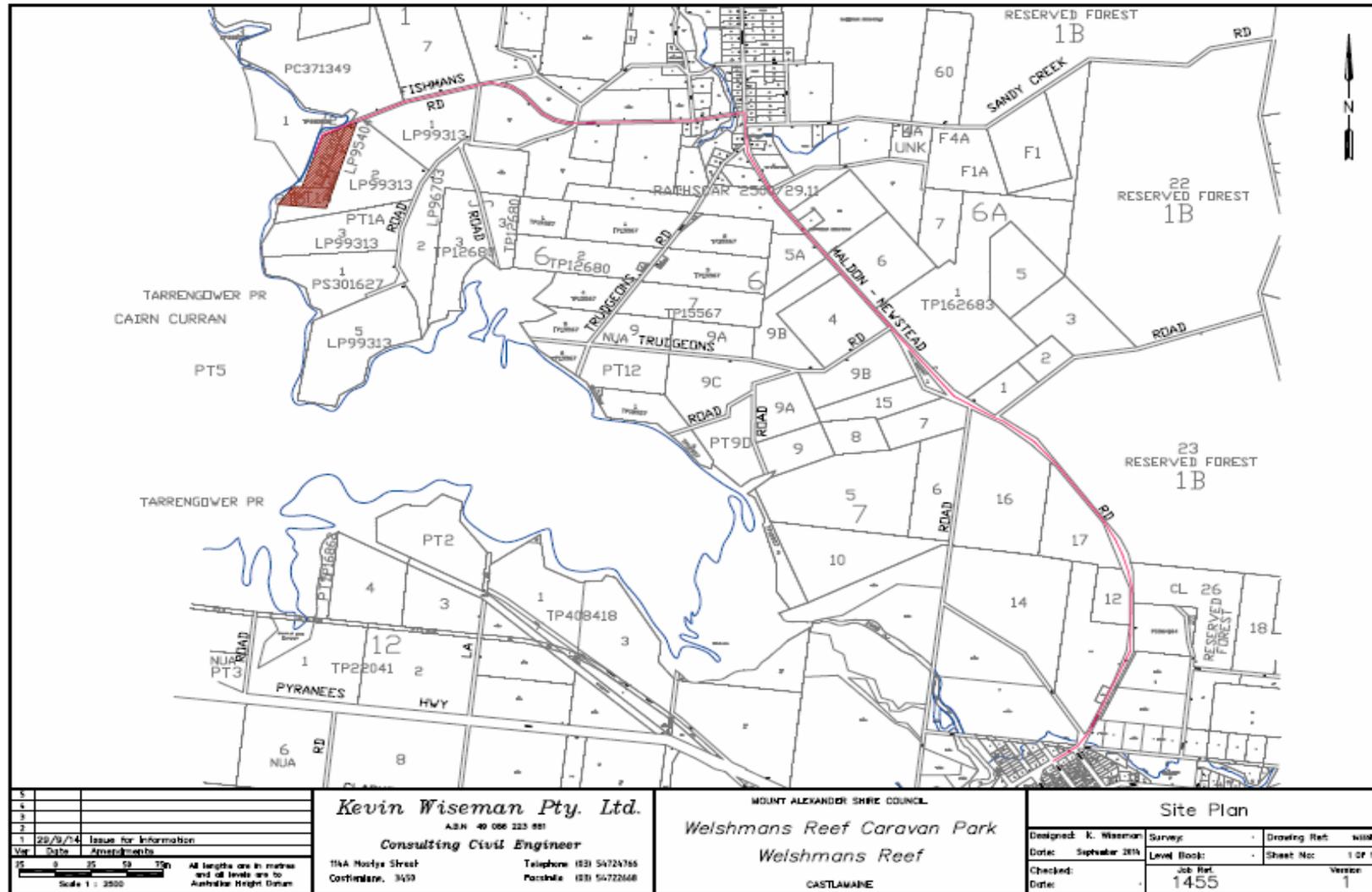
Thank you for raising this matter with me.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Peter Walsh', is positioned above the printed name.

**THE HON PETER WALSH MLA**  
Minister for Water

APPENDIX E. Welshman's Reef Sewer to Newstead Concept.



- D. Install fire-fighting equipment – water storage tanks, hydrants and hoses need to be installed at the Park in order to satisfy CFA guidelines. 6 tanks to be installed at a cost of \$4,500.00 each, 15 fire extinguishers and hoses at a cost of \$600.00 ea. This will ensure complete coverage of all areas of the Park. Resident fees and donations will purchase the goods at cost price from a local supplier. For tank and fire hydrant locations throughout the Park see diagrams 2 & 3 below. We anticipate that installation of the equipment will begin by 1<sup>st</sup> December 2014.
- E. Introduce a CFA Fire Management Action Plan for the Park by 1<sup>st</sup> December 2014. The Maldon CFA in conjunction with David Anderson, the Park plumber and Tony Croft, a strategic planner will work collaboratively in order for the Park to reach satisfactory compliance. The site survey was completed by Kevin McKnight (CFA) on 10<sup>th</sup> September 2014. All on-site caravans will be audited by 30<sup>th</sup> November 2014 to ensure the required extinguishers, fire blankets and smoke detectors are in place. The Emergency Management Action Plan will be printed, laminated and displayed in all appropriate locations of the park by 31<sup>st</sup> December 2014. A written agreement from site holders to depart the Park on code red days will be signed and collected by the Club Secretary by 30<sup>th</sup> November 2014.
- F. Satisfy EPA regulations for the Park by December 2020. The Committee of Management are examining several options to satisfy these requirements. The cost to the Club of these options is being gathered and will be available before the current lease expires. Connecting the sewage system to town sewage and water supply, thus removing all waste from the site and minimizing EPA requirements is noted to be the preferred option of GMW. Connecting to the town system in Newstead 6.5km away is being costed by David Anderson (Club plumber) to ultimately minimize the EPA requirements and be able to supply potable water to the Park in the future.
- G. The Club is planning to use 20% of the yearly annual fees to contribute to this project. It is anticipated to be completed by December 2020.

## Mission Statement

1. To manage and maintain the leased area of Crown Land and infrastructure at Fisherman's Road, Welshman's Reef, Victoria, (commonly or previously known as Welshman's Reef Caravan Park).
2. To undertake financial transactions and entering into contracts
3. To negotiate leasing and licensing arrangements for all or part of the reserve
4. To employ people
5. To exercise all such powers, functions and authorities and carry out all such duties as are conferred or imposed on it by any regulations
6. To maintain records and administer its affairs
7. To facilitate and encourage boating and water sports activities for members.
8. To maintain and manage temporary accommodation areas for members within the leased area.
9. To extend the clubs facilities to members of the public in accordance with the incorporation's rules and regulations from time to time.
10. To provide for its clientele a safe environment, whilst paying due diligence to the Park's natural environment and features.

## Keys to Success

The main areas that need to be implemented for the park to remain open are:

1. Installation of fire-fighting equipment such as water storage tanks, fire extinguishers and hoses etc.
2.
  - a. Replace the existing Evaporation Sewage ponds septic system with a more environmentally acceptable effluent disposal plan to EPA, or
  - b. Connect the sewage system to town sewage and water supply, thus removing all waste from the site and minimizing EPA requirements.
  - c. Submit an acceptable Emergency Management Plan.
  - d. Additionally to plant indigenous flora within the rows of drains to maximize the dispersion of liquid effluent and minimize/prevent its entry to the Cairn Curran Reservoir if 2a above is selected.

## Key Personnel and Pledges of Support

Apart from the Committee of Management, many site holders have committed to input time, equipment and/or a broad range of experience to complete the necessary upgrades to the Park.

Tony Croft and his wife Jennie have completed a technical survey of the Park to satisfy CFA and EPA guidelines. This survey is to our knowledge the first and most complete survey ever undertaken by any of the Park managers in the past and will be maintained for historical perpetuity. Tony is a qualified Civil Engineer.

David and Bryce Anderson, licensed plumbers and gas fitters have completed a survey of the plumbing and sewage systems and assisted with the CFA and EPA requirements. They will be instrumental in designing and installing all plumbing requirements at the Park.

Lynal and Leone Bastin have offered to share their expertise in all electrical matters to do with the Park. Lynal has been responsible for testing and tagging most of the caravans on site and servicing any breakdowns, as a qualified electrician.

Mick from Kreuzer Scrap Metals provided his truck and facilities on Saturday 1<sup>st</sup> November to collect scrap metal for recycling from the Park and donated the proceeds to the Club.

Kerry Anderson, a local resident with philanthropic and grant making experience, has in addition to opening our inaugural meeting, offered her assistance to obtain grants for our Club.

Frank Carpenter Charitable Trust. The Trust supports sporting and educational pursuits for children. In the event that the Incorporated Association which is to be formed with the development of aquatic pursuits for member families the Trust could provide financial support.

Donations will be accepted from Benefactors and Grants will be sought when available.

## Description of Business

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The Park will be managed on a daily basis by a live-in Manager and entry will be by coded key pad to an electronic gate. It will be available to members, their friends, visitors and relatives as well as the public, by the payment of an appropriate fee. The park will consist of annual holiday site holders with provision for daily/weekly campers. There will be no permanent residents at the Park.

## Ownership/Legal Entity

The Park will be run as an incorporated not-for-profit association of site holder members on Crown land, leased from Goulburn-Murray Water. It will be licensed by registration with the Mount Alexander Shire as a Club with a Committee of Management elected at a duly constituted general meeting of members. The Club will also be regulated by the Club Rules and subject to the Residential Tenancies Act 1997 and the Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010. The Club acknowledges that all upgrades and new developments created on site, within the period of the lease, will become the property of the Lessee, GMW with the exception of the on-site-caravans and adjoining annexes, owned by the site holders.

## Location

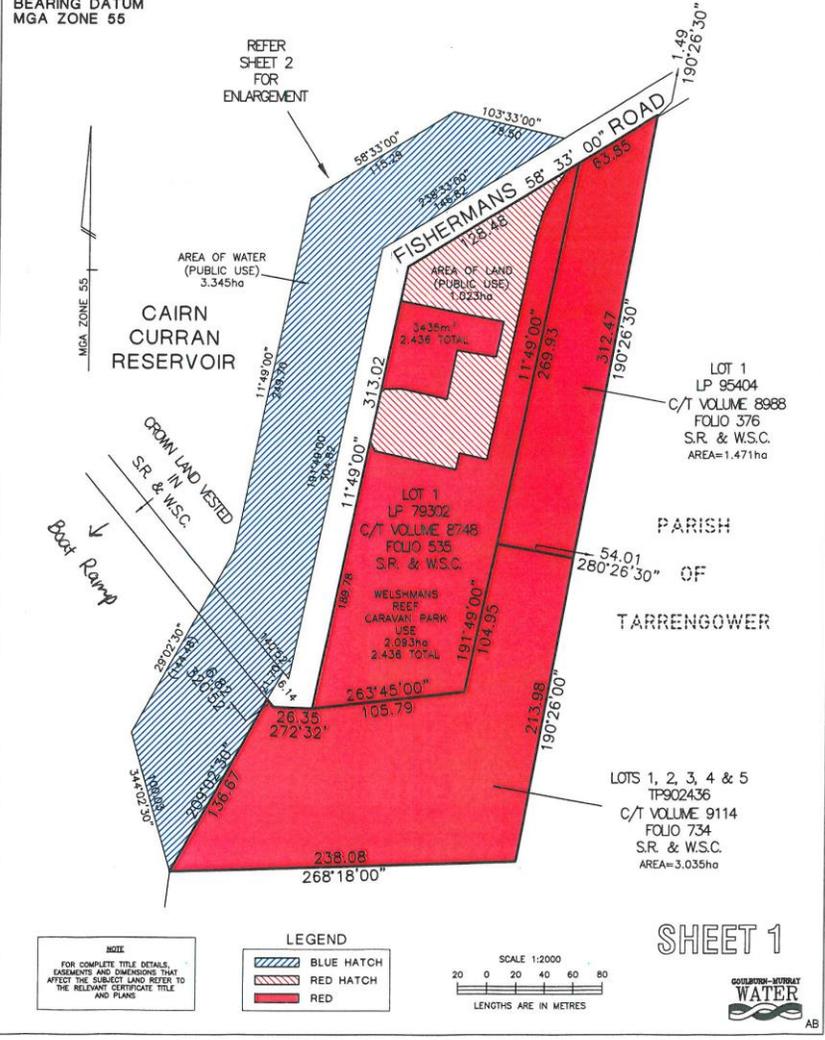
Welshman's Reef Water Sports Club Inc. is situated approximately 50km south of Bendigo and approximately 20 km west of Castlemaine. With the opening of the Calder Highway extension the Park is only about 1 hour from Melbourne. Five kilometers south of the park is Newstead (population approx. 500), and eleven kilometers to the north is Maldon (population approx. 1400). As the closest towns they are heavily reliant on park visitors to support local businesses. The Lease with Goulburn-Murray Water will cover the existing area of the Park down to 20 metres above the full supply level of Cairn Curran Reservoir with a licence being granted for the area between 20 metres above the full supply level down to the water's edge.

### NOTE:

1. In the plan supplied by GMW below, the boat ramp is not located as shown but positioned directly out from the Public Use Car Parking area.
2. This 1996 drawing does not show the site layout or any sites to the west of Government Road.
3. Fisherman's Road ends at the gate to Welshman's Reef Caravan Park and becomes Government Road in the Park.

**GOULBURN-MURRAY RURAL WATER CORPORATION**  
**CAIRN CURRAN RESERVOIR**

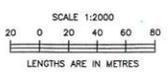
LAND OCCUPIED FOR WELSHMANS REEF CARAVAN PARK  
 CORR NO. 1996/02340/3  
 FIELDNOTE REF: 17742  
 SURVEY NO. 4891  
 BEARING DATUM  
 MGA ZONE 55



**NOTE**  
 FOR COMPLETE TITLE DETAILS, EASEMENTS AND ENCUMBRANCES THAT AFFECT THE SUBJECT LAND REFER TO THE RELEVANT CERTIFICATE TITLE AND PLANS

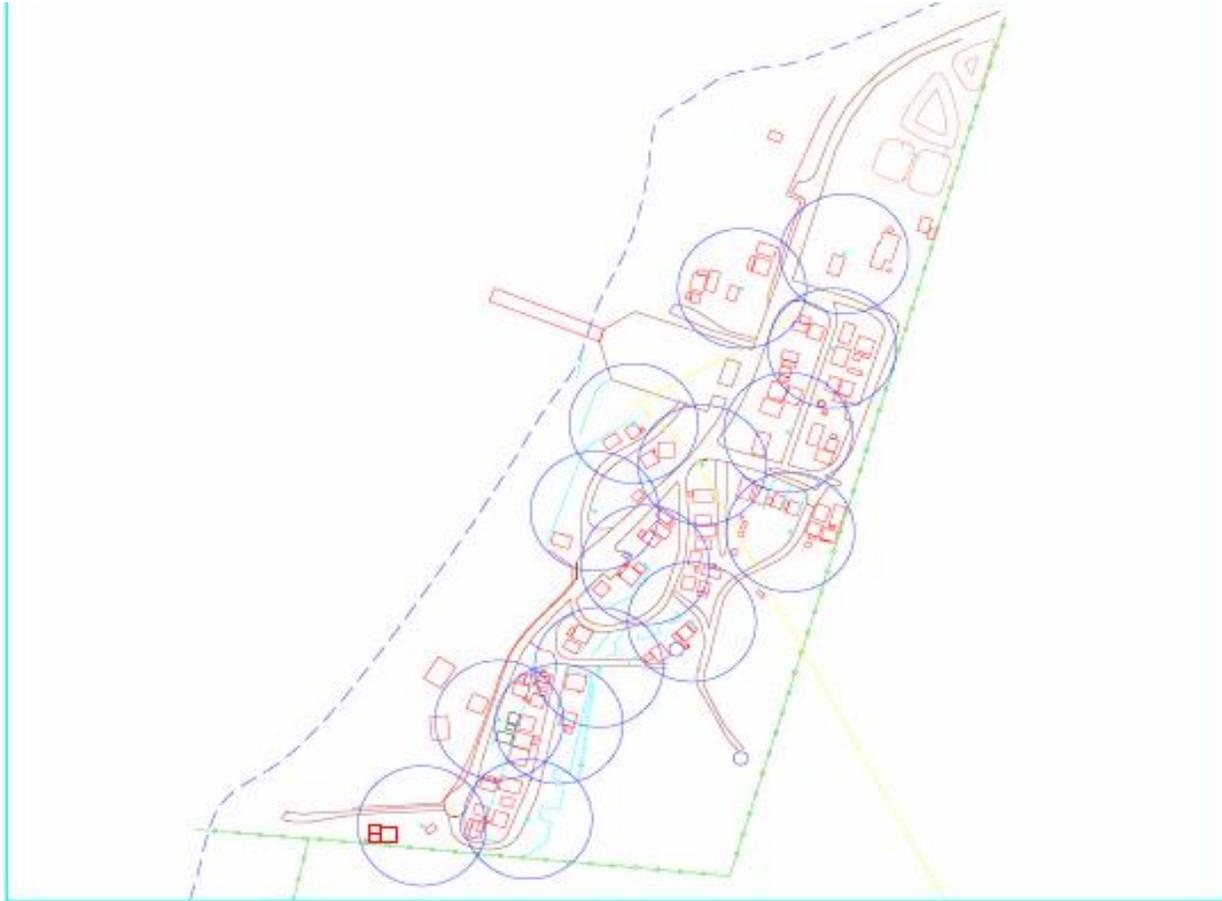
**LEGEND**

	BLUE HATCH
	RED HATCH
	RED



**SHEET 1**





**Diagram 2. Proposed Hose Reel Layout – Prepared by Tony Croft**



**Diagram 3. Planned Fire Hydrant Layout – Prepared by Tony Croft**

## Products and Services

The Park is Crown land and will be managed by the Welshman's Reef Water Sports Club Inc. Committee of Management. This means that Welshman's Reef Water Sports Club Inc. will be the delegated land manager of the Park for the period of the lease with Goulburn-Murray Water. It also means that Welshman's Reef Water Sports Club Inc. will be the Park Manager.

Welshman's Reef Water Sports Club Inc. Committee of Management status is provided by Section 14 of the Crown Land (Reserves) Act, 1978 and allows the Committee to operate a commercial business from the land.

The Park will provide the structure to allow holders of long term sites, the opportunity to remain on site for the annual period specified in the Lease to Annual Site Holders as well as the provision for temporary campers to be accommodated on a daily or weekly basis. The Park currently offers:

1. 29 x Powered sites;
2. 23 x Unpowered sites;
3. 67 x 12 month site permit holders who own their own caravan/cabin located on the site;

The Committee of Management will ensure that being an incorporated not-for-profit association of members, all profit will be returned to the Park for improvements to facilities over time. The Park will offer a holiday destination for patrons seeking budget style family accommodation as well as providing easy access to Cairn Curran Reservoir via its boat ramp-slipway to local residents and visitors alike.

### The facilities of the Park include:

1. 3 x amenity blocks, 2 with laundries, 1 with bath;
2. Electric BBQs (not operational at present) and picnic tables;
3. Playground;
4. Boat parking;
5. Boat ramp – free to members;
6. Kiosk sales – bread, milk, ice, snacks etc.;
7. Dog friendly;
8. Key pad entry;
9. 24/7 property manager;
10. Family friendly atmosphere;
11. Gas bottle swap & go;

## 12. Manager accommodation.

The Park experiences a higher demand for accommodation by fishermen and water sports enthusiasts of all types over the peak season of Christmas through to Easter due to its immediate proximity to the water catchment of Cairn Curran Reservoir.

With the establishment of a dedicated and enthusiastic Committee of Management and longer range planning for the site, it is expected that patronage will increase during the shoulder and off peak seasons.

In summary the assets of the Park are aging but in good condition. The Committee of Management's long term financial plan will budget for the replacement of some assets as part of a capital works and improvement program to be developed over time.

## Suppliers

1. Goulburn-Murray Water – supplying 20 mega litres of reservoir water, pumped directly to storage tanks on site, at the rate of \$1.00 per annum.
2. Goulburn-Murray Water – supplying the Lease of Crown land for a 15 x 15 x 15 year lease at the rate of \$1.00 per annum.
3. Alinta Energy – supplying electricity to the Park at rates to be negotiated.
4. Telstra – supplying telephone connectivity to the Park at rates to be negotiated.
5. Cleanaway – supplying garbage collection services to the Park at rates to be negotiated.
6. CFA Services – supplying inspectorial services to equipment at the Park at rates to be negotiated.
7. Arborist Services – supplying tree management services to the Park at rates to be negotiated.
8. Plumbing Services – supplying plumbing and sewage services to the Park at rates to be negotiated.
9. Electrical Services – supplying electrical inspections and services to the Park at rates to be negotiated.
10. Park Manager Services – supplying 24/7 responsibilities for the day to day security and running of the Park at rates to be negotiated.
11. AUS Insurance Services Pty. Ltd. – supplying - \$20mil Public Liability Insurance at no first year cost.
12. Commonwealth Bank – Supplying banking facilities "at no cost".
13. Elgas – supplying bottle gas refills for amenity blocks and residence.
14. Sandhurst Cleaning Supplies – supplying cleaning products “at cost price”.
15. Mount Alexander Shire – supplying the Registration for the Park.

## Management

In selecting the Committee of Management for the Welshman's Reef Water Sports Club Inc. consideration was given by the members to the experience, knowledge, resources, unique characteristics, geographic location, competencies, flexibility, reputations, relationships, leadership qualities, management and motivation. In summary it is believed that the members selected the right people for the right jobs.

The Committee of Management consists of the following site holders:

1. **Anthony F. Knight – President – Residing in Melbourne - Mechanical Engineer, Teacher, Financial Planner, Business Sales Manager, Local Laws Officer, Computer Software Developer.**
2. **Anthony Griffiths – Vice President – Residing in Maiden Gully, Managing Director – Cleaning Supplies Company.**
3. **Stuart Rayner – Treasurer – Residing in Bacchus Marsh - Regional Business Banking Manager Victoria & Tasmania Region - 30 year plus tenure at CBA.**
4. **Jackie Beith – Secretary – Residing in Campbell’s Creek - School Teacher, Bachelor of Education (Primary) with Distinction, First Aid Certificate including CPR, Asthma and Anaphylaxis.**
5. **Hal Curwen-Walsh – Committee – Residing in Daylesford - Barrister & Solicitor – Principal Practitioner.**
6. **Simone McKinlay – Committee – Residing in Hoppers Crossing – Qualified OHS Representative and Auditor - Advanced Diploma’s in Management and Disability - Disability support worker - Diploma in Visual Art.**

The Committee of Management will be supported by sub-committees consisting of:

1. **Infrastructure services & maintenance – David Anderson - Plumber, Tony Croft – Strategic Planner, Lynal Bastin – Electrician.**
2. **Fund raising – Renee Living, Bernie Graham OAM. Sharon Wilmont, a site holder is aiming to raise \$5,000 through Body Shop in October.**
3. **Events & Tourism – TBA**
4. **Membership/Discipline – CoM.**
5. **Park Programs – Open Air Theatre – Kids Activities – Free Sausage Sizzle – Free Pancake Breakfast – Easter Egg Hunt – Father Christmas – Progressive Cocktails – Fancy Dress etc. - TBA**
6. **Working bees – Diane & Rob Spurway, Rebecca & Shane Green.**

## **Risk Management**

The Committee of Management has the objective to create and maintain a safe, relaxing holiday environment in which all patrons, contractors and visitors are involved with the responsibility of managing risk within their area of responsibility. This will be achieved by:

1. **Ensuring compliance with all relevant legislation, by-laws and guidelines.**
2. **A complete analysis of the Insurance cover requirements for the Park**
3. **Developing OH&S and Risk Management Policies, Procedures and Practices in accordance with Statutory Requirements and accepted standards.**
4. **Eliminating or reducing all risks through a documented process of hazard and risk identification, risk assessment and control.**
5. **Investigating and analyzing incidents including near misses to prevent their recurrence.**
6. **Developing and implementing an Emergency Management Plan.**
7. **Allocating adequate resources to meet the Committee of Management’s commitment to risk management and Park safety.**

8. Communicating with Patrons of the Park to ensure they are aware of the Risk Management Program and their responsibilities to the program.

## Financial Management

The Treasurer, Stuart Rayner, has been appointed from within the elected Committee of Management and will be responsible for the day to day receipts and expenditures required for the efficient running of the park and also for the investment requirements for capital works. The Treasurer will also be required to produce reports as required by investors/banks/authorities and to annually table financial reports to members.

All site holders will be required to pay in advance. Invoices for annual site holder membership fees will be issued annually with the preferred method of receipt being electronic transfer by yearly/half yearly/quarterly/monthly. Provision is not available for credit card payment. Expenditures will be by cheque or electronic transfer, requiring authorization by both the Treasurer and either the President or Secretary or other elected member of the Committee of Management. Members who are experiencing financial hardship will be encouraged to discuss suitable payment plans with the Committee of Management. Fees overdue by six months will result in the cancellation of membership and requirement to clear the site at the exiting member's expense. The Treasurer is being supported by Jane-Maree Davies (CPA) also a site holder, in the day to day accounting requirements of the Club.

## Pricing

Fees & Charges pegged to CPI (All fees payable in advance)

### Annual Caravan Site Holder Fees

Caravan Sites = 2 x Adults	\$2,300.00 per annum	\$1,200.00 per h/year	\$620.00 per quarter	\$210.00 per month
Additional Adults	\$165.00 per annum	\$84.00 per h/year	\$44.00 per quarter	\$16.50 per month
Additional Children < 16yo	\$90.00 per annum	\$46.00 per h/year	\$24.00 per quarter	\$9.00 per month
Children < 4yo	Free	Free	Free	Free
Air Conditioner	\$120.00 per annum	\$62.00 per h/year	\$32.00 per quarter	\$12.00 per month

### Casual Caravan Site Fees

Caravan Sites = 2 x Adults	\$38.00 per night	\$270.00 per week
Additional Adults	\$20.00 per night	\$135.00 per week
Additional Children < 16yo	\$15.00 per night	\$95.00 per week
Children < 4yo	Free	Free
Air Conditioner	\$3.00 per night	\$15.00 per week

### Casual Camping Site Fees

Camping Sites = 2 x Adults	\$30.00 per night	\$210.00 per week
Additional Adults	\$15.00 per night	\$95.00 per week
Additional Children < 16yo	\$10.00 per night	\$60.00 per week
Children < 4yo	Free	Free

## Marketing

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### Market Analysis

The main consumers in the first instance would be Annual Site Holders, limited by the number of available sites at the Park. There being nearly 70 current site holders with the potential to grow to 75 by invitation from the waiting list. Over the peak period from summer through to autumn, the temporary sites available for campers could be another 25 sites.

The primary market for our Park is broadly supported by a 1 hour drive radius from Bendigo, Ballarat, Maryborough, Castlemaine, Daylesford, Newstead, & Maldon but with patrons from all over Victoria including many from Melbourne, only a 1 hour drive up the Calder Highway.

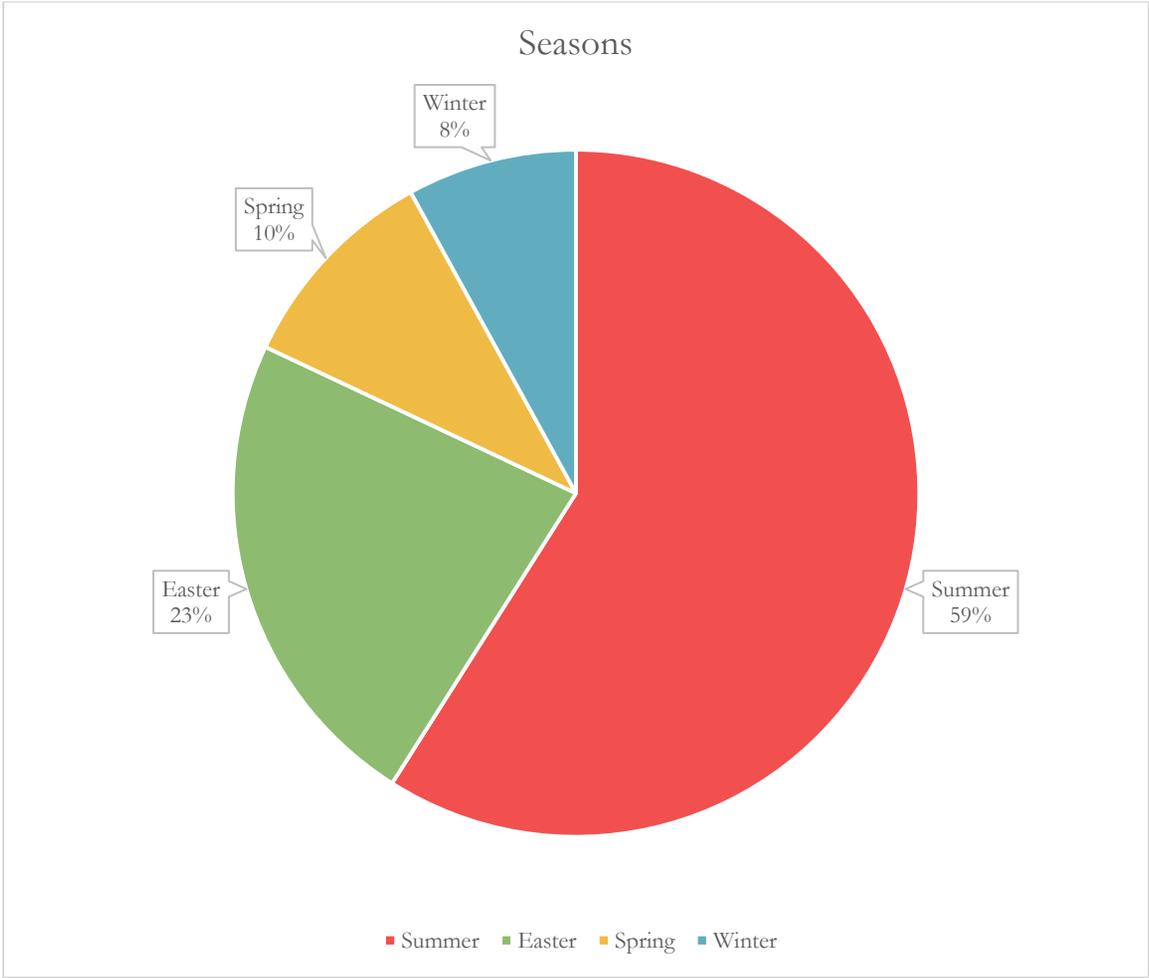
Sitting squarely within the Golden Triangle, Welshman's Reef is well patronized by the gold fossicking community and has the luxury of a vintage rail line between Maldon and Castlemaine running every weekend.

Community Farmer's markets and Trash & Treasure stalls are available in every corner of the region as well as historic landmarks throughout the area. The opportunity to run a Car Boot Sale and Sausage Sizzle has presented itself as a missing link in this chain and will be addressed by the Committee of Management on the Sunday 12<sup>th</sup> October 2014, when the Park will be opened to the public.

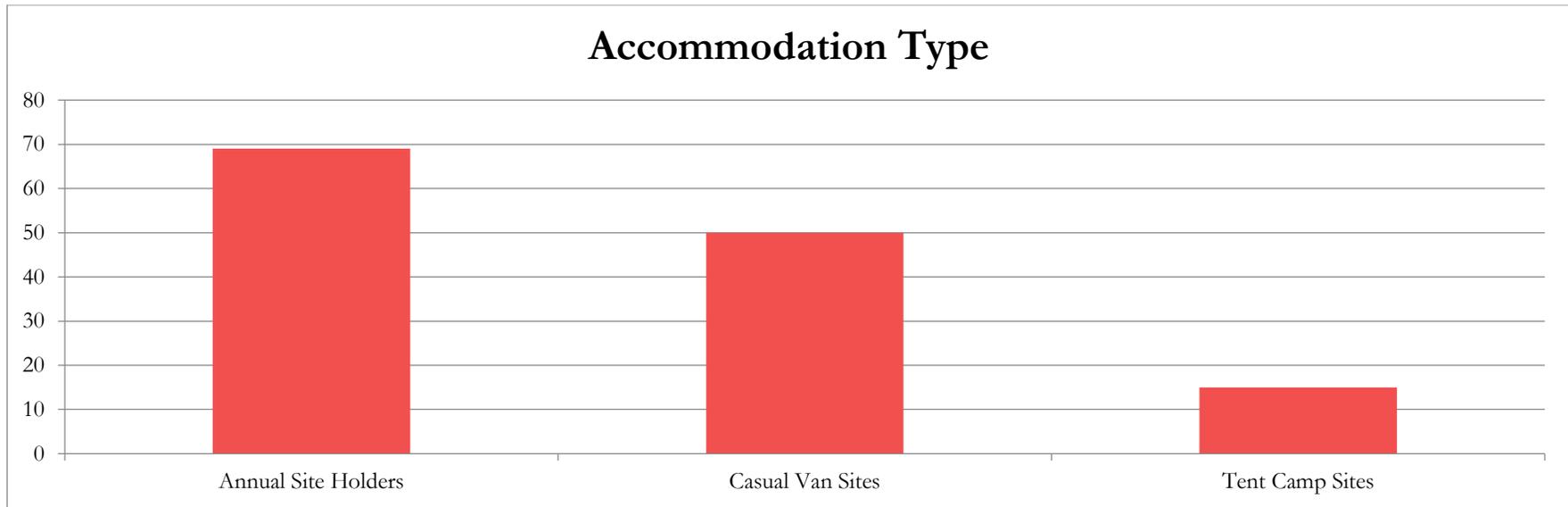
The area is also becoming well known for its fine wine vineyards, gourmet local produce, folk festivals, car & motor cycle rallies and tourists looking for a relaxing weekend spot to pack their caravan or a B&B. The Welshman's Reef Water Sports Club Inc. is ideally situated to provide the accommodation needs of the area whether it be by existing on site camping or overnight cabins proposed in the future.

# Market Segmentation

Park Occupation by Season:



Park Occupation by Type:



## Competition

There are several Caravan Parks in the Golden Triangle including two that are run by Mount Alexander Shire as the Management entity; Maldon Caravan Park and Castlemaine Caravan Park. Both have received considerable funding injections from the Shire to upgrade their facilities to achieve both CFA and EPA guidelines. Whilst these parks could be considered to be competition for this Park, neither has the benefit of being nestled on the shores of a man made reservoir which is ideal for the water sports proposed for Welshman’s Reef Water Sports Club Inc.

The accommodation at this Park consists predominately of low budget, annual holiday, aged caravans with annexes attached and many with flyovers. Potable water is not available as the reservoir water cannot be consumed with safety. The reservoir was built between 1947 and 1956 to provide irrigation water for the farmers below the dam wall. Introducing town water to this Park is neither practicable nor warranted in the foreseeable future, as G-MW estimates it would cost approximately \$1.8mil to supply drinkable water from Newstead, about 10km away. The site holders who form the bulk of members of Welshman’s Reef Water Sports Club Inc. are satisfied to import drinkable water to the Park, as required. The Safe Drinking Water Act 2003, for the supply of clean drinking water does not apply to water for irrigation purposes.

On the other hand it is not inconceivable that potable water could be introduced to the Park in the future via a desalination plant or piped from Newstead if the potential benefits outweighed the cost. The Committee of Management will be monitoring this over the coming years.

## Advertising and Promotion

Welshman's Reef Caravan Park is a member of Vic Parks Victoria and included in the Tourism Minister's portfolio of tourist destinations for Victoria. In the event that Welshman's Reef Water Sports Club Inc. is successful in obtaining the Lease from GMW, the advertising budget would be determined by a % of the revenue generated.

Advertising is as a rule difficult to gauge its effectiveness, however carefully monitoring the increase in patronage will provide an instant measurement of its results. This can be achieved through a simple questionnaire at booking time.

Already the club has attracted 1755 Facebook followers and will continue to use the low cost and far reach of social media.

Local newspapers have been a beneficial source of press coverage in the past but by introducing an "On-line" booking service in the immediate future, should generate additional enquiries for accommodation of the type the Club proposes.

The Club also proposes to distribute flyers to local and State Wide School Communities to offer the site for holiday camping in the down periods of the year when the Park is less used. Canoeing, water safety, bush walking, historical tours and gold prospecting are among the amenities that will be made available to schools looking for this type of experience for their students.

Traditionally the Park has been very seasonally dependent but the Club has the capacity to accommodate groups of campers or Grey Nomads throughout the entire year with fishing competitions bringing into the Park patrons from far and wide.

Rex Hunt in September 2014 stated that "I caught the largest Trout, ever in my life, at Cain Curran Reservoir".

## Strategy and Implementation

The most important considerations for the continuation of the Park as a Recreational and Tourist facility for the community are:

1. Satisfying the CFA regulations for fire safety in the Park.
2. Satisfying EPA regulations for water quality and seepage into Cairn Curran Reservoir.
3. Ensuring the long term viability of the Park.
4. Maintaining and upgrading the infrastructure of the Park.
5. Satisfying Mount Alexander Shire that the Business Plan and works schedule will meet all Council requirements.

In order to implement the strategy above it will be necessary to obtain agreement from both GMW and the Council to accept the Business Plan. This will be achieved by agreement with the following terms and conditions:

- a. Introduction of a CFA fire management plan. To this end the Club has obtained a site survey completed by the CFA through Kevin Mc Knight, Maldon CFA in conjunction with David Anderson, the Park Plumber, and Tony Croft, a strategic Planner. The result of this survey describes how the Park will satisfy all of the CFA needs for fire safety including hose reel and fire hydrant locations throughout the Park. See diagrams 2 & 3 above.
- b. Audit of all the on-site-vans to ensure the required extinguishers, fire blankets and smoke detectors are in place.
- c. Place 5 x dedicated CFA water tanks on site to ensure complete coverage of all areas of the Park.
- d. Display in appropriate locations, the Emergency Management Action Plan for all areas of the Park.
- e. Obtain written agreement from site holders to depart and closure of the Park on Code Red days.

## Satisfying EPA regulations has been looked at in three ways:

- a. After receiving expert advice from a sewage treatment Company (Icon Septech), it was considered that an on-site sewage plant system could be introduced to the Park at a reasonable cost to the Park site-holders by removing the Pond Evaporation System altogether and placing a new under earth trench layout at the furthest point from the high water level of the Reservoir. However the field required for a system to process 150L/person/day would be closer to the high water level than the 300m required by the EPA.  
By engaging a soil expert to complete a Land Capability Assessment at a cost of \$850.00, a system could possibly be designed which would satisfy EPA regulations but there would be no guarantees and perhaps take 2 – 3 years to install.

- b. The second approach was to discuss the possibility of utilizing some adjoining private land owned by an organic farmer who might be sympathetic to our concept of sharing our grey water on her land in peak usage periods. This concept requires further discussion and negotiation but is a potentially viable consideration.
- c. The third approach was to examine the cost to the Club of connecting to the town system in Newstead 6.5km away. David Anderson is following this approach which would ultimately remove the EPA requirements and be able to supply potable water to the Park for the future. Removing waste from the site altogether is also the preferred option of GMW, despite the fact that Cairn Curran Reservoir may never be drinkable water.

Ensuring the long term viability of the Park is very dependent upon the Club obtaining satisfactory Lease terms from GMW. Bearing in mind that if the Park were to close as proposed on 9<sup>th</sup> November 2014, GMW would receive no rental income now or in the future for the bare site, the Club proposes the following:

1. GMW draw up the Lease Agreement with a token or peppercorn rental for the first 10 years. Such rental to be at the rate of \$1.00pa.
2. GMW draw up the Lease for a 45 year term based upon a 15 x 15 x 15.
3. GMW would allow the Club to draw water from the reservoir at a discounted rate to be negotiated for the first 15 year period. Therein after negotiate a commercial price for delivered water. Caravan Parks generally work on 150L/Person/Day which would equate to, approximately of 23,000L/Day in the high season.
4. At the completion of the first 10 year period of the Lease, a revised rental agreement be negotiated with GMW based on 5 % of the annual turnover of the Club at that time and with provision for a CPI increase annually for the remainder of the first 15 year period.
5. The Club would agree to complete all the required site improvements within the first 10 years. With the CFA requirements being completed within 6 months of the 1<sup>st</sup> January 2015 and the EPA requirements being completed within 60 months of the 1<sup>st</sup> January 2015.
6. The remainder of the capital upgrades and improvements would be provided as the need arises within 6 years for such things as:
  - a. Toilet blocks, including access for people with disabilities.
  - b. Internal roadway bituminizing.
  - d. Solar panel installation.
  - e. Storm water runoff.
  - f. Electrical upgrades.
  - g. Playground equipment.

# Appendix

## Sales Forecast

Financial Year 2015	Winter Assumes 25% Casual Sites Long Weekend	Spring Assumes 25% Casual Sites	Summer Assumes 100% Casual Sites	Autumn Assumes 50% Casual Sites	Total
67 Annual Sites		\$ 32,500	\$ 84,554		\$ 117,054
29 Powered Casual Sites	\$ 912		\$ 19,835	\$ 16,940	\$ 37,687
23 Unpowered Casual Sites	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance
Laundry	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance
Kiosk Sales	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance
Boat Ramp Fees	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance

Assumption of 2 adults per site, with air conditioners for Annual Sites

## Income Projection Forecast

Financial Year 2016	Winter Assumes 25% Casual Sites Long Weekend	Spring Assumes 25% Casual Sites	Summer Assumes 100% Casual Sites	Autumn Assumes 50% Casual Sites	Total
75 Annual Sites	\$ 181,500				\$ 181,500
21 Powered Casual Sites	\$ 570	\$ 5,187	\$ 20,747	\$ 10,373	\$ 36,877
23 Unpowered Casual Sites	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance
Laundry	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance
Kiosk Sales	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance
Boat Ramp Fees	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance

Assumption of 2 adults per site, with air conditioners for Annual Sites

## Cash Flow Forecast

	September	October	November	December	January	February	March	April	May	June	Total
Starting cash	\$0.00	\$12,500.00	\$32,850.40	\$34,767.40	\$9,767.40	\$95,889.40	\$95,254.40	\$90,363.40	\$85,472.40	\$81,721.40	
Cash In:											
Member Fees	\$12,500.00	\$19,000.00	\$1,700.00		\$84,554.00						\$117,054.00
Casual Fees					\$11,020.00	\$8,816.00	\$4,560.00	\$4,560.00	\$5,700.00	\$912.00	\$35,568.00
Fund Raising/Grants		\$1,150.40	\$217.00		No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	\$1,367.40
Laundry Fees					No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	
Gifts		\$200.00			No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	
Kiosk sales					No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	
Boat Ramp Fees					No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	
Electric BBQ Fees					No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	
Interest					No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	No Allowance	
<b>Total Cash Intake</b>	<b>\$12,500.00</b>	<b>\$20,350.40</b>	<b>\$1,917.00</b>	<b>\$0.00</b>	<b>\$95,574.00</b>	<b>\$8,816.00</b>	<b>\$4,560.00</b>	<b>\$4,560.00</b>	<b>\$5,700.00</b>	<b>\$912.00</b>	<b>\$154,889.40</b>
Cash Out:											
Lease Fee					\$1.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1.00
Administration Management					\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$24,000.00
Electricity					\$1,972.00	\$1,972.00	\$1,972.00	\$1,972.00	\$1,972.00	\$1,972.00	\$11,832.00
Gas					\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$2,400.00
Telephone					\$314.00	\$314.00	\$314.00	\$314.00	\$314.00	\$314.00	\$1,884.00
Cleaning & Waste					\$765.00	\$765.00	\$765.00	\$765.00	\$765.00	\$765.00	\$4,590.00
Repairs & Maintenance				\$25,000.00							\$25,000.00
Advertising											
Bank fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Cash Outgoings</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$9,452.00</b>	<b>\$9,451.00</b>	<b>\$9,451.00</b>	<b>\$9,451.00</b>	<b>\$9,451.00</b>	<b>\$9,451.00</b>	<b>\$81,707.00</b>

<b>Ending Balance</b>	<b>\$12,500.00</b>	<b>\$32,850.40</b>	<b>\$34,767.40</b>	<b>\$9,767.40</b>	<b>\$95,889.40</b>	<b>\$95,254.40</b>	<b>\$90,363.40</b>	<b>\$85,472.40</b>	<b>\$81,721.40</b>	<b>\$73,182.40</b>
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ASSUMPTIONS: Committee takes over from January 1, 2015 and then becomes responsible for management and running costs – at that point Annual Site Fees until the end of Financial Year become payable – Annual Site Fees presumes 2 adults and an air conditioner – Casual Fees presumes full occupancy of powered sites (2 adults per site) for Summer weekends & 50% occupancy for Autumn weekends with 25% occupancy for Queens Birthday Weekend in Winter – purchase of \$25,000 Fire Fighting Equipment will be complete before Summer commences & \$80,000 will be available for septic upgrades to begin in July, 2015. \* Fund raising will be a major undertaking of the Club and begins on 12<sup>th</sup> October 2014 with a Car Boot sale and sausage sizzle on the site.

**Profit and Loss Statement (Figures supplied by GMW “Should not be relied upon in making decisions” – Jaclyn Cameron, Litigation Solicitor, GMW)**

1<sup>st</sup> July, 2013 to 31<sup>st</sup> May, 2014 (available year to date)

Revenue:	Site Fees:	<u>\$169,944.53</u>	\$169,944.53
Expenditure:	Management & Administration	\$ 86,800.71	
	Electricity	\$ 20,184.27	
	Gas	\$ 3,803.32	
	Telephone	\$ 2,855.64	
	Cleaning & Waste	\$ 8,343.78	
	Repairs & Maintenance	<u>\$ 23,412.64</u>	<u>\$145,400.36</u>
Net Profit:			<u>\$ 24,544.17</u>

1<sup>st</sup> July, 2012 to 30<sup>th</sup> June, 2013 (Assumes that the figures supplied from GMW were intended to reflect this period)

Revenue:	Site Fees:	<u>\$170,427.26</u>	\$170,427.26
Expenditure:	Management & Administration	\$103,685.83	
	Electricity	\$ 21,508.53	
	Gas	\$ 4,321.46	
	Telephone	\$ 3,019.72	
	Cleaning & Waste	\$ 8,894.78	
	Repairs & Maintenance	<u>\$ 23,090.99</u>	<u>\$164,521.31</u>
Net Profit:			<u>\$ 5,905.95</u>

Financial Years ended 30<sup>th</sup> June 2012 & 2011 unavailable due to private management.

## Break-Even Analysis

Anticipated Expenditure FYE 2015:	Administration	\$ 24,001
	Management	\$ 12,000
	Electricity	\$ 11,832
	Gas	\$ 2,400
	Telephone	\$ 1,884
	Cleaning & Waste	\$ 4,590
	Repairs & Maintenance	<u>\$25,000</u>
		\$ 81,707

Break Even per Annual Site Financial Year Ending 2015: \$81,707/67 sites: \$1,219 per site

Assuming 2 adults & air conditioner per annual site, plus starting special levy, breakeven will be exceeded and income from casual sites will be available for capital investment.

Anticipated Expenditure FYE 2016:	Administration	\$ 48,000
	Management	\$ 24,000
	Electricity	\$ 23,663
	Gas	\$ 4,798
	Telephone	\$ 3,768
	Cleaning & Waste	\$ 9,180
	Repairs & Maintenance	<u>\$60,000</u>
		\$173,409

Break Even per Annual Site Financial Year Ending 2016: \$173,409/75 sites: \$2,312 per site

Assuming 2 adults & air conditioner per annual site (\$2,420pa), breakeven will shortfall by \$108 per annual site (\$8,091) and income from casual sites will be required for breakeven before capital investment.

## Milestones

Event	Start Date	Funds Available
<b>Install Fire Fighting Equipment</b>	<b>December 2014</b>	<b>\$25,000</b>
<b>Upgrade Septic System</b>	<b>July 2015</b>	<b>\$80,000</b>
<b>Provide Disabled Amenities</b>	<b>June 2016</b>	<b>\$ 9,000 (Excess Casual Site Fees) Gov. Grant Assistance should also apply for this upgrade</b>