

Recommendation

After reviewing accommodation and conference facilities in Cairns, Port Douglas and Palm Cove we recommend holding the P6 Plenary in Port Douglas as follows:

- Dates:** Sunday 21 May to Friday 26 May 2023
These dates have been chosen to minimise clashes with international and local public holidays and events.
- Location:** Sheraton Grand Mirage Resort Port Douglas
Luxury resort accommodation in a tropical garden setting located on 4 mile beach.
- Activities:** Hartley's Crocodile Adventures Wildlife Park
Mossman Gorge Dreamtime Walk – indigenous guided tour & optional swim
- Events:** Cocktail reception and canapes at Sheraton with indigenous smoking ceremony
Dinner at Sheraton's Harrison Restaurant
Dinner at Nu Nu Restaurant Palm Cove

Proposed schedule

Sunday 21 May	
11am	Chartered bus picks up delegates in Cairns
12:30pm	Visit Hartley's Crocodile Adventures Wildlife Park <ul style="list-style-type: none"> - Lagoon boat cruise spotting crocodiles - Photo with koala - Wildlife walks and talks
4pm	Chartered bus to Sheraton Port Douglas
6:30pm	Welcome event <ul style="list-style-type: none"> - Cocktail reception and canapes at Sheraton - Welcome to country and smoking ceremony - Delegates presented with gift by indigenous artist
Monday 22 May	
8am	Buffet breakfast
9am-4pm	Conference Day 1 – includes morning & afternoon tea and lunch
	Free night
Tuesday 23 May	
8am	Buffet breakfast
9am-4pm	Conference Day 2 – includes morning & afternoon tea and lunch
6:30pm	Group dinner at Sheraton's Harrison Restaurant – private terrace <ul style="list-style-type: none"> - Feasting menu with drinks package
Wednesday 24 May	
8am	Buffet breakfast
9am-12pm	Conference Day 3 (half day) – includes morning tea and lunch
1pm	Chartered bus picks up delegates from Sheraton
1:30pm	Visit Mossman Gorge <ul style="list-style-type: none"> - Dreamtime Walk tour by indigenous guide - Swim in Mossman Gorge (optional)
4:30pm	Chartered bus to Sheraton Port Douglas
	Free night
Thursday 25 May	
8am	Buffet breakfast
9am-3pm	Conference Day 4 – includes morning & afternoon tea and lunch

5pm	Chartered bus picks up delegates from Sheraton
6pm	Group dinner at Nu Nu restaurant Palm Cove - Dinner and drinks package
9:30pm	Chartered bus to Sheraton Port Douglas
Friday 26 May	
8am	Buffet breakfast
9:30am	Chartered bus takes delegates to Cairns airport or drop-off point

Some members of the P6 Plenary planning team will arrive in Port Douglas on Saturday 20 May to prepare for the conference.

Indicative costs

Costs are based on 35 delegates, but it is likely the final number will be less than this. Where a cost estimate is not yet available the cost has been listed as TBA. There will likely be some other minor costs that are not covered in the table.

Item	Calculation	Cost
Accommodation @ Sheraton Port Douglas	5 x \$415 x 1 night	\$2075
	35 x \$415 x 5 nights	\$72,625
Accommodation total		\$72,700
Breakfast total	35 x \$35 x 5 mornings	\$6,125
Conference package	35 x \$95 x 2 full days	\$6,650
	35 x \$85 x 2 half days	\$5,950
Conference room hire	\$3000 x 4 days (\$12,000)	waived
Audio Visual (AV) package		TBA
Conference package total		\$12,600
Activities		
Hartley's Wildlife Park	35 x \$72	\$5,270
Mossman Gorge guided walk	35 x \$87	\$3,045
Activities total		\$8,315
Events		
Cocktail reception and canapes	35 x \$42 x 2 hours	\$5,270
Harrison restaurant feasting menu & drinks	35 x \$180	\$6,300
Nu Nu restaurant Palm Cove dinner & drinks	35 x \$200	\$7,000
Events total		\$18,570
Bus charter + driver		TBA
Welcome packs and gifts		TBA
Flags		TBA
Total		\$118,310

Research

Accommodation and conference facilities

We explored a range of accommodation and conference options in Cairns, Port Douglas and Palm Cove. There were 3 locations that met our requirements, click the links below for the quotes:

- [Sheraton Port Douglas](#)
- [Hilton Cairns](#)
- Pullmans Port Douglas (pdf quote attached to email)

We think the Sheraton is the best option because it has everything we need to give the delegates an amazing Australian experience. The resort setting is spectacular, with the rooms surrounded by lagoon

pools and tropical gardens. The complex also backs onto Port Douglas's famous 4 mile beach. The rooms are luxurious and the hotel can guarantee that all delegates get a similar room. The conference will be held on site and they have all the necessary facilities, such as catering and AV equipment. The hotel has excellent bar and restaurant facilities that are perfect for our cocktail reception welcome event and group dinner. The resort is located about 3 kilometres from the centre of Port Douglas. The hotel offers a free shuttle bus service for guests to and from the central restaurant and shopping precinct. We will charter a bus to transport delegates to and from Cairns and our group activities.



Image: aerial view of the Sheraton Grand Mirage Resort Port Douglas

The Cairns Hilton is the cheaper of the 3 hotel options. s 47C(1)

We also have some concerns about delegate safety given the high crime rate in Cairns.

The Pullmans Port Douglas is a good second option, however we feel the Sheraton is the better option. Pullmans have a limited number of studio and 1 bedroom apartments. Delegates will have different style rooms and some will have 2 bedroom apartments with the 2nd bedroom blocked off. The resort facilities are better at Sheraton and the rooms are not as spread out. When we were showed around the Pullmans we were driven in a golf cart as the rooms were spread around the resort.

We explored the Tjapukai Cultural Park and Conference Centre as a venue for our conference. The venue is too large for the number of delegates. s 47C(1) The centre is located about 20 minutes out of Cairns and is not as convenient as having the accommodation and conference in the same location.

Activities

We road tested several activities and events. We feel that Hartley's Wildlife Park and Mossman Gorge will give the delegates a truly Australian experience. They will see crocodiles and native wildlife and have their photo taken with a koala at Hartley's. At Mossman Gorge they will learn about indigenous history and culture from an indigenous guide. They will have the option of a cooling dip in the gorge after the tour.