

ADDENDUM REPORT

REPORTS THROUGH THE GENERAL MANAGER

a013 [EO-OC] Tweed Regional Aquatic Centre Draft Schedule of Fees

ORIGIN:

Recreation Services

SUMMARY OF REPORT:

At its meeting held 15 July 2008, Council resolved to advertise the Draft Schedule of Fees and Charges for the Tweed Regional Aquatic Centre. At the close of comment (29/08/2008) 3 submissions were received.

RECOMMENDATION:

That Council adopts the following fees and charges for the Tweed regional Aquatic centre.

Tweed Regional Aquatic Centre Fee Schedule 2008 - 2009

Fee Structure

Tweed Regional Aquatic Centre fee structure has been developed to offer a greater range of choice, a range of lifestyle options that has never been offered before. The following draft information is a guide to the new fee structure and has not been approved. For less than \$2 a day the community can be on the way to living a longer healthier life and greater access to Aquatic Facilities.

Membership Options

TRAC will offer everything the family needs to develop and maintain an active and healthy lifestyle, through offering a range of memberships to suit their needs. They are as follows:

- Gold Membership 12 month
- Silver Membership 12 month
- Bronze Membership 12 or 6 month

Monthly Direct Debit is available for these memberships

Membership Categories

Gold members have access to the outdoor swimming pool during the summer swimming season, full use of all the indoor Pools and Aqua Aerobic or Hydro classes.

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Note:

All members must pre book all classes.

Additionally, each Gold Member is entitled to a Personal "On TRAC" Pack, which includes:

- Free TRAC Water Bottle
- Free TRAC Swim Hat
- Free TRAC Goggles
- Free TRAC Gear Bag

Silver members have access to the outdoor swimming pool during the summer swimming season, full use of all the indoor Pools.

Each Silver member receives a condensed Personal "On TRAC" Pack, which includes:

- Free TRAC Water Bottle
- Free TRAC Swim Hat
- Free TRAC Goggles

Bronze members have access to the outdoor swimming pool during the summer swimming season, and the indoor 25mt Lap Swim Pool only.

Each Bronze member receives a condensed Personal "On TRAC" Pack, which includes:

- Free TRAC Swim Hat
- Free TRAC Goggles

Family Memberships

Family memberships are available to immediate family members only. That is husband/wife or de facto couples and children within that family. All family memberships are for four people with a maximum of 2 adults (16 years of age and over). Additional children may be added for an additional fee if required. Additional Children \$40

All memberships can be offered as single, family or single/family concession memberships.

Concession Memberships

Concession memberships will be offer in all categories, in line with Councils policies for community members.

Admission & Etiquette

Staff reserves the right to refuse entry to any person, including members and have the right to cancel memberships without warning or notice. Staff have the right to exit users, visitors and/or members from TRAC for inappropriate behaviour that may be deemed threatening or harassing, for inappropriate use of equipment or behaviour that is perceived to cause risk to equipment or other users, visitors and/or members within the facility.

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All users of the facility must comply with TRAC guidelines, conditions of use and policies.

NB: Members will responsible for ensuring their membership is kept current. Members will only be permitted access to the facility if their membership is current or by paying the casual entry fee. Free admission will not be granted under any circumstances.

Payment Options

TRAC provides the following two payment options:

Upfront payment for the total amount payable. This may be paid by cash, cheque, or eftpos

Direct debit payments, where a set monthly amount is automatically transferred from there nominated account (direct debit payments are only available with 12 month memberships)

Memberships are offered as fixed term (6 and 12 month) or perpetual (12month).

Direct Debit

is only available with 12 month memberships

- any merchant, monthly and/or set up fees incurred through the use of direct debit payments on credit card accounts are additional to TRAC membership fees
- Payments are deducted on the first day of every month. In the instance where the first day of the month falls on a public holiday payments will be deducted the day prior to
- Direct debit memberships that are cancelled within the first 4 months will incur a \$100.00 exit fee as outlined in the membership policy.

Cancellation and/or suspension of memberships

It is not normal policy of Tweed Regional Aquatic Centre to offer cancellation, transfer, suspension or refund of any membership's fees. However, consideration may be given to individual cases and any extenuating circumstances at the sole discretion of TRAC. It should be noted that any approved membership cancellations may incur a \$100.00 exit fee.

Crèche

TRAC recognises the demands of parenting and so provides a crèche (gold coin donation) to give busy mums and dads an opportunity to participate in some of the personal or group Aquatic leisure activities offered at TRAC. The crèche has a maximum capacity of 8 children per session, so bookings are essential. It should be noted that the operational hours of the crèche are continuously reviewed and may change. The crèche service provided is **not accredited** and is for **use of parents using and remaining in the centre at all times**. Minimum age policy applies.

It should be noted that crèche will only operate 3 Mornings per week Monday to Friday.

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Aquatics

TRAC offers a variety of aquatic activities ranging from aqua aerobics to group and personal swimming lessons. Most of these activities are held in the indoor heated pool with additional lessons in the outdoor pool during summer months.

Group Fitness

Group fitness describes the range of exercise classes that are offered at the Centre. Classes currently being offered are as follows:-

- Aqua fit
- Hydro & Rehabilitation
- Tether Swim

Community Group Bookings

A 15% discount may be applicable to not for profit community group bookings.

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REPORT:

At its meeting held 15 July 2008, Council resolved to advertise the Draft Schedule of Fees and Charges for the Tweed Regional Aquatic Centre. At the close of comment (29/08/2008) 3 submissions were received as detailed below:

In response to further review of the draft fees and as a result of verbal comments from swimming club members and other individuals, a number of minor alterations to the advertise fees are recommended.

The 25m pool lane hire per hour to include "3 lane max". Fee to include a \$2.00 "supervisor non swim" fee for supervising adults.

Removal of the 'Season ticket'. The season tickets are catered for in the membership options and may tend to create confusion offering both.

Inclusion of 10 visit passes in addition to the 20 visit passes as follows:

- 10 visit pass adult \$40.00
- 10 Visit pass child/concession \$35.00

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

Proposed fee structure is required for income to match budget projections.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

Confidential Attachment: Three Submissions on exhibited Fees and Charges - Tweed Regional Aquatic Centre Draft Schedule of Fees (DW 1880392; 1873700; 1875613).

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aO14 [EO-OC] Tender EQ2008-089 Management of Tweed Regional Aquatic Centre

ORIGIN:

Recreation Services

FILE NO: EQ2008-089

SUMMARY OF REPORT:

This report outlines the tender for Management of Tweed Regional Aquatic Centre. Recommendations have been formulated based on the Selection Criteria which is contained in the Tender Evaluation, Pricing Report included in **CONFIDENTIAL ATTACHMENT A**. A summary of the Selection Criteria is also included in the body of this report. It is recommended that Council accepts the tender of Alan Male & Associates Pty Ltd for Management of Tweed regional Aquatic Centre.

Tenderers were requested to provide a lump sum tender price for management services of the facility for a 56 week period being 4 weeks start up prior to opening and 12 months operation.

ATTACHMENT A is **CONFIDENTIAL** in accordance with Section 10A(2)(C) or 10A(2)(d) of the Local Government Act 1993, because it contains commercial information of a confidential nature that would, if disclosed:-

- (c) *information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business*
- (d) *commercial information of a confidential nature that would, if disclosed:*
 - (i) *prejudice the commercial position of the person who supplied it, or*
 - (ii) *confer a commercial advantage on a competitor of the council, or*
 - (iii) *reveal a trade secret*

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RECOMMENDATION:

That:

1. The tender from Alan Male & Associates Pty Ltd be accepted to the value of \$113,522.73 exclusive of GST.
2. The General Manager be given delegated authority to approve variations up to 20% above the initial contract price. (20% up to a maximum of \$150,000, inclusive of GST). Any variations be reported to Council on a quarterly basis.
3. **ATTACHMENT A is CONFIDENTIAL** in accordance with Section 10A (2)(c) or 10A (2)(d) of the Local Government Act 1993, because it contains commercial information of a confidential nature that would, if disclosed:-
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret

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REPORT:

Background

Council Tender EQ2008-089 invited responses for the provision of Management of Tweed regional Aquatic Centre.

The following selection criteria and weightings were determined prior to the issuing of the Tender:

Tenders Received

A total of two responses were received for tender EQ2008-089:

Alan Male & Associates Pty Ltd
Sport and Leisure Solutions

Selection Criteria

The assessment was based on Tender Price, Contractors experience and capabilities – commercial pool operations, Key Personnel, management Methodology, Contractors Experience – teaching and tuition, Demonstrated capability to perform the services.

Tender Evaluation

The tender evaluation was conducted by Council's Tender Evaluation Panel, consisting of Stewart Brawley (Manager Recreation Services TSC), Ted Gibson (Contract Engineer TSC), Ian Norris (Project Manager Dept Commerce). A copy of the Tender Evaluation Report is included in **ATTACHMENT A** which is **CONFIDENTIAL** in accordance with Section 10A(2)(c) or 10A(2)(d) of the Local Government Act 1993, because it contains commercial information of a confidential nature that would, if disclosed:-

- (c) *information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business*
- (d) *commercial information of a confidential nature that would, if disclosed:*
 - (i) *prejudice the commercial position of the person who supplied it, or*
 - (ii) *confer a commercial advantage on a competitor of the council, or*
 - (iii) *reveal a trade secret*

Based on best value for money for Council, it is recommended that Tenderer, Alan Male & Associates Pty Ltd, be nominated for Management of Tweed Regional Aquatic Centre.

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Details of Alan Male & Associates Pty Ltd relative competitiveness are shown in the Evaluation Report **CONFIDENTIAL ATTACHMENT A** which was endorsed by the Tender Evaluation Panel.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

This tender process is in accordance with Section 55 of the Local Government Act 1993 and Part 7 (Tendering) of the Local Government (General) Regulation 2005.

Funding is provided within the 2008/2009 Budget for Murwillumbah Pool Operations.

POLICY IMPLICATIONS:

The recommendations in this report are consistent with Council's Procurement Policy, Procurement Procedure, Contracts Management Process document and Tenders Procedure.

UNDER SEPARATE COVER/FURTHER INFORMATION:

CONFIDENTIAL ATTACHMENT A - Assessment (DW 1885382)

CONFIDENTIAL ATTACHMENT B - Tender Evaluation (DW 1885381)

ADDENDUM REPORT

aO22 [EO-OC] Public Transport Funding under the Federal Safer Suburbs Plan

ORIGIN:

Planning & Infrastructure

FILE NO:

SUMMARY OF REPORT:

Funding has been requested under the Federal Safer Suburbs Plan to upgrade bus shelters, to improve Council's ability to maintain existing shelters and to improve the safety of public transport by users.

Council officers have been informed that the application has been successful. This report details the purpose of the funding and recommends its acceptance.

RECOMMENDATION:

That:-

- 1. The funding offer by the Australian Government under the Safer Suburbs Plan be accepted in accordance with the draft terms of the funding agreement.**
- 2. The funding agreement be signed under the common seal of Council, if required.**

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REPORT:

Funding has been requested under the Federal Safer Suburbs Plan to upgrade bus shelters to improve Council's ability to maintain existing shelters and increase the safety of users. Council officers have been informed that the application has been successful and attached is a copy of the Draft Funding Agreement for Council's perusal.

The funding is \$200,000 excluding GST with a final implementation report required to be submitted before 30 July 2009. The funding will provide for the installation of streetlights at high risk (bus stop) sites and generally improving bus shelters.

The Draft Funding Agreement is to be returned to the Attorney-General's office with any proposed amendments. It is recommended that the funding be accepted and the agreement signed by Council. A copy of the draft agreement is attached to this report.

LEGAL/RESOURCE/FINANCIAL IMPLICATIONS:

There are no resourcing or legal implications foreseen. The proposal is fully funded by the proposed grant so there are no financial implications.

POLICY IMPLICATIONS:

Nil.

UNDER SEPARATE COVER/FURTHER INFORMATION:

*To view any "**non confidential**" attachments listed below, access the meetings link on Council's website www.tweed.nsw.gov.au or visit Council's offices at Tweed Heads or Murwillumbah (from Friday the week before the meeting) or Council's libraries (from Monday the week of the meeting).*

1. Safer Suburbs Plan Draft Funding Agreement. (DW 1885970).
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