



TWEED
SHIRE COUNCIL

Chair: Tr Barry Longland

Trustees: M Armstrong
G Bagnall
C Byrne
K Milne
W Polglase
P Youngblutt

Agenda

Tweed Coast Holiday Parks Reserve Trust Meeting Thursday 21 August 2014

held at Murwillumbah Cultural and Civic Centre
commencing at 5.00pm

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Items for Consideration of the Trust:

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CONFIRMATION OF MINUTES

- 1 [CONMIN-TCHP] Minutes of the Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meeting held Thursday 19 June 2014

SUBMITTED BY: Corporate Governance



Civic Leadership

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK:

- 1 Civic Leadership
 - 1.2 Improve decision making by engaging stakeholders and taking into account community input
 - 1.2.2 Decisions made relating to the allocation of priorities will be in the long-term interests of the community
-

SUMMARY OF REPORT:

The Minutes of the Ordinary and Confidential Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 19 June 2014 are attached for information and adoption by Council.

RECOMMENDATION:

That:

1. The Minutes of the Ordinary and Confidential Ordinary and Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 19 June 2014 be adopted as a true and accurate record of proceedings of that meeting.
- 2 ATTACHMENT 2 is CONFIDENTIAL in accordance with Section 10A(2) of the Local Government Act 1993, because it contains:-
 - (f) matters affecting the security of the council, councillors, council staff or council property.

REPORT:

As per Summary.

COUNCIL IMPLICATIONS:

a. Policy:

Code of Meeting Practice Version 2.4.1.

b. Budget/Long Term Financial Plan:

Not applicable.

c. Legal:

Not Applicable.

d. Communication/Engagement:

Inform - We will keep you informed.

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).*

Attachment 1 Minutes of the Ordinary Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 19 June 2014 (ECM 3392562).

(Confidential) Attachment 2 Minutes of the Confidential Tweed Coast Holiday Parks Reserve Trust Meetings held Thursday 19 June 2014 (ECM 3392560).

REPORTS THROUGH THE EXECUTIVE MANAGER OF THE TRUST

REPORTS FROM THE EXECUTIVE MANAGER OF THE TRUST

2 [EM-TCHP] Boyds Bay Holiday Park, Main Switchboard Upgrade EQ2014-099

SUBMITTED BY: Executive Manager of the Trust

Valid



Civic Leadership

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK:

- 1 Civic Leadership
- 1.3 Delivering the objectives of this plan
- 1.3.1 Council's organisation will be resourced to provide the essential services and support functions to deliver the objectives of this Plan

SUMMARY OF REPORT:

This report outlines the tender for the main switchboard upgrade at Boyd's Bay Holiday Park contract EQ 2014-099.

Attachment A is **CONFIDENTIAL** in accordance with section 10A(2)(c) and (d) of the Local Government Act 1993, because it contains commercial information in relation to the tenders, the disclosure of which would be likely to prejudice the commercial position of the tenders if it was provided. The information identifies the tenderers in relation to the tender price and the evaluation of products offered by each tender. If disclosed, the information would be likely to prejudice the commercial position of the tenderers in terms of market competitiveness, by giving their competitors an advantage. Accordingly, disclosure of the information is not in the public interest.

RECOMMENDATION:

That, in relation to EQ2014-099 Supply and Install New Main Switchboard and Underground Cabling at Boyd's Bay Holiday Park:

1. The tender from Coughran Electrical P/L is accepted to the value of \$181,295 exclusive of GST.
2. **ATTACHMENT A is CONFIDENTIAL in accordance with Section 10A(2)(c) and Section 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**

REPORT:

Background

As part of a power upgrade to Boyd's Bay Holiday Park tenders were called to upgrade the main switchboard and associated cabling for the site. A transformer upgrade is also concurrently being undertaken on the site as part of the power upgrade works.

Tender Evaluation

The pre-tender estimate for the main switchboard and associated cabling was originally estimated at below \$150,000. The tender was advertised on Council's web site and open to any party interested in tendering for the work. Tenders were not advertised in relevant newspapers as required under Clause 167 of the Local Government (General) Regulation 2005 because it was not expected that the tender price would be above the \$150,000 threshold triggering compliance with the Local Government (General) Regulation 2005.

The tendering process complied with all other aspects of the Regulation and Council's Procurement Policy.

Three tenders were received. These were from:

- Coughran Electrical P/L
- Thearle Electrical P/L
- Aizer Electrical Solutions P/L

The tender evaluation was conducted. The full Tender Recommendation is provided as Attachment A to this report.

The preferred tenderer from the tender evaluation process was identified as being Coughran Electrical P/L for an amount of \$181, 295 excluding GST.

CONCLUSION:

The tenders received represent current market value and changes in scope to recent transformer upgrade occurring on site did result in an increased scope for this tender and hence a larger than expected tender price.

Re-tendering the work to comply with Clause 167 of the Regulation would not represent value for money.

It is recommended that Tweed Coast Holiday Parks Reserve Trust approves the tender from Coughran Electrical P/L for an amount of \$181,295 excluding GST.

COUNCIL IMPLICATIONS:

a. Policy:

Procurement Policy v1.5

b. Budget/Long Term Financial Plan:

Expenditure for these works is allowed within the estimate for upgrading works associated with Boyds Bay Holiday Park.

c. Legal:

No legal advice has been received

d. Communication/Engagement:

Inform - We will keep you informed.

UNDER SEPARATE COVER/FURTHER INFORMATION:

(Confidential) Attachment A. Tender Recommendation for EQ2014-099 Supply and Install New Main Switchboard and Underground Cabling at Boyd's Bay Holiday Park (ECM 3436488)
