

ITEM 9

ROOF REPLACEMENTS AND AMENITIES REFURBISHMENT - BELLAMBI, COLEDALE AND WOONONA SURF LIFE SAVING CLUBS

The Bellambi Surf Life Saving Club (SLSC) facility roof has deteriorated and requires replacement. This work is considered urgent as the roof has begun to leak in recent rainfall events. The building also currently has no disabled facilities and a design has been prepared which incorporates a unisex accessible amenity within a refurbishment of the male/female amenities area.

Similarly, the roof on the Coledale Surf Life Saving Club (SLSC) facility has corroded and has leaked during recent storm events and requires replacement.

Likewise, the roof on the Woonona Surf Life Saving Club (SLSC) facility requires refurbishment due to its age and location. The existing roof sheeting has reached the end of its life while the roof structure requires strengthening. The scope of work also includes a refurbishment of the male amenities, following the recent refurbishment of the accessible and female amenities.

An opportunity currently exists to accelerate the required construction works on these buildings to ensure they are ready for the 2020/21 surf season which commences on 26 September 2020. By accelerating the commencement of works disruption impacts on the SLSC facilities will be minimised.

This report recommends that on this occasion, formal tenders not be invited for the reasons listed in the report and Council instead proceed with a request for quotations from reputable and experienced contractors for the refurbishment of the Bellambi SLSC, the Coledale SLSC and Woonona SLSC buildings.

## RECOMMENDATION

- 1 Pursuant to section 55(3)(i) of the Local Government Act 1993, tenders not be invited for the contract or contracts for the refurbishment of the:
  - a Bellambi SLSC facility, located off Morgan Place, Bellambi,
  - b the Coledale SLSC facility, located off Lawrence Hargrave Drive, Coledale and
  - c the Woonona SLSC facility, located off Kurraba Road, Woononadue to extenuating circumstances, being the timeframe required for tendering for these contracts would involve refurbishment work extending into the summer surf season, with consequential severe and adverse impact upon the Clubs' operations and commitments.
- 2 Council delegate to the General Manager the authority to undertake and finalise a formal quotation process, in accordance with Council's procurement policies and procedures with contractors with demonstrated experience and ability to undertake the works with a view to entering into a contract or contracts for the works.
- 3 Council delegate to the General Manager authority to enter into a contract (or contracts) with the contractor or contractors selected following the process outlined at 2 above.
- 4 A report describing the outcome of the procurement process be submitted to the next available Council meeting following the successful engagement of contractor or contractors.

## REPORT AUTHORISATIONS

Report of: Glenn Whittaker, Manager Project Delivery  
Authorised by: Greg Doyle, General Manager

## ATTACHMENTS

- 1 Location Plan - Bellambi Surf Life Saving Club
- 2 Location Plan - Coledale Surf Life Saving Club
- 3 Location Plan - Woonona Surf Life Saving Club

## BACKGROUND

Historically, surf clubs have occupied and utilised buildings along the foreshore throughout the Local Government Area (LGA) for surf life saving related activities (some of these such as Bellambi SLSC, formed in January 1909, have been operating in the community for a significant time). In January 2016, the NSW Government announced an agreement with Surf Life Saving NSW which supported the leasing of surf club buildings on Crown reserves with a lease template subsequently distributed to Councils. This aimed to formalise the occupation of the land and buildings by surf clubs as well as formalise maintenance obligations. Prior to these agreements, maintenance and/or repairs were undertaken on an ad hoc basis by either the surf clubs or Council. Following the provision of the lease template, Council aimed to negotiate with the 17 surf clubs throughout the LGA to formalise the occupation and associated activities.

This lease template provided general maintenance obligations whereby surf clubs would be responsible for internal maintenance and repairs and Council would generally be responsible to undertake all structural repairs to keep the building in good repair and condition.

In 2018, the Crown Land Management Act was introduced which re-allocated the power to approve leases from the Crown to Council. Whilst this provided Council with more power, a number of requirements had to be met prior to Council being able to grant leases. The most significant of these is the adoption of Plans of Management for the foreshore sites. There are also Aboriginal Land Rights and Native Title considerations that need to be met on a case by case basis. Since the introduction of the new legislation, a new lease was developed and approved in consultation with Surf Life Saving NSW and Surf Life Saving Illawarra. This further considered maintenance obligations on a site by site basis.

Generally, Council maintains the structure and some minor maintenance/services and the club is responsible for the remainder. These obligations are outlined in a Maintenance Schedule attached to the relevant leases.

### **Existing Lease and Licence Arrangements**

On 24 February 2020, Council resolved in favour of granting a 21-year lease to Bellambi SLSC. This was possible pursuant to Clause 70(2)(c) of the Crown Land Management Regulations 2018 as there was an existing licence already in place.

Coledale SLSC is situated on Council community land and is currently under a 9-year lease which commenced on 1 March 2013, granted by Council resolution. This lease expires on 28 February 2022 and includes an option to renew for a further 10 years until 29 February 2032. The SLSC facility is subject to the lease whilst the camp grounds are subject to a licence.

In relation to Woonona SLSC, whilst there is a current licence over the amenities only, a long-term lease cannot be granted until the Plan of Management has been adopted for the Crown Reserve area.

### **Bellambi SLSC Refurbishment Works**

The Bellambi SLSC operates out of the building located on Crown land known as Bellambi Point Reserve. The current surf club was officially opened in 1981. The building contains a café and outdoor seating area, female and male amenities, change rooms for the SLSC, boat storage facilities, including a kitchen, function room and office facilities.

The Bellambi SLSC building requires refurbishment to bring it up to the service standards expected of a modern facility.

Recent storm events in February this year resulted in storm damage and leaks within the building. Recent photos indicate the purlins which support the roof and the fasteners which secure the roof sheeting are corroded while flashings appear to have been repaired repeatedly. While works are underway, asbestos eaves linings also need to be removed to reduce future risks inherent with this material. In addition, the building does not currently include accessible amenities and a design has been prepared to include contemporary accessible facilities within the existing footprint of the refurbished amenities area.

These works will require the closure of the building during construction, which will impact on the operations of the commercial kiosk. Discussions with club representatives indicate they would prefer if works were undertaken during winter and as soon as possible which would then allow the kiosk to trade without interruption when Covid 19 restrictions are lifted and into the busy summer season.

### **Coledale SLSC Refurbishment Works**

The Coledale SLSC is located off Lawrence Hargrave Drive, Coledale. Recent storm events caused water to enter the building and a subsequent site inspection has indicated the roof sheeting is corroded and due for replacement. While this roof replacement is completed, Council will take the opportunity to strengthen the roof to allow for future installation of solar panels and install additional overflow spouts to reduce the risk of flooding due to the box drain currently existing on the site.

### **Woonona SLSC Refurbishment Works**

The Woonona SLSC operates out of the building located on Crown land off Kurraba Road, Woonona east of Nicholson Park. The building contains female and male amenities, lifesaver room, boat and general storage facilities.

The existing roof system at the Woonona SLSC was replaced in 1992. The asset owner has recently determined that the roof sheeting has reached the end of its life cycle and requires replacement. The roof framing will also be strengthened while roof sheeting is removed to support the future installation of solar panels. The works will also include the upgrade of the male amenities, following from the recent refurbishment of the female, accessible and first aid amenities. A number of windows including lintels will be replaced, asbestos eaves removed, while some repairs to slabs will also be undertaken. The building will be closed during these works but there are no commercial tenants impacted by these arrangements.

## **PROPOSAL**

It is proposed that Council seek formal quotations (rather than tenders) from building contractors with demonstrated experience and ability to undertake the roof replacement works and amenities upgrades to the Bellambi SLSC, the Coledale SLSC and Woonona SLSC.

Normally Council would prepare a tender for these works as the estimated cost exceeds the Council's tender threshold of \$150,000 (incl. GST). The minimum duration to undertake a tender process is approximately 10-12 weeks (depending on the relationship between commencement of advertising and the actual date of the Council meeting) while a formal quotation process can be undertaken in approximately six (6) weeks if Council were to support the recommendation of this report. The summer surf season commences on 26 September 2020 which is approximately 17 weeks after the Council meeting dated 25 May 2020.

If Council were to undertake tenders, it would not be possible to achieve practical completion by the opening of the summer season. However, by undertaking a formal quotation process, we may be able to either fully complete the works or significantly reduce the impact on the surf clubs at the beginning of the summer surf season.

A formal quotation process carried out under Council's procurement policy mirrors the governance requirements of the tender process but does not require a formal report to Council with the resulting delays in preparing and publishing a report to Council. A formal quote panel is constituted with the same technical, governance and procurement staff which normally constitute a tender panel to ensure probity concerns are addressed. Transparency to the community will be assured by reporting the outcome of the procurement process to the next available Council meeting following the engagement of the contractors.

Once the Quotation process is complete, Council will immediately be in a position to appoint a recommended contractor to commence works. It is proposed that contractors be invited to submit quotations using the criteria normally used in the formal tendering process i.e. Mandatory and Non-Mandatory criteria as outlined below.

## **Mandatory Criteria**

- 1 Satisfactory references from referees for previous projects of similar size and scope.
- 2 Financial assessment acceptable to Council which demonstrates the tenderer's financial capacity to undertake the works.

## **Assessable Criteria**

- 1 Cost to Council – 45%.
- 2 Appreciation of scope of works and construction methodology – 15%.
- 3 Experience and satisfactory performance in undertaking projects of similar size, scope and risk profile – 10%.
- 4 Staff qualifications and experience – 5%.
- 5 Project Schedule – 10%.
- 6 Demonstrated strengthening of local economic capacity – 5%.
- 7 Workplace Health and Safety Management System – 5%.
- 8 Environmental Management Policies and Procedures – 5%.

Carrying out the work in an accelerated schedule as proposed in this report will result in the following benefits -

- Urgent works required to bring these facilities up to contemporary standards will be significantly completed by the summer surf season commencing on 26 September 2020.
- The acceleration of these projects will provide direct employment to the building industry and stimulate spending in the local economy during a critical period.
- Council has noted significant interest in recent tenders resulting in competitive pricing on a number of similar scale projects. It is expected that this competitive pricing will extend onto these projects.

## **CONSULTATION AND COMMUNICATION**

Consultation has occurred with the Surf Clubs regarding the timeframes and impacts of these works. The community will be advised of the commencement of works on these sites

The following Divisions have been consulted during the planning of this project:

- Governance and Customer Service
- Legal Services – General Counsel
- Property and Recreation
- Infrastructure Strategy and Planning
- Project Delivery

## **PLANNING AND POLICY IMPACT**

This report contributes to the delivery of Wollongong 2028 goal 5 “We are a healthy community in a liveable city”.

It specifically delivers on core business activities as detailed in the Infrastructure Planning and Support Service Plan 2019-20.

## **RISK ASSESSMENT**

The risk in accepting the recommendation of this report is considered low on the basis that the formal quotation process will fully comply with Council's Procurement Policies and Procedures and the Local

Government Act 1993. A formal quotation panel will be established to invite and assess quotations using procedures normally utilised in Council's tender process.

The risk of the project works or services is considered medium based upon Council's risk assessment matrix and appropriate risk management strategies will be implemented.

### SUSTAINABILITY IMPLICATIONS

The following sustainability implications have been considered:

- Durable products incorporated in the design to ensure long-term integrity of the assets.
- Sustainable procurement by providing local companies the opportunity to submit quotations for the work.
- Quotation assessment incorporated weightings to support the ongoing economic development of the region including the source and supply of local labour and materials.

### FINANCIAL IMPLICATIONS

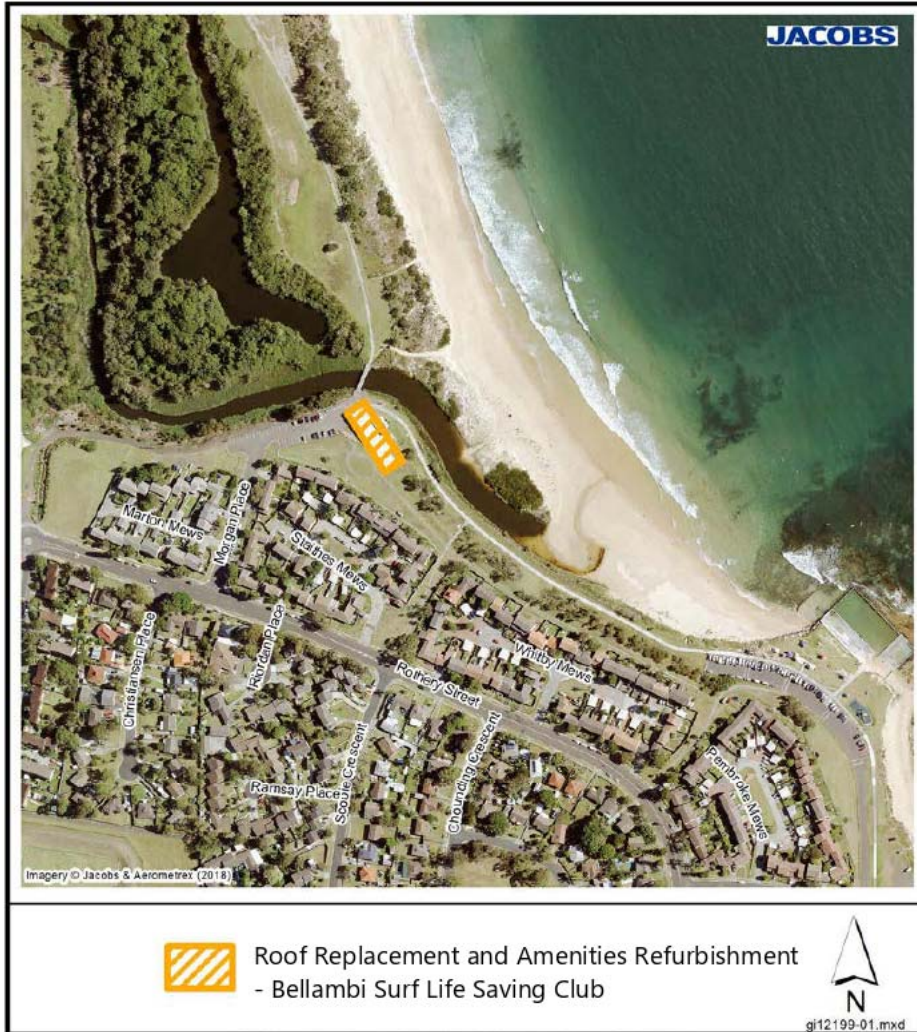
It is proposed that the total project be funded from the following source/s as identified in the Annual Plan –

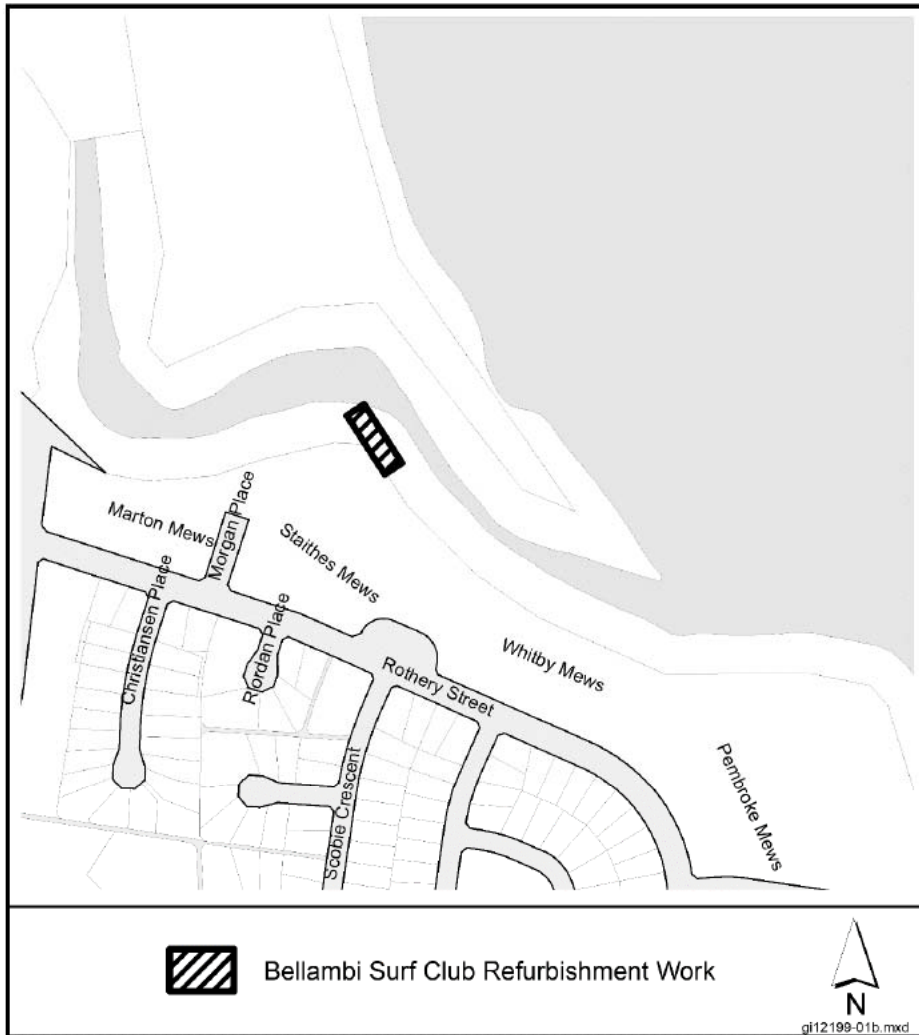
2019/20 and 2020/21 Capital Budgets

### CONCLUSION

An opportunity currently exists to accelerate projects for essential works at Bellambi SLSC, Coledale SLSC and Woonona SLSC. By proceeding immediately Council can minimise costs and disruption to long-term tenants and substantially complete the projects by the start of the summer surf season. Additionally, the works will provide much needed stimulus during the current Covid-19 pandemic.

It is recommended that a competitive quotation process be used on this occasion (rather than a formal tender) to achieve these aims.





Bellambi Surf Club Refurbishment Work

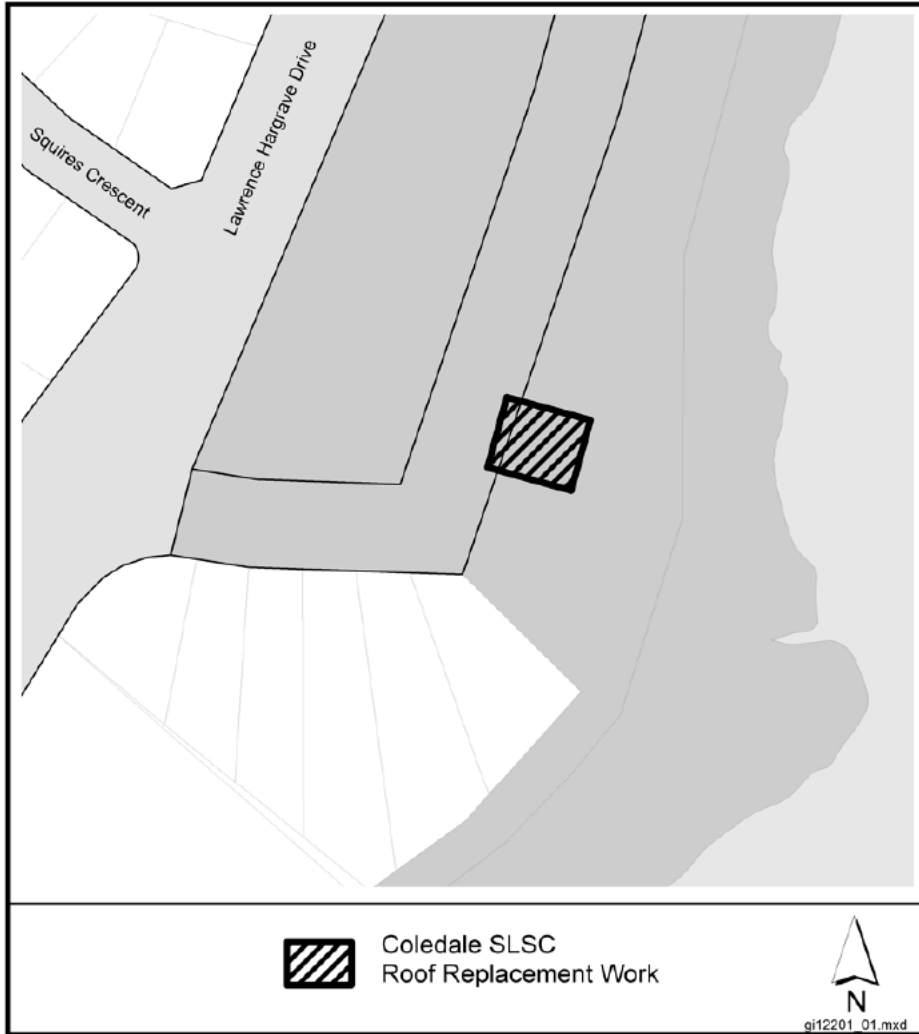


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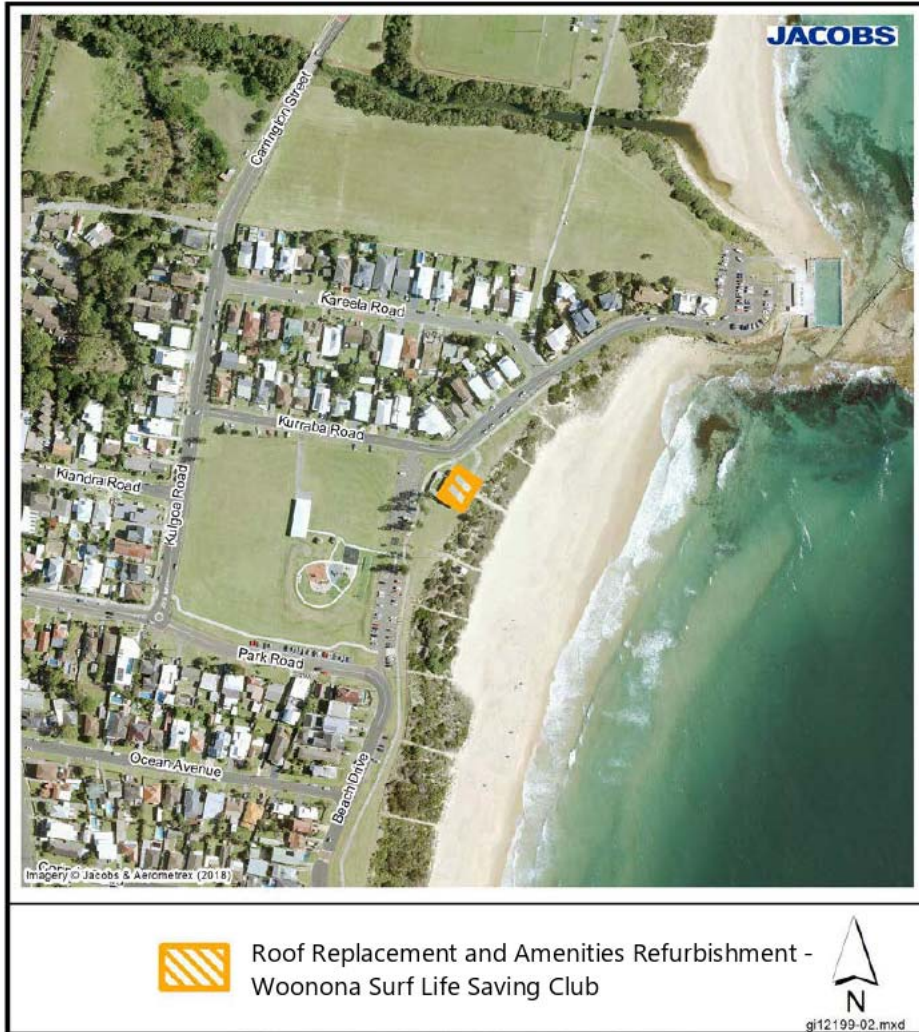
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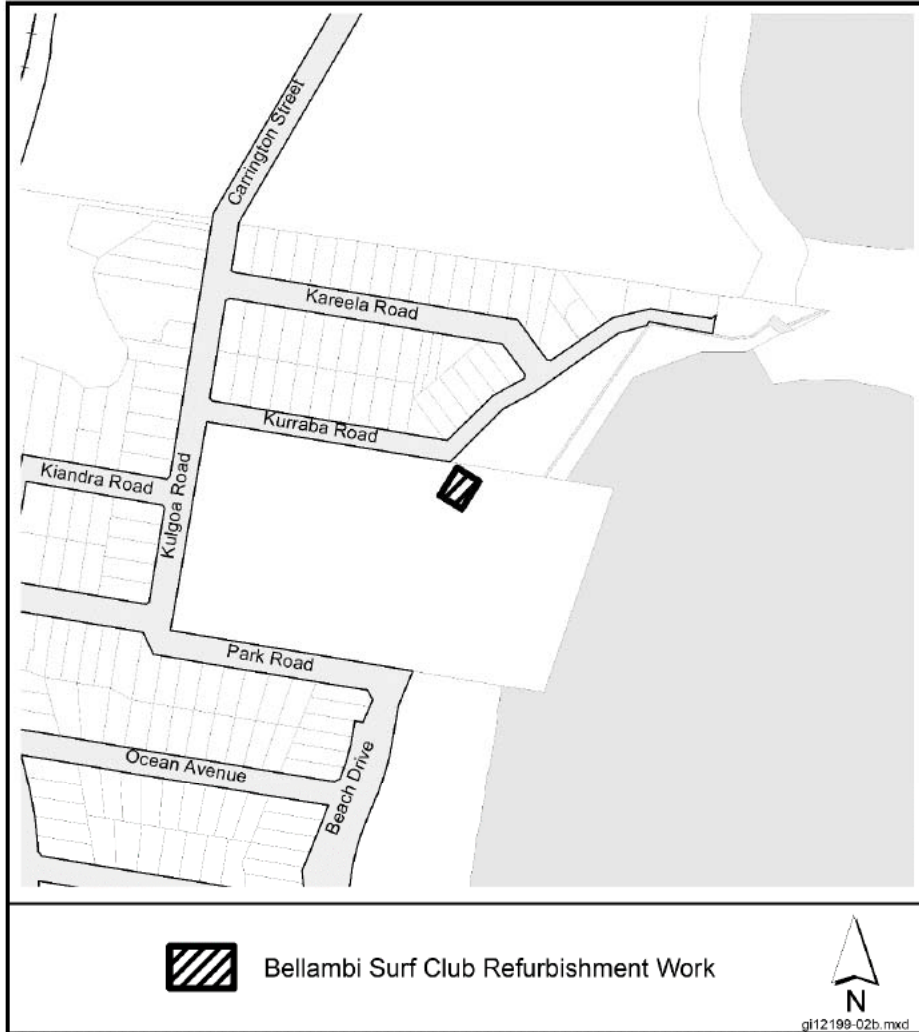






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