



# Greater Hume Council

To: «Name»

## **Extraordinary Meeting of Greater Hume Council**

Wednesday, 27 January 2021

NOTICE is hereby given that an Extraordinary Meeting of the Greater Hume Council will be held at Community Meeting Room, Library Complex, Library Lane, Holbrook, commencing at 6.00pm.

The purpose of the meeting is to discuss the following matters:

- Child Care Services In Greater Hume Council
- Tender TI 14 – 2020/21 Croft Street Kerb And Channel
- Tender TI 15 – 2020/21 Walla Walla Skatepark
- Tender TI 16 – 2020/21 Reconstruction – Kywong Howlong Road
- Land Acquisition – Coppabella Road Reconstruction Project

**Due to COVID-19 restrictions regarding gatherings and the need to comply with social distancing measures, all Council meetings will be held at Holbrook Library Complex until further notice.**

**Also due to COVID-19 restrictions, and until further notice, residents will not be able to attend the Public Forum or the meeting. However, should residents have an issue they wish to bring before Council, they can provide a written statement which will be distributed to councillors, and read out prior to the commencement of the meeting. Any written statement should be provided to Council by 5pm on the day preceding the meeting.**

**Council live streams meetings so that the public may view the proceedings of the meeting in real time or later.** View the recording of the meeting at <https://bit.ly/35uKFxX>

STEVEN PINNUCK  
**GENERAL MANAGER**

ORDER OF BUSINESS TO BE CONSIDERED, REFER OVERLEAF.

## **Extraordinary Meeting of Greater Hume Council**

Wednesday, 27 January 2021

*In accordance with Council's Code of Meeting Practice, this Council Meeting is being recorded and will be placed on Council's webpage for public information.*

*All present today are reminded that by speaking you are agreeing to your view and comments being recorded and published. You are also reminded that, if or when speaking, you are to be respectful to others and use appropriate language. Greater Hume Council accepts no liability for any defamatory or offensive remarks or gestures during this Council Meeting.*

### **BUSINESS:**

#### **1. OPENING THE MEETING**

#### **2. PRAYER**

#### **3. ACKNOWLEDGEMENT OF COUNTRY**

*"I would like to acknowledge that this meeting is being held on the traditional lands of the Wiradjuri people, and pay my respect to elders both past, present and emerging".*

#### **4. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS**

#### **5. DISCLOSURES OF INTERESTS**

#### **6. REPORTS FROM OFFICERS**

##### **PART A For Determination**

- Corporate and Community Services
- Engineering

#### **7. MATTERS OF URGENCY**

#### **8. CONCLUSION OF THE MEETING**

**TABLE OF CONTENTS**  
**27 JANUARY 2021**

<b>OFFICERS' REPORTS – PART A - FOR DETERMINATION.....</b>	<b>3</b>
<b>CORPORATE AND COMMUNITY SERVICES.....</b>	<b>3</b>
<b>1. <u>CHILD CARE SERVICES IN GREATER HUME COUNCIL .....</u></b>	<b><u>3</u></b>
<b>ENGINEERING.....</b>	<b>5</b>
<b>1. <u>TENDER TL 14 – 2020/21 CROFT STREET KERB AND CHANNEL.....</u></b>	<b><u>5</u></b>
<b>2. <u>TENDER TL 15 – 2020/21 WALLA WALLA SKATEPARK .....</u></b>	<b><u>7</u></b>
<b>3. <u>TENDER TL 16 – 2020/21 RECONSTRUCTION – KYWONG HOWLONG ROAD....</u></b>	<b><u>10</u></b>
<b>1. <u>LAND ACQUISITION – COPPABELLA ROAD RECONSTRUCTION PROJECT .....</u></b>	<b><u>12</u></b>

THIS IS INTENTIONALLY A BLANK PAGE

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

## **OFFICERS' REPORTS – PART A - FOR DETERMINATION**

### **CORPORATE AND COMMUNITY SERVICES**

#### **1. CHILD CARE SERVICES IN GREATER HUME COUNCIL**

**Report prepared by Director Corporate and Community Services – David Smith**

##### **REASON FOR THE REPORT**

To report on developments in respect to future operations of the Culcairn Early Childhood Centre.

##### **REFERENCE TO DELIVERY PLAN ACTION**

Objective We create healthy, inclusive and resilient communities, acknowledge our volunteers and value our youth.

Outcome 2.2. We have services to promote and deliver health and wellbeing for all ages.

##### **DISCUSSION**

As Councillors would be aware, the Culcairn Early Childhood Centre (CECC) has provided preschool services in Culcairn for many years. Recently, CECC also became registered as a centre based long day care provider thereby providing families with a mix of early childhood education and care options.

At present, CECC is an Incorporated Association under NSW Fair Trading regulations governed by a volunteer committee of management. As was the case with the Holbrook Early Learning Centre during 2019, the volunteers on the committee have struggled for some time with the increasing complexity and regulatory obligations associated with running a community based preschool and childcare service and, in simple terms, the current committee members are feeling overwhelmed and there is no one volunteering to replace them.

Council has been working with the committee for some time by providing governance training and support, however at a meeting held 17 December 2020, Council was advised that the entire committee would be resigning at the CECC Annual General Meeting scheduled for March 2021. In simple terms, no committee means no incorporated association resulting in the imminent collapse of the service and the loss of the only early childhood education and care service in Culcairn.

The importance of early childhood education and care services in small rural towns cannot be overstated. Quite simply, without a viable childcare service, small rural towns like Culcairn will struggle to retain young families already attracted to opportunities presented in the larger regional centres. Of the five towns in the Greater Hume LGA, Culcairn has the lowest SEIFA score (949 compared to 987 for the LGA) and also ranks highest in a number of other measures of socio-economic disadvantage. That being the case, the community of Culcairn cannot afford to lose access to affordable community based early childhood education and care.

Accordingly, it is Management's view that Council has little choice other than to transition the Culcairn service into Greater Hume Children Service's existing operations, subject to the completion of due diligence processes. A transition date of 1 July 2021 has been proposed and the current committee have agreed to continue in their roles until that time.

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

**CHILD CARE SERVICES IN GREATER HUME COUNCIL [CONT'D]**

Initial steps have been taken to establish an appropriate communication channel with the Australian Government Department of Education in relation to negotiating financial support throughout the transition phase, and possibly longer term. Councillors should also note that the current operating model of CECC differs from the model under which Council's Henty, Walla Walla and Holbrook services operate in that CECC is partially funded by the NSW Government as a community based preschool. In the event that CECC is transitioned into Greater Hume Children Services, it is envisaged that the centre will operate solely as a long day care service under the Australian Government Child Support Subsidy (CCS) funding model. This will ensure that all services under the Greater Hume banner function under a single operating model.

It is proposed that the required due diligence investigations commence immediately, including the development of a communications framework and negotiations with relevant funding providers. A further report will be presented to the April 2021 meeting of Council providing further detail in relation to key operational parameters and projected financial outcomes.

**BUDGET IMPLICATION**

Any proposal for Council to take over operations of CECC will be contingent upon the successful development of an operating model that covers the full cost of the service delivery with no direct or indirect subsidisation from Council's recurrent budget.

**CONCLUSION**

Council has been advised that the CECC volunteer management committee are resigning from their positions and that all options to recruit replacement committee members have been exhausted. It is recommended that Council commence transitioning the Culcairn service into Greater Hume Children Service's existing operations, subject to the completion of due diligence processes and the development of a satisfactory long term funding model.

**RECOMMENDATION**

That:

1. Council commence transitioning the Culcairn Early Childcare Centre into Greater Hume Children Service's existing operations, subject to the completion of due diligence processes and the development of a financially sustainable operating model.
2. at the conclusion of the required due diligence processes, a further report be presented to the April 2021 meeting of Council providing further detail in relation to key operational parameters and projected financial outcomes.

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

## **ENGINEERING**

### **1. TENDER TL 14 – 2020/21 CROFT STREET KERB AND CHANNEL**

**Report prepared by Works Engineer – Andrew Walls**

#### **REASON FOR REPORT**

To consider tenders for the reconstruction of kerb and channel in Croft Street, Holbrook.

#### **REFERENCE TO DELIVERY PLAN ACTION**

Objective                      Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community.  
Outcome 4.1                Infrastructure and facilities meets the needs of our communities.

#### **DISCUSSION**

This project is part of the Council 2020/2021 Operational Plan.

The existing kerb and pavement in Croft Street has suffered severe deterioration in shape and function. The scope of works includes the construction of the proposed underground drainage, kerb and channel replacement and pavement re-shaping.

Advertisements were placed in the Border Mail and on Tenderlink. Tenders closed on Tuesday, 12 January 2021. Six tenders were received via the Tenderlink portal.

The following tenders were received and are listed in alphabetical order.

<b>Company</b>	<b>Tender Price (excluding GST)</b>
Bede Hutchinson	\$348,340.00
BR Durham and Sons	Non Conforming
Excell Gray Bruni	\$309,815.00
Fuge Earthworks	\$337,955.25
Hurst Earthmoving	\$365,662.50
Longford Civil	\$265,000.00

The tender from BR Durham and Sons contained advertising material and product brochures for items not relating to this project. This tender was judged to be non-conforming and was not considered.

A table of the apportionment used to assess the tenders is **ENCLOSED SEPARATELY** for Councillors information.

Longford Civil is a well-established civil contractor based in Howlong and has previously completed works for Greater Hume Council to a satisfactory standard. In recent times Longford Civil have expanded their plant list and the number of personnel. Mr Bill Longley from Longford Civil attended a post-tender interview where it was confirmed that he was satisfied that they have the personnel and equipment to complete the project to the required standard in a safe manner. Mr Longley indicated that a projected commencement date in mid-March would allow ample time to complete the project within the project time-frame and prior to seasonal inclement weather.

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

**TENDER TL 14 - CROFT STREET KERB AND CHANNEL [CONT'D]**

A drawing of the proposed works is **ENCLOSED SEPARATELY** for Councillors' information.

**BUDGET IMPLICATION**

The budget for the Croft Street kerb and channel project is \$320,000 (excl GST).

The tender price of \$265,000.00 (excl.GST) is within the original project estimate and the remaining budget of \$320,000.00 (excl GST).

The tendered price does not include the possibility of provisional items.

**CONCLUSION**

Six tenders were received for the Croft Street kerb and channel replacement project.

Five tenders were considered.

The tender submitted by Longford Civil has been assessed to be suitable for the intended purpose and there is no technical or practical reason to conclude that Longford Civil Pty Ltd is not capable of completing the contract to the required standard and within a reasonable timeframe.

**RECOMMENDATION**

That:

1. the tender submitted by Longford Civil Pty Ltd for tender TL14 Croft Street kerb and channel for \$265,000.00 (excl. GST) be accepted.
2. the unsuccessful tenderers be notified.
3. the General Manager and the Mayor be authorised to execute contract documentation with Longford Civil Pty Ltd under the Common Seal of Council.



**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

**2. TENDER TL 15 – 2020/21 WALLA WALLA SKATEPARK**

**Report prepared by Works Engineer – Andrew Walls**

**REASON FOR REPORT**

To consider tenders for design and construction of a skatepark at Walla Walla.

**REFERENCE TO DELIVERY PLAN ACTION**

Objective                      Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community.  
Outcome 4.1                  Infrastructure and facilities meets the needs of our communities.

**DISCUSSION**

This project is part of the Council 2020/2021 Operational Plan.

The scope of works includes the design and construction of the proposed skatepark at Walla Walla. The tender is unusual in that the documents give the project budget and require the tenderer to submit one or more proposals showing a layout that will be both a functional arrangement in its own right and also to complement Councils existing skateparks at Culcairn and Jindera.

As such, the tender appraisal to a large extent depends on advice from the skateboarding fraternity as to what features and layout they find to be desirable while remaining suitable for a range of skill levels.

Advertisements were placed in the Border Mail and on Tenderlink.

Tenders closed on Wednesday 6 January 2021. Four tenders were received via the Tenderlink portal.

The following tenders were received and are listed in alphabetical order.

<b>Company</b>	<b>Tender Price (excluding GST)</b>
CONVIC	\$180,000
Haley Constructions	\$170,504
Oasis Skateparks	\$180,000
VFG Skateparks	\$180,000

Sketches of the proposed works from the four tenderers are **ENCLOSED SEPARATELY** for Councillors' information.

It would seem that some submissions received are based on extracting the maximum amount of funds from the available budget while providing a predominantly flat area with a minimum of features favoured by skateboard riders. Other submissions appeared to be considered proposals offering a variety of features.

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

**TENDER TL 15 – 2020/21 WALLA WALLA SKATEPARK [CONT'D]**

Council GIS Assistant/IT Mr Maxwell Trimble has had considerable experience with skateboarding. Mr Trimble has consulted a number of users of the existing skateparks and these end-users were asked to comment on each proposal taking into account factors such as suitability for all skill levels, the range of features offered and how the proposal complements the existing Council skateparks.

It would appear that the standout proposal from a skateboarder's perspective was submitted by Haley Constructions.

A table of the apportionment used to assess the tenders is **ENCLOSED SEPARATELY** for Councillors' information.

Haley Constructions Pty Ltd is a well-established skatepark contractor based in Yackandandah. This company has previously completed works for Greater Hume Council with the Jindera and Culcairn skateparks constructed to a very high standard.

Mr Tyson Haley from Haley Constructions attended a post-tender interview where it was confirmed that he was satisfied that they have the personnel and equipment to complete the project to the required standard in a safe manner. The anticipated commencement date is May 2021 with completion date June 2021.

**BUDGET IMPLICATION**

The budget for the Walla Walla Skatepark is \$200,000 (excl. GST). The intention is to retain \$20,000 (excl GST) from this amount to allow for ancillary items such as seating, rubbish bins, shade structures, landscaping or additional fill material.

The tender price of \$170,504.00 (excl.GST) is within the original project estimate for that portion of the works being \$180,000.00 (excl. GST).

The tendered price does not include the possibility of provisional items which are not anticipated to amount to any significance.

**CONCLUSION**

Four tenders were received for the design and construction of the Walla Walla Skatepark.

All tenders were considered.

The tender submitted by Haley Constructions has been assessed to be suitable for the intended purpose and there is no technical or practical reason to conclude that Haley Constructions Pty Ltd is not capable of completing the contract to the required standard and within a reasonable timeframe.

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

**TENDER TL 15 – 2020/21 WALLA WALLA SKATEPARK [CONT'D]**

**RECOMMENDATION**

That:

4. the tender submitted by Haley Constructions Pty Ltd for tender TL15 2020/21 Walla Walla Skatepark for the sum of \$170,504.00 (excl. GST) be accepted.
5. the unsuccessful tenderers be notified.
6. the General Manager and the Mayor be authorised to execute contract documentation with Haley Constructions Pty Ltd under the Common Seal of Council.

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

**3. TENDER TL 16 – 2020/21 RECONSTRUCTION – KYWONG HOWLONG ROAD**

**Report prepared by Works Engineer – Andrew Walls**

**REASON FOR REPORT**

To consider tenders for re-construction works on the Kywong-Howlong Road north of Brocklesby.

**REFERENCE TO DELIVERY PLAN ACTION**

Objective Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community.  
Outcome 4.1 Infrastructure and facilities meets the needs of our communities.

**DISCUSSION**

This project is part of the Council 2020/21 Delivery Plan.

The works planned for this contract include the construction of approximately 2,500m of fill to widen the existing shoulders and road pavement. This contract forms part of the scheduled reconstruction of the Kywong-Howlong Road.

Advertisements were placed in the Border Mail and on Tenderlink. Tenders closed on Tuesday, 5 January 2021. Five tenders were received via the Tenderlink portal.

Submitted prices ranged from \$1,352,815.00 to \$1,795,055.45. The tendered prices include a number of provisional items. Two of these provisional items were for substantial quantities of additional DGB and can be regarded as unnecessarily conservative in nature and are shown in the table, below. All prices are exclusive of GST.

The following tenders were received and are listed in alphabetical order.

	<b>MAIN WORKS</b>	<b>PROV. ITEMS.</b>	<b>TENDER (excl. GST)</b>
<b>Abbott Constructions</b>	\$1,172,730.82	\$210,531.00	<b>\$1,383,261.82</b>
<b>Excell Gray Bruni</b>	\$1,505,055.45	\$290,000.00	<b>\$1,795,055.45</b>
<b>Hurst Earthmoving</b>	\$1,365,161.82	\$318,000.00	<b>\$1,683,161.82</b>
<b>Longford Civil</b>	\$1,182,489.09	\$255,000.00	<b>\$1,437,489.09</b>
<b>RECivil</b>	\$1,477,478.00	\$233,258.00	<b>\$1,710,736.00</b>

A table of the apportionment used to assess the tenders is **ENCLOSED SEPARATELY** for Councillors' information.

Abbott Constructions indicated at the time of tender that construction would possibly commence late in the financial year due to other commitments. The scope of the Kywong Howlong Road project includes some bulk earthworks which needs to be placed on the road shoulders and table drains. Programming this portion of the work for the late autumn is inadvisable. Post tender discussions have resulted in a revised construction program with the bulk earthworks being undertaken in the first week of March 2021. Abbott Constructions have proposed to commit to other projects for a number of weeks before returning to site for the road pavement construction programed for the end of May 2021.

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

**TL 16 – 2020/21 RECONSTRUCTION – KYWONG HOWLONG ROAD [CONT'D]**

Longford Civil have indicated that they would be in a position to commence construction in February 2021 with attendance on site continuous until project completion.

The contract requires a construction period of 12 weeks in order to avoid the possibility of significant weather related delays. The amended contract period submitted by Abbott Constructions exceeds this constraint and is therefore not compliant with contract requirements.

Longford Civil is a well-established civil contractor based in Howlong and has previously completed works for Greater Hume Council to a satisfactory standard. Mr Bill Longley and Mr Brendan Crawford from Longford Civil attended a post-tender interview where it was confirmed that he was satisfied that they have the personnel and equipment to complete the project to the required standard in a safe and timely manner.

A sketch of the proposed works is **ENCLOSED SEPARATELY** for Councillors' information.

**BUDGET IMPLICATION**

The tender price of \$1,437,489.09 (excl.GST) is in excess of the original project estimate for that portion of the works. However excluding the overly conservative provisional amounts which are unlikely to be expended leaves a probable construction cost of \$1,182,489.09. This figure exceeds the remaining budget amount of \$1,011,000.00 (excl.GST). The balance of the funding being \$172,000.00 (excl GST) can be funded from savings on the sealing program from the remaining Block Grant.

The tendered price does not include the possibility of provisional items.

**CONCLUSION**

Five tenders were received for the re-construction works on the Kywong-Howlong Road north of Brocklesby.

All five tenders were considered.

The tender submitted by Longford Civil has been assessed and there is no technical or practical reason to conclude that Longford Civil Pty Ltd is not capable of completing the contract to the required standard and within a reasonable timeframe.

**RECOMMENDATION**

That:

1. the tender submitted by Longford Civil Pty Ltd for TL16 2020/21 Kywong Howlong Road reconstruction of \$1,437,489.09 (excl. GST) be accepted.
2. the unsuccessful tenderers be notified.
3. the General Manager and the Mayor be authorised to sign the Contract with Longford Civil Pty Ltd.

**EXTRAORDINARY MEETING OF GREATER HUME COUNCIL  
TO BE HELD AT  
COMMUNITY MEETING ROOM, LIBRARY COMPLEX, LIBRARY LANE, HOLBROOK  
ON WEDNESDAY, 27 JANUARY 2021**

**1. LAND ACQUISITION – COPPABELLA ROAD RECONSTRUCTION PROJECT**

**Report prepared by Project Manager – David Bye**

**REASON FOR REPORT**

To authorise the signing and sealing by the Mayor and General Manager, land acquisition associated with the reconstruction and realignment of Coppabella Road at Coppabella.

**REFERENCE TO DELIVERY PLAN ACTION**

Objective: Our development and maintenance is sustainable, environmentally responsible, accessible and enjoyed by our community  
Outcome 4.1 Infrastructure and facilities meets the needs of our communities.

**DISCUSSION**

As part of the Coppabella Road Reconstruction Project, a section of the road is being realigned to improve road safety and to facilitate the construction of a new bridge over Back Creek.

This has required land to be acquired from one landowner.

**ENCLOSED SEPARATELY** with this report is the copy of the deeds of acquisition to be signed and sealed for the acquisition agreed to by Council and the landowner.

This report approves the signing and sealing of the Deed of Acquisition by Council.

**BUDGET IMPLICATION**

Cost of the land acquisition and associated works has been included in the project budget.

**CONCLUSION**

This report authorises the signing and sealing of the land acquisition as detailed and associated with the Coppabella Road Reconstruction Project.

**RECOMMENDATION**

That Mayor and General Manager be authorised to execute documentation listed below pursuant to Regulation 400 of the Local Government (General) Regulation 2005 under the Common Seal of Council:

1. Deed of Acquisition to Facilitate Road Works between Council and Hume Forests Limited.