



Expressions of  
Interest (EOI)

Provision of  
Childcare Services



Town of  
**Port Hedland**

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# Introduction

The Town of Port Hedland is seeking Expressions of Interest (EOI) from accredited childcare providers to commence operations in a recently refurbished building located on Portion Lot 500 Forrest Circle, South Hedland, commonly known as the “former Pilbara TAFE site”.

The EOI will enable the Town of Port Hedland to select a preferred respondent at which stage it will seek to dispose of the property via private treaty in accordance with section 3.58 of the *Local Government Act 1995*.



# Background

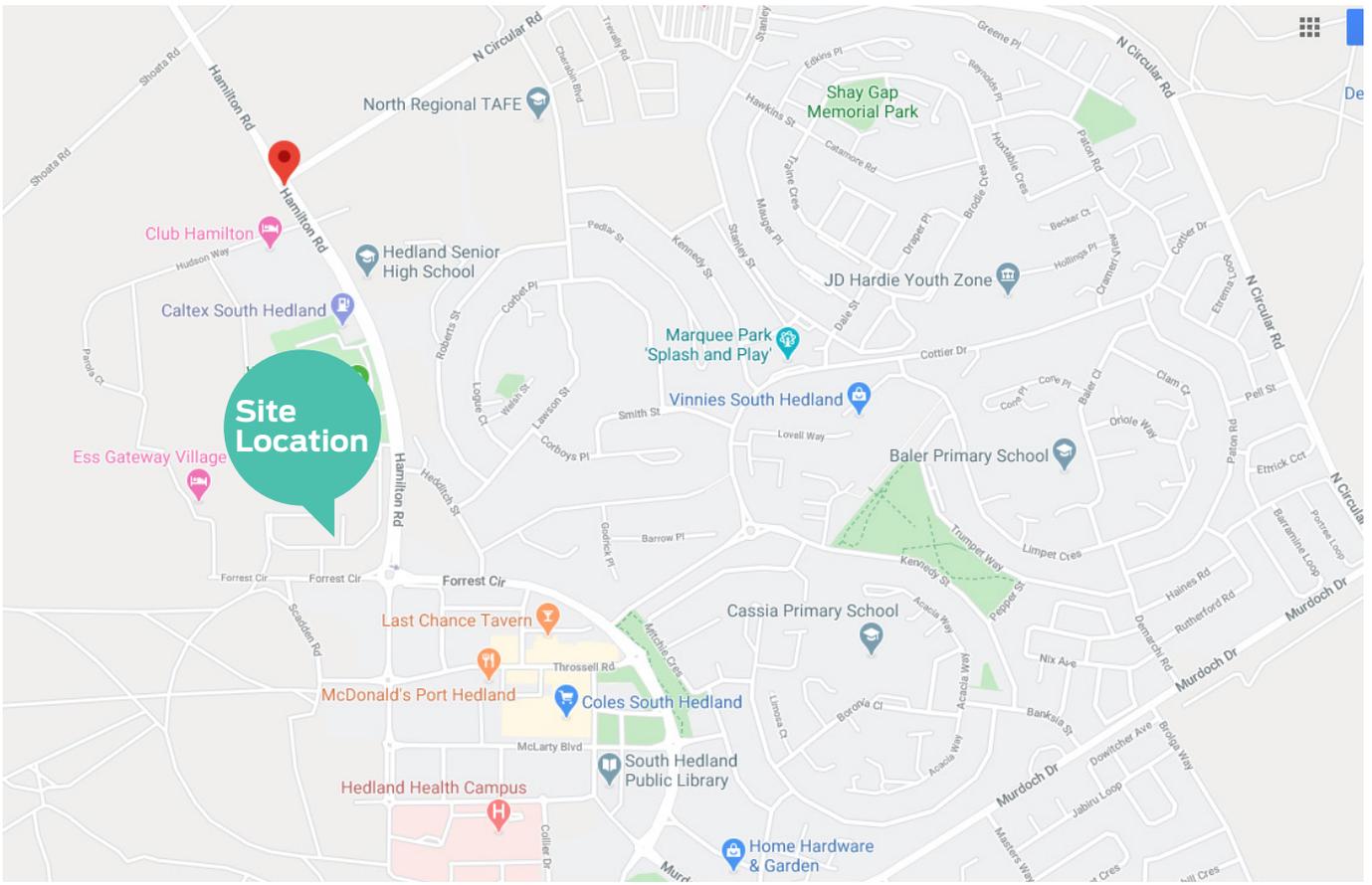


Port Hedland is a dynamic town in Western Australia's beautiful North West located approximately 1,800km north of Perth. We are home to around 16,000 people from diverse cultural backgrounds and cover 11,844 square kilometres of the Pilbara region. The town's roots are derived from mining and shipping, supporting the largest bulk export port in Australia with Pilbara Ports Authority and large-scale mining operations with BHP, Fortescue Metals Group, Dampier Salt and Roy Hill.

The port of Port Hedland is the largest bulk commodities port in the world, achieving record output of 513,302,000 during the 2018/2019 financial year. Port exports continue to grow year on year by 2.7%, reaching 700 million tonnes per annum in output by 2026 – 2027. Continued output through the Port, along with ongoing economic diversification in the resource sector, renewable energy and agricultural sector is expected to see the Port Hedland community continue to rise in population, reaching 27,000 by 2041.

Several unique statistics from the 2016 Census highlight the importance of childcare services to the community as detailed in the table.

Statistic	Port Hedland (LGA)	State of WA
Median Weekly Income Families	\$3014	\$1919
40+ Employment hours worked per week	61.9%	44.6%
Full-Time Employment Status	70.2%	57%
Employment Status couple both fulltime	32.6%	19.8%
Couple family with children	49.2%	45.3%
Children under 9 years	18%	13%



Source: Google Maps

# Existing Child Care Provision

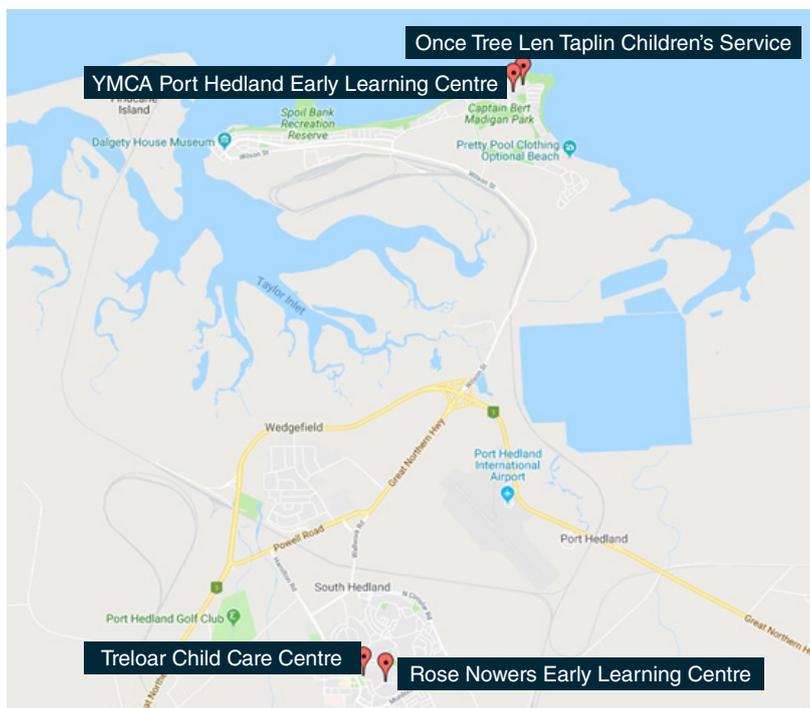
## Existing Childcare Provision

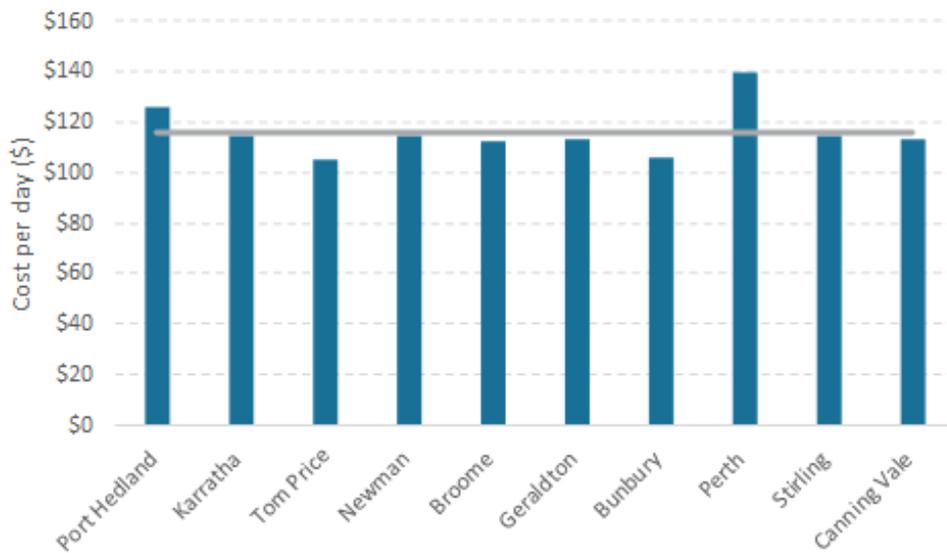
The Town of Port Hedland has 318 licenced childcare places accessible in the community, with 272 of these places provided across centre based, long-day care centres. There are four childcare centres in the Hedland area providing the bulk of placements, details of which are outlined herewith in terms of site and operator details.

All centre-based care operators are not-for-profit and operate from a premise. Either no rent or a heavily subsidised rent is payable to the landowner/building owner.

All major building maintenance is also covered by the land/building owner. Operations are typically 6.30 am to 6.00 pm for the centres, operating Monday to Friday.

Operator	Approved Places	Address
One Tree – Len Taplin	66	Dempster Street, Port Hedland
YMCA Early Learning	92	Keesing Street, Port Hedland
Rose Nowers	43	Boronia Close, South Hedland
Treloar Childcare Centre	71	Treloar Close, South Hedland





Note: Grey line represents the average cost across the sample pool = \$116/day

Includes only centre based care.

Source: CareforKids (2019)

The cost of childcare in the Town of Port Hedland is comparatively higher to the broader Nation and State. It is even higher on average than other Pilbara communities which have comparable operating conditions.



# Current & Future Demand for Child Care

## Current and Future Demand for Childcare

The Port Hedland Child Care strategy established that underlying demand for childcare places in the community exceeded 350 placements. This was validated by Census data and detailed evaluation of waitlists and surveys by the Town of Port Hedland and Major Industry. In addition, community and employment surveys determined that:

- Centre based care is overwhelmingly the preferred form of childcare provision;
- More than 44% of people were on waitlist for longer than 12-months and a further 35% had been on waitlists for 6 – 12 months;
- More than 75% of people on waitlists were on multiple centres' waitlists
- The most significant barriers to accessing childcare was the lack of available placements followed by opening hours and lack of flexibility

Based on the anticipated economic growth in the community and continued population growth, demand for childcare placements could increase from the current number of 350 to between 483 and 932 placements depending on the rate of economic and population growth modelled by 2041.





# The Opportunity

## Building Details & Refurbishment Works

The subject site includes a building on the premises originally custom built for the operation of a childcare centre. The site continued to operate in this manner by Hedland *Play'n'Learn* until 2016 when uncertainty over the sites future resulted in its closure.

In 2019, the Town of Port Hedland successfully applied to lease the former childcare premises and parking (including access) and subsequently has obtained an option to purchase the site from the State of Western Australia. The initial lease term is for a period of 5 years with a further 5 year option.

The Town of Port Hedland recently awarded a tender to refurbish the building, ensuring it is fit for purpose. The works planned to the building are summarised below:

- Installation of new air-conditioning
- Retiling wet areas
- Batten and sheeting of all walls
- Full repaint
- Upgrade of lighting to the main rooms and internal 'sleep rooms'
- Installation of appropriate security system for external/ internal restricted access
- Upgrade of internal communication systems (Intercoms)
- Full replacement and fit-out of the kitchen to be compliant as a food premises
- Upgrades to the laundry
- Minor improvements to the outdoor areas including play areas.

The works are expected to be completed by mid-April 2020. A floor plan of the building is provided.

On completion of the works, the Town considers the site will be capable of providing 40 to 50 new long-day care placements, subject to relevant approvals from the regulator.



# Sub-Lease Terms

## Sub-Lease Terms

The lease will be negotiated under a lease arrangement in accordance with section 3.58 of the *Local Government Act 1995* and the term of the lease is negotiable but will be a minimum of 5 years inclusive of options.

Key terms of the sub-lease for consideration are included in the table below. Upon determining a preferred respondent through the EOI process, a final sub-lease agreement will be drafted which reflects the terms outlined below.

## Site Inspection

A site inspection will be carried out at 3pm-4pm, Tuesday 7 April 2020. Email your interest in attending the site inspection to [records@porthedland.wa.gov.au](mailto:records@porthedland.wa.gov.au) with attention to Josephine Bianchi, Director Community Services. A site inspection is recommended, however not mandatory.



# Sub-Lease Terms

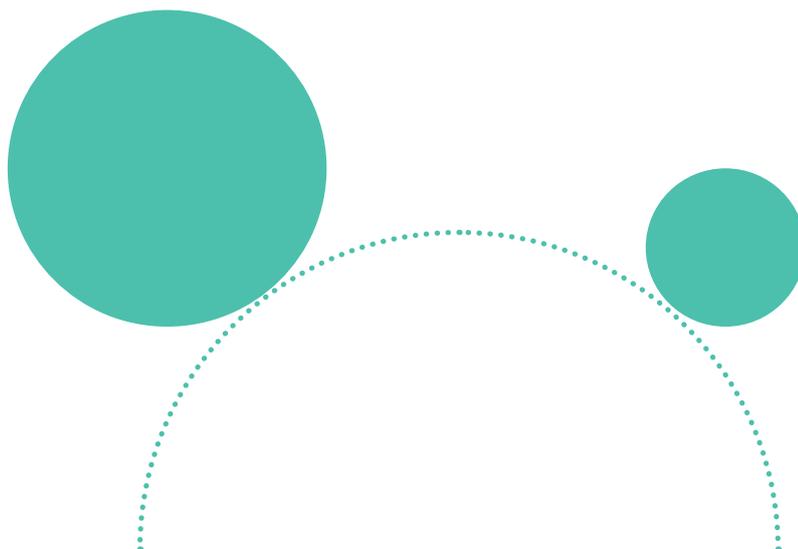
Consideration	Detail
Sub-Lease Term	5 year + 5 year option
Lease rate	Amount to be nominated on the Response Form, excluding GST, will be subject to negotiation.
Building, Site Works and Fit-Out	As-Is
On-going Maintenance	The sub-lessee will be responsible for general wear and tear and any works of a structural nature.
Outgoings	The sublessee pays any rates and taxes levied and all services (air conditioning, electricity, water, sewerage, sewerage volume charges, gas, telecommunications and fire sprinkler system).
Insurance	Any successful proponents, must as leaseholder, indemnify the Town from any claims arising from the operation of the facility. The leaseholder will also be required to maintain current public liability insurance to the Town's satisfaction.
Deed of Agreement	The sublessee to enter a deed approved by the State (being the head lessor) agreeing to be bound by the head lease and, if requested by the State, provide a guarantee of its obligations from either its directors, principal shareholders or other person reasonably required by the State.
Costs of Sub-Lease	<p>The sublessee must pay for all costs and expenses associated with entering the sublease.</p> <p>The sublessee will be responsible for all expenses incurred by the Head Lessor for:</p> <ul style="list-style-type: none"> <li>• The exercise or enforcement of its rights under the lease because of the sublessee's breach;</li> <li>• Obtaining any consent approval, variation or surrender of lease occasioned/required by the sublessee;</li> <li>• Any act or omission by the sublessee causing cost or expense to the State.</li> </ul>

Full sub-lease terms and conditions are attached in Appendix 2

# Disposal Process

The *Local Government Act 1995* requires that the disposal of any local government property (including by way of lease) is required to be advertised if the local government has agreed the method and terms of disposal without having utilised a tender or auction process.

As such, respondents are advised that following successful negotiation with any party with respect to obtaining a sub-lease, the Town will undertake a statutory period of advertising (minimum period of 14 days, however submission period is open for a period of 30 days) and must consider a submission made with respect to this matter before it is able to enter into any legal agreement with the preferred party.



# Selection Criteria

## Mandatory Requirement

All submitters must demonstrate they hold the relevant regulatory licences to provide centre based childcare services in Western Australia.

## Qualitative Evaluation Criteria

The following criteria have been developed to evaluate expressions of interest received.

All submitters must respond to each issue outlined in the qualitative criteria in their response.

Qualitative Criteria Description	Provided
<b>Relevant Regional Experience</b>  Describe your experience in providing centre-based care services in regional Western Australian communities. Consideration should be given to: <ul style="list-style-type: none"><li>• Size of facility;</li><li>• Track record with the regulator;</li><li>• Staff attraction and retention rates</li></ul>	35%  YES/NO
<b>Business Planning</b>  The Respondent must give details of its proposed business plan inclusive of a financial plan, and a plan to recruit and retain skilled and experienced staff to operate the centre. Consideration should be given to: <ul style="list-style-type: none"><li>• Details of staffing structure;</li><li>• Employment packages;</li><li>• Staff training and education; and</li><li>• International recruitment</li></ul>	35%  YES/NO
<b>Quality of Service</b>  The Respondent should demonstrate their level and quality of care. Consideration will be given to: <ul style="list-style-type: none"><li>• Track record at previous facilities with the regulator including audit compliance and sanctions for non-compliance;</li><li>• Expectations to provide higher level of service with respect to qualified staff, operating hours, flexibility additional education offering;</li><li>• Additional service provision/experience in providing services to disadvantaged and children with a disability.</li></ul>	30%  YES/NO

# Submitting an Expression of Interest (EOI)

## Submitting an Expression of Interest (EOI)

### How to Prepare Your Submission

1. Carefully read all parts of this document;
2. Complete the submission and attach any supporting documents;
3. Lodge your submission before 4pm Wednesday 22 April 2020

### Contact Person

**Name:** Josephine Bianchi  
**Title:** Director Community Services  
**Telephone:** (08) 9158 9300  
**Email:** [records@porthedland.wa.gov.au](mailto:records@porthedland.wa.gov.au)

### Deadline for EOI

The deadline for registration of interest is 4pm Wednesday 22 April 2020.

The submission must be received by the Town by this deadline.

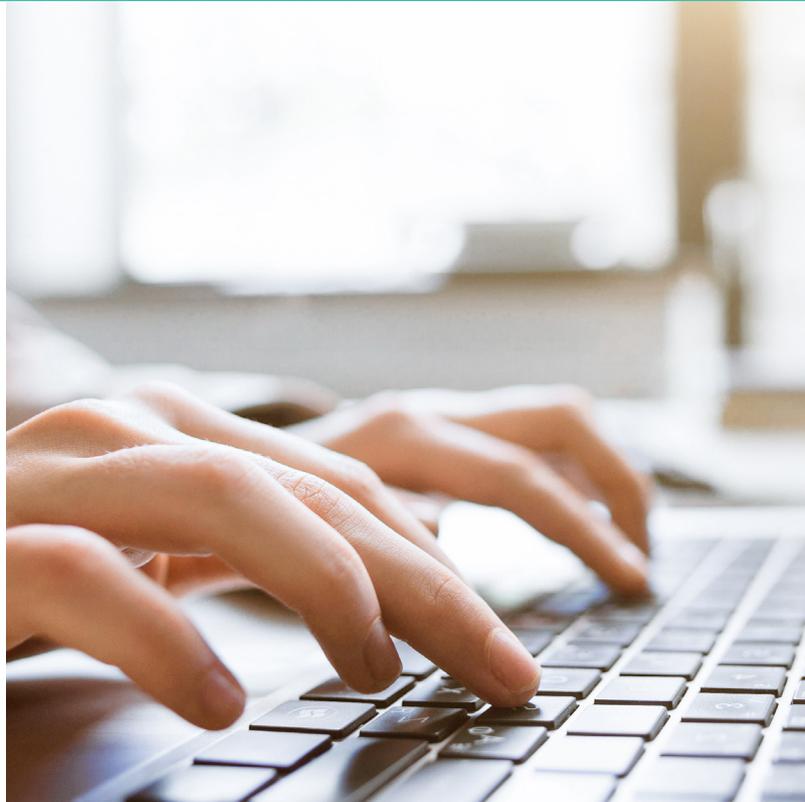
Lodgement of Submission and Delivery Method:

**The submission is to be emailed to [records@porthedland.wa.gov.au](mailto:records@porthedland.wa.gov.au) (attention Josephine Bianchi)**

### Rejection of Submissions

The Town may not review a submission which:

- Is received after the deadline
- Is not received via email
- Fails to comply with any other requirements of the Expression of Interest



# Submitting an Expression of Interest (EOI)

## Acceptance of Submission

The Town is not bound to accept any of the submissions but will present all submissions (except those rejected).

## Disclosure of Information

Documents and other information relevant to any contract may be disclosed when required by law under the *Freedom of Information Act 1992* or under a court order.

## Submission Validity Period

All submissions (including purchase price and rent) must remain valid for a minimum period of six months from the closing date.

## Ownership of Submission

All documents, materials, articles and information submitted by the applicant will become the property of the Town on submission, provided that the applicant shall be entitled to retain copyright and other intellectual property rights therein.

## Canvassing of Officials

If an applicant, whether personally or by agent, canvasses any of the Town's Council Members or Officers with a view to influencing the acceptance of any submission, then regardless of such canvassing having any influence on the review of the submissions, the Town may at its discretion omit the applicant from consideration.

## Identity of Applicant

The identity of the applicant is fundamental to the Town. The applicant shall be the person, persons, corporation or corporations named as the applicant in the Response Form and whose execution appears on the submission in the Response Form of this Expression of Interest.

# Response Form

Please complete, sign and return to the Town of Port Hedland  
Attention: Josephine Bianchi

I/we (Registered  
Entity Name):  
BLOCK  
LETTERS:


Of: (Registered  
Street Address)

--

ABN: (if any):

--

ACN (if any):

--

Telephone No.

--

Facsimile No.

--

Email:

--

Contact person:

--

I/we agree that I/we are bound by and will comply with this submission and its associated attachments.

I/we agree that there will be no cost payable by the Town towards the preparation or submission of this submission, irrespective of its outcome.

This submission is true and correct to the best of my/our knowledge.

Dated this:

--

Day of:

--

2020

Signature of authorised signatory:

--

Name of authorised signatory (BLOCK LETTERS)

--

Position held:

--

Telephone Number/s

--

--

Authorised  
signatory postal  
address:

--

--

Email:

--

Sub-lease rate offered per annum excluding GST:

\$

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## Questions?

**Please contact**  
Josephine Bianchi  
Director of Community Services  
Phone: 08 9158 9300



Town of  
**Port Hedland**  
[www.porthedland.wa.gov.au](http://www.porthedland.wa.gov.au)