

7.3.1 CONSULTANCY ENGAGEMENT REPORT

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|------------------------------|---|
| Responsible Manager: | Jason Farrugia, Manager Strategic Procurement |
| Responsible Director: | Danny Wain, Chief Financial Officer |

RECOMMENDATION

That Council notes the attached summary of completed and current Consultancy engagements for the 6 months to 30 June 2023.

INTRODUCTION

Council's Procurement Policy requires, that a Consultancy Register be maintained and updates to the register are circulated to the Council bi-annually.

COUNCIL PLAN STRATEGIC OBJECTIVES

Good Governance

Maintain the highest standards of good governance.

BACKGROUND

Council's Procurement Policy Clause 2.3.2.7 states that a Consultancy register will be maintained as a record of Consultancy engagements above \$20,000.

Consultancy* is defined as a service that facilitates decision making through:

- Provision of expert analysis and advice; and/or
- Development of a written report or other intellectual output

For clarity, exclusions from Consultancy include:

- Building and works design, construction and related services including fit out;
- Research or project management where recommendations are not provided;
- Routine accounting, audit, taxation services; and
- Routine legal services.

*Note: this definition of Consultancy (together with the exclusions listed above) is consistent with the definition provided by the *Department of Treasury and Finance, Guidance note to Financial Reporting Direction (FRD) 22H*.

As a minimum, Council will record the following information for each Consultancy over \$20,000 that ends within the reporting period:

- brief description of the consultancy project;

- name of the consultancy firm;
- contract or approved value and end cost; and
- start date and completion dates.

A list of completed and current consultancy engagements for the periods ending 30 June and 31 December every year are to be circulated to the Council biannually.

FINANCIAL IMPLICATIONS

There are no financial implications to this report.

POLICY IMPLICATIONS

There are no policy implications to this report.

CONSULTATION

Community consultation was not required.

SOCIAL IMPLICATIONS

There are no social implications to this report.

HUMAN RIGHTS CONSIDERATIONS

There are no human rights implications to this report.

GENDER IMPACT ASSESSMENT

A GIA was not completed because this agenda item is not a 'policy', 'program' or 'service'.
A GIA was not completed because this policy/program/service does not have a 'direct' and 'significant' impact on the community.

CONCLUSION

Completed and current Consultancy engagements for the 6month period to 30 June 2023 are attached for noting by Council.

ATTACHMENT LIST

Consultancy Engagement Report

Completed Consultancy Engagements for the 6 month period ending 30 June 2023

| Project Description | Consultancy | Initial Approved Value (Ex GST) | Total Cost (Ex GST) | Start Date | Completion Date | Responsible Director |
|--|-----------------------------|---------------------------------|---|------------|-----------------|------------------------------|
| Expert urban design advice for the Suburban Rail Loop East Environment Effects Statement (EES) process | HANSEN PARTNERSHIP PTY LTD | \$45,455 | \$13,575 | 13/12/2021 | 30/06/2023 | Director, City Development |
| Advocacy of future School Crossings | THE AGENDA GROUP | \$32,000 | \$79,529 (Council Contribution only \$14,620) | 13/05/2022 | 30/01/2023 | Director, City Development |
| Independent review of the current project management system (CAMMS Project) | QUARTERBAC ADVISORY PTY LTD | \$22,400 | \$22,440 | 1/05/2023 | 19/06/2023 | Director, Corporate Services |
| Integrated Site Planning (ISP) Projects - DW Nicoll Reserve | INSIGHT LEISURE PLANNING | \$38,833.00 | \$38,833.00 | 1/01/2023 | 26/06/2023 | Director, City Development |
| Integrated Site Planning (ISP) Projects - Gardiners Creek Reserve | INSIGHT LEISURE PLANNING | \$38,833.00 | \$38,833.00 | 1/01/2023 | 26/06/2023 | Director, City Development |
| Integrated Site Planning (ISP) Projects - Princes Highway Reserve | ZERITAS PTY LTD | \$39,720.00 | \$39,720.00 | 1/01/2023 | 26/06/2023 | Director, City Development |

Current Consultancy Engagements for the 6 month period ending 30 June 2023

| Project Description | Consultancy | Initial Approved Value (Ex GST) | Total Cost as at 30/06/2023 (Ex GST) | Start Date | Completion Date | Responsible Director |
|---|--|---------------------------------|--------------------------------------|------------|-----------------|------------------------------|
| Develop and deliver service standard training to leisure centre staff, including annual monitoring and reporting on the performance of all leisure centres (3 + 3 year contract term) | BON GOLF PTY LTD | \$600,000 | \$393,513 | 1/01/2019 | In Progress | Director, Community Services |
| Houghton Road, Oakleigh, Public Realm Feasibility Study – Stage 2 | HANSEN PARTNERSHIP PTY LTD | \$194,820 | \$112,855 | 17/10/2022 | In Progress | Director, City Development |
| Property Advice Suburban Rail Loop Authority | M21 ADVISORY PTY LTD | \$44,280 | \$40,073 | 1/09/2020 | in progress | Director, City Development |
| Mount Waverley & Carlson Reserve pre-planning, functional brief development and funding application | OCIO | \$41,730 | \$27,449 | 1/08/2022 | In Progress | Director, Community Services |
| Portman Station Street Oakleigh Public Realm Feasibility Study | HANSEN PARTNERSHIP PTY LTD | \$205,550 | \$109,166 | 17/10/2022 | in progress | Director, City Development |
| Develop Strategic Aquatic Facility Development Plan for the City of Monash to determine the future facility development priorities | OTIUM PLANNING GROUP PTY LTD | \$90,000 | \$72,800 | 21/09/2022 | in progress | Director, Community Services |
| Prepare Gladeswood Reserve Integrated Site Plan & Masterplan | INSIDE EDGE SPORT AND LEISURE PLANNING PTY LTD | \$117,780 | \$74,951 | 21/09/2022 | in progress | Director, Community Services |

| Project Description | Consultancy | Initial Approved Value (Ex GST) | Total Cost as at 30/06/2023 (Ex GST) | Start Date | Completion Date | Responsible Director |
|--|------------------------------|--|---|-------------------|------------------------|------------------------------|
| Preparation of Conservation Management Plans (CMP) for bushland reserves. | PRACTICAL ECOLOGY PTY LTD | \$44,250 | \$20,100 | 1/05/2023 | in progress | Director, City Services |
| Economic Profile for the municipality of Monash | HATCH PTY LTD | \$20,000 | \$17,555 | 15/01/2023 | in progress | Director, Community Services |
| Monash Aquatic and Recreation Centre (MARC) Scalable Development Options and Return on Investment (Cost-Benefit) Analysis. | OTIUM PLANNING GROUP PTY LTD | \$63,830 | \$51,064 | 1/02/2023 | In Progress | Director, Community Services |
| The MARC Feasibility Study Refresh | WILLIAMS ROSS ARCHITECTS | \$38,010 | \$26,357 | 1/08/2022 | In Progress | Director, Community Services |