

7.3.1 CONSULTANCY REGISTER REPORT

Responsible Manager:	Jason Farrugia, Manager Strategic Procurement
Responsible Director:	Simone Wickes, Director Corporate Services

RECOMMENDATION

That Council notes the attached summary of completed and current Consultancy Engagements for the six months to 30 June 2024.

INTRODUCTION

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

COUNCIL PLAN STRATEGIC OBJECTIVES

Good Governance

Effectively communicate and engage with the community.
Maintain the highest standards of good governance.

BACKGROUND

Council's Procurement Policy (clause 2.3.2.7) states that Consultancy engagements above \$20,000 are to be recorded in a Consultancy Register.

Consultancy is defined, as a service that facilitates decision making, through provision of expert analysis and advice and/or the development of a written report or other intellectual output. This definition is consistent with the definition provided by the Department of Treasury and Finance, Guidance note to Financial Reporting Direction (FRD) 22H.

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.

DISCUSSION

Council's Procurement Policy requires a list of completed and current consultancy engagements for the periods ending 30 June and 31 December every year to be circulated to the Council biannually.

Attachment A contains a list of completed and current consultancy engagements for the six-month period ending 30 June 2024.

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 Gender Impact Assessment was not completed because this agenda item is not a 'policy,' 'program' or 'service.'

CONCLUSION

That Council notes this report.

ATTACHMENT LIST

1. Attachment A (1) [7.3.1.1 - 4 pages]

Attachment A:**Completed Consultancy Engagements for the 6 month period ending 30 June 2024**

Project Description	Consultancy	Initial Approved Value (Incl GST)	Total Cost as at End of the Period (Incl GST)	Start Date	Completion Date	Responsible Director
Develop Aquatic Facility Strategic Development Plan to determine the future facility development priorities.	Otium Planning Group Pty Ltd	\$99,000	\$99,836	21/09/2022	30/06/2024	Director, Community Services
Providing Monash with climate datasets using the Snap Shot tool resulting with tangible information to create a plan to reduce emissions in the community.	Ironbark Sustainability	\$27,445	\$27,445.00	15/07/2023	31/01/2024	Director, City Services
Development of a Live Music Action Plan.	Steve Harris	\$20,000	\$18,500	1/07/2023	1/03/2024	Director, Community Services
Monash Aquatic and Recreation Centre Scalable Development Options and Return on Investment Analysis.	Otium Planning Group Pty Ltd	\$70,213	\$63,105.90	1/02/2023	30/06/2024	Director, Community Services
Consultancy service to develop a new Digital Strategy.	KPMG	\$150,000	\$97,900.00	1/12/2023	30/04/2024	Director, Corporate Services
Development of Emergency Management Plans for four highest risk community and multiple use venues.	Safety in Numbers Pty Ltd	\$41,118	\$8,250.00	3/07/2023	28/05/2024	Director, Community Services

Attachment A:

Project Description	Consultancy	Initial Approved Value (Incl GST)	Total Cost as at End of the Period (Incl GST)	Start Date	Completion Date	Responsible Director
Brandon Park - Site Investigations and Design.	Inside Edge Sport and Leisure Planning Pty Ltd	\$54,692	\$54,692	Jan 2024	30/06/2024	Director, Community Services
Hughesdale Kindergarten Feasibility Study.	Art of Architecture Christopher Peck	\$41,745	\$41,745.00	17/10/2023	29/02/2024	Director, Community Services
Tree Canopy Target Modelling.	Morphum Environmental Ltd	\$40,000	\$39,369.00	17/04/2023	17/04/2024	Director, City Development
Development of Workforce Planning Methodology	Practical Workforce Planning	\$55,000	\$55,000.00	15/01/2024	30/06/2024	Executive Manager, People and Safety
Monash Children Young People and Family Services Data profile, Research and Literature Review.	JSP Foresight Pty Ltd	\$27,500	\$27,500.00	19/04/2024	21/06/2024	Director, Community Services

Attachment A:**Current Consultancy Engagements for the 6 month period ending 30 June 2024.**

Project Description	Consultancy	Initial Approved Value (Incl GST)	Total Cost as at End of the Period (Incl GST)	Start Date	Completion Date	Responsible Director
Service training, performance monitoring and reporting across all leisure centres. (Multi-year contract ending 2025).	Bon Golf Pty Ltd	\$660,000	\$552,230	1/01/2019	Estimated 30/11/2025	Director, Community Services
Stage 2 Public Realm Feasibility Study for Haughton Road Oakleigh.	Hansen Partnership Pty Ltd	\$214,302	\$199,211	17/10/2022	18/10/2024	Director, City Development
Strategic Commercial Property advice to Council on the sale and compulsory acquisition of Council land within the Glen Waverley Activity Centre.	M21 Advisory Pty Ltd	\$150,000	\$136,620	1/09/2020	Extended to 31/12/24.	Director, City Development
Public Realm Feasibility Study for Portman Station Street Oakleigh.	Hansen Partnership Pty Ltd	\$226,105	\$187,403	17/10/2022	18/10/2024	Director, City Development
Circular Economy Education Program (Collaborative) – 12 Councils	Aurecon	\$208,587 (Monash contribution \$8,475.50)	\$55,471	23/01/2024	Extended to 31/12/24	Director, City Services
Review of the Clayton Precinct Plan and the Glen Waverley Structure Plan.	Tract Consultants Pty Ltd	\$85,000	\$77,055.00	15/03/2023	Estimated 31/08/2024	Director, City Development
Vegetation Protection Overlay Assessments.	Treelogic Pty Ltd	\$108,900	\$3,811.50	1/09/2023	31/08/2026	Director, City Development
Monash Tree Canopy Data Capture Project.	Player Piano Data Analytics Pty Ltd	\$89,367	\$67,025.00	23/08/2023	Estimated 24/11/2024	Director, City Development

Attachment A:

Project Description	Consultancy	Initial Approved Value (Incl GST)	Total Cost as at End of the Period (Incl GST)	Start Date	Completion Date	Responsible Director
Integrated Waste Management Strategy	Tonkin & Taylor	\$156,816	\$42,768.00	15/04/2024	Estimated 31/03/2025	Director, City Services
Provide a comprehensive review of current parking conditions.	WGA Vic Pty Ltd	\$263,058	\$0.00	14/06/2024	Estimated 31/10/2025	Director, City Development
Community Profile, Social Atlas, Population Forecast and Economic Profile for Monash.	I D Consulting	\$181,500	\$121,000	1/02/2023	Estimated 31/12/2025	Executive Manager, Communications
Annual Community Satisfaction Survey	Metropolis Research Pty Ltd	\$55,000	\$30,580.00	1/01/2024	Estimated 1/01/27	Executive Manager, Communications
Delivery of Deliberative Engagement with Community panel for Monash's Integrated plan 2025-29.	Jacinta Cubis	\$67,650	\$13,530.00	1/06/2024	Estimated 30/06/2025	Director, Corporate Services
Engineering Department Review	Gov Insights	\$43,560	\$33,000.00	1/06/2024	Estimated 31/10/2024	Director, City Development
Review of the Neighbourhood Houses, Place Making and Economic Development team.	Julie Reid & Associates	\$36,696	\$27,522.00	13/05/2024	Estimated 31/07/2024	Director, Community Services
Development of Health and Wellbeing Plan.	Helen Keleher Consulting	\$40,000	\$18,150.00	6/05/2024	Estimated 31/8/2024	Director, Community Services