

3.1 CONSULTANCY REPORT

Responsible Officer: Danny Wain, Chief Financial Officer

RECOMMENDATION

That Council notes the attached summary of completed and current Consultancy engagements for the period ending 30 June 2020

INTRODUCTION

Council's Procurement Policy requires that a Consultancy Register be maintained and updates to the register are circulated to the Council bi-annually in January and July of each year.

BACKGROUND

Council's Procurement Policy Clause 2.3.2.3 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; and
- Routine accounting, audit, taxation services;
- 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 and principal consultant;
- contract or approved value and end cost;
- 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.

CONCLUSION

Completed and current Consultancy engagements for the period ending 30 June 2020 are attached for noting by Council.

Completed Consultancy Engagements for the period ending 30 June 2020

Description of Project	Consultancy	Principal Consultant	Initial Approved Value (Ex GST)	Total Cost (Ex GST)	Start Date	Completion Date	Responsible Director
Infrastructure Plan for inclusion of 3 year old kindergarten from 2022 onward	WYE CONSULTING	Andrew Smale	\$33,500	\$33,500	2/12/2019	9/06/2020	Director, Community Services
Monash Aquatic Recreation Centre Redevelopment Dynamic Financial Modelling	THE KINETICA GROUP PTY LTD	Dean Brostek	\$36,000	\$40,500	14/10/2019	30/06/2020	Director, Community Services
Sports Surfaces Condition Audit and Improvement Plan	SPORTSTURF CONSULTANTS AUST	Michael Robinson	\$26,610	\$26,860	1/10/2019	22/06/2020	Director, Community Services
Water Efficiency Feasibility study	RALF PFLEIDERER ENVIRONMENTAL CONSULTING	Ralph Pfleiderer	\$55,050	\$55,050	31/10/2018	22/04/2020	Director, Infrastructure
Review of Infrastructure Division Structure and Process as part of review of Strategic Asset Management Manager Contract	INFRAMANAGEMENT PTY LTD	Mario Galante	\$25,000	\$29,600	20/09/2019	17/03/2020	Director, Infrastructure
Flood Modelling Study 2020 for Orchard Street Drain, King Arthur Drive and Camelot Drain catchments	ENGENY WATER MANAGEMENT PTY LTD	Nick Andrewes	\$50,000	\$30,517	1/05/2020	30/06/2020	Director, Infrastructure
Conduct Short Pulse Survey on Community Satisfaction with Council 2019	JWS RESEARCH PTY LTD	Mark Zuker	\$25,850	\$25,850	1/10/2019	30/06/2020	Executive Manager Communications
Annual Community Satisfaction Survey	METROPOLIS RESEARCH PTY LTD	Dale Hubner	\$47,725	\$47,725	15/02/2020	15/06/2020	Executive Manager Communications

Current Consultancy Engagements for the period ending 30 June 2020

Description of Project	Consultancy	Principal Consultant	Initial Approved Value (Ex GST)	Total Cost as at 30/06/2020 (Ex GST)	Start Date	Completion Date	Responsible Director
Quantity Surveying Services – Detailed Design Mixed Use Multi Level Car Park, Montclair Avenue, Glen Waverley	RIDER LEVETT BUCKNALL	Arif Uzay	\$108,500	\$19,000	1/09/2019	On Hold	Director, City Development
Detailed Design Phase 1- Mixed Use Multi Level Car Park, Montclair Avenue, Glen Waverley	WARREN AND MAHONEY ARCHITECTS AUSTRALIA PTY LTD	Richard Weinman	\$903,394	\$262,481	1/09/2019	On Hold	Director, City Development
Economic Research Report – Monash Economy 2020	I D CONSULTING	Rob Hall	\$15,000	\$13,000	20/05/2020	In Progress	Director, City Development
Business Master Class Program	PERCOLATE PTY LTD	Mike Harley	\$10,000	\$8,000	27/05/2020	In Progress	Director, City Development
Glen Waverley Civic Precinct and Library - Redevelopment Options - Feasibility Study	ARM ARCHITECTURE	Jesse Judd	\$150,000	\$0	3/06/2020	In Progress	Director, City Development
Waverley Women's Sports Precinct Plan - Consultancy	INSIGHT LEISURE PLANNING	Jayson Moran	\$136,800	\$110,760	13/05/2019	In Progress	Director, Community Services
Oakleigh Community Hub Feasibility Study	MICHELLE READ	Michelle Read	\$44,800	\$0	22/06/2020	In Progress	Director, Community Services
Integrated Cultural Precinct Feasibility Study for the Monash Gallery of Art	The MAYTRIX GROUP	Sharyn May	\$284,422	\$150,218	1/12/2019	In Progress	Director, Community Services
Integrated Cultural Precinct Feasibility Study for the Monash Gallery of Art - Stage 3	MGS ARCHITECTS PTY LTD	Eli Giannini	\$90,455	\$0	1/06/2020	In Progress	Director, Community Services
Development of the Mount Waverley Reserve Masterplan	INSIGHT LEISURE PLANNING	Jayson Moran	\$115,000	\$28,750	1/01/2020	In Progress	Director, Community Services

Facilitated workshops using deliberative democracy techniques to develop a vision, purpose, recommendations and finalisation of the Community Engagement Policy	MOSAICLAB PTY LTD	Keith Greaves	\$19,990	\$9,995	23/04/2020	In Progress	Executive Manager Communications
---	-------------------	---------------	----------	---------	------------	-------------	----------------------------------