

3.2 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 31 December 2021.

INTRODUCTION

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

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; 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 31 December 2021 are attached for noting by Council.

Completed Consultancy Engagements for the period ending 31 December 2021

Description of Project	Consultancy	Initial Approved Value (Ex GST)	Total Cost (Ex GST)	Start Date	Completion Date	Responsible Director
Development of the Mount Waverley Reserve Masterplan	INSIGHT LEISURE PLANNING	\$115,000	\$115,000	1/01/2020	30/11/2021	Director, Community Services
Glen Waverley Sports Hub (North East Link Project (NELP) Monash Tennis Centre Project) Client Led Services	ANDERSON COLLAB	\$99,500	\$128,800	16/12/2020	30/07/2021	Director, Community Services
Active Recreation Opportunities Strategy	INSIDE EDGE SPORT AND LEISURE PLANNING PTY LTD	\$52,300	\$56,500	14/10/2020	30/11/2021	Director, Community Services
Conservation Management Plans (inc Biodiversity Monitoring) for Damper Creek, Valley Reserve and Glen Waverley Golf Course	PRACTICAL ECOLOGY PTY LTD	\$45,455	\$41,320	1/04/2021	12/07/2021	Director, Infrastructure and Environment
Provide expert advice on the visual and landscaping discipline as relevant to the Suburban Rail Loop East Environment Effects Statement (EES) process.	SCENIC SPECTRUMS PTY LTD	\$43,428	\$23,050	8/07/2021	22/07/2021	Director, Infrastructure and Environment
Prepare the development of a Strategic Workforce Plan to meet the Local Government Act 2020 obligations, including external benchmarking and research requirements.	DAVIDSON EXECUTIVE & BOARDS PTY LTD	\$81,818	\$103,306	1/07/2021	25/11/2021	Executive Manager People and Culture

Current Consultancy Engagements for the period ending 31 December 2021

Description of Project	Consultancy	Initial Approved Value (Ex GST)	Total Cost as at 31/12/2021 (Ex GST)	Start Date	Completion Date	Responsible Director
Preparation of an Urban Design Framework for Dandenong Road and Springvale Road major boulevards in Monash	TRACT CONSULTANTS PTY LTD	\$97,500	\$63,000	28/09/2020	In Progress	Director, City Development
Development of Policy & Guidelines for Student and Shared Accommodation and Development of a planning Assessment Training Program	SGS ECONOMICS & PLANNING PTY LTD	\$72,727	\$56,325	1/03/2021	In Progress	Director, City Development
Commercial Property Advice Suburban Rail Loop Authority	M21 ADVISORY PTY LTD	\$44,280	\$40,073	1/09/2020	in progress	Director, City Development
Provide expert advice on the urban design discipline as relevant to the Suburban Rail Loop East Environment Effects Statement (EES) process.	HANSEN PARTNERSHIP PTY LTD	\$45,455	\$13,575	13/12/2021	In Progress	Director, City Development
Provide advice on Open Space & Affordable Housing Strategies	SGS ECONOMICS & PLANNING PTY LTD	\$35,000	\$22,500	12/11/2021	In Progress	Director, City Development
Development of the Business and Customer Service Standards for Council's three leisure and aquatic centres	BON GOLF PTY LTD	\$600,000	\$204,845	1/03/2020	In Progress	Director, Community Services
Development of a four year Monash Reconciliation Framework and Action Plan	INDIGENOUS EMPLOYMENT PARTNERS	\$31,818	\$16,235	1/07/2021	In Progress	Director, Community Services
Jack Edwards Reserve Pavilion Redevelopment	OCIO	\$15,080	\$0	16/12/2021	In Progress	Director, Community Services

Oakleigh Golf Course Review	INSIDE EDGE SPORT AND LEISURE PLANNING PTY LTD	\$100,000	\$94,470	15/11/2021	In Progress	Director, Community Services
Provide expert advice on the traffic and transport discipline as relevant to the Suburban Rail Loop East Environment Effects Statement (EES) process	TRAFFIX GROUP PTY LTD	\$45,455	\$0	20/12/2021	In Progress	Director, Infrastructure and Environment
Provide expert advice on the traffic and transport discipline as relevant to the Suburban Rail Loop East Environment Effects Statement (EES) process	MCDUGALL, WILLIAM RODERICK	\$45,455	\$3,500	11/11/2021	In Progress	Director, Infrastructure and Environment
Provide expert advice on the rail infrastructure discipline as relevant to the Suburban Rail Loop East Environment Effects Statement (EES) process.	RANBURY MANAGEMENT GROUP PTY LTD	\$45,455	\$5,450	4/01/2022	In Progress	Director, Infrastructure and Environment
Undertake a feasibility study into the effectiveness of reusable nappy programs in Council communities to reduce waste to landfill	WSP AUSTRALIA PTY LTD	\$119,995	\$11,550	1/11/2021	In Progress	Director, Infrastructure and Environment
Undertake focus groups, randomised survey and analysis of results of community wide survey – as part of the community engagement around weekly food waste bin collection	JWS RESEARCH PTY LTD	\$98,450	\$0	24/12/2021	In Progress	Director, Infrastructure and Environment
Conservation Management Plans (inc Biodiversity Monitoring) for Oakleigh Golf Course, Bogong Reserve & Mulgrave Reserve	PRACTICAL ECOLOGY PTY LTD	\$36,000	\$0	1/09/2021	In Progress	Director, Infrastructure and Environment