

3.2 CONSULTANCY REGISTER 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 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.

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 31 December 2020 are attached for noting by Council.

Completed Consultancy Engagements for the period ending 31 December 2020

Description of Project	Consultancy	Principal Consultant	Initial Approved Value (Ex GST)	Total Cost (Ex GST)	Start Date	Completion Date	Responsible Director
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	\$19,990	23/04/2020	30/07/2020	Executive Manager Communications
Glen Waverley Civic Precinct and Library - Redevelopment Options - Feasibility Study	ARM ARCHITECTURE	Jesse Judd	\$150,000	\$150,000	3/06/2020	18/09/2020	Director, City Development

Current Consultancy Engagements for the period ending 31 December 2020

Description of Project	Consultancy	Principal Consultant	Initial Approved Value (Ex GST)	Total Cost as at 31/12/2020 (Ex GST)	Start Date	Completion Date	Responsible Director
Mount Waverley Activity Centre Precinct Plan	TRACT CONSULTANTS PTY LTD	Michael Natoli	\$125,750	\$124,095	20/07/2018	In Progress	Director, City Development
Waverley Women's Sports Precinct Plan - Consultancy	INSIGHT LEISURE PLANNING	Jayson Moran	\$136,800	\$138,120	13/05/2019	In Progress	Director, Community Services
Oakleigh Community Hub Feasibility Study	THE TRUSTEE FOR R & R FAMILY TRUST	Michelle Read	\$44,800	\$24,640	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	\$274,195	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	\$90,863	1/06/2020	In Progress	Director, Community Services
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
Development of the Mount Waverley Reserve Masterplan	INSIGHT LEISURE PLANNING	Jayson Moran	\$115,000	\$86,250	1/01/2020	In Progress	Director, Community Services
Preparation of an Urban Design Framework for Dandenong Road and Springvale Road major boulevards in Monash	TRACT CONSULTANTS PTY LTD	Nathan Collins	\$97,500	\$10,650	28/09/2020	In Progress	Director, City Development
Walking & Cycling Infrastructure - Waverley Rail Trail - Jordanville Station to Carmel Avenue, Mount Waverley	O'BRIEN TRAFFIC	Matt Harridge	\$30,000	\$11,500	6/01/2021	In Progress	Director, Infrastructure and Environment
Glen Waverley Sports Hub (NELP Tennis Project) Client Led Services	ANDERSON COLLAB	Virginia Anderson	\$99,500	\$0	16/12/2020	In Progress	Director, Community Services
Active Recreation Opportunities Strategy	INSIDE EDGE SPORT AND LEISURE PLANNING PTY LTD	Jake McGinn & Gavin Jordan	\$52,300	\$10,460	14/10/2020	In Progress	Director, Community Services
Contract to develop and deliver service standard training to all staff, including annual monitoring and reporting on the performance of all leisure centres (3Yrs + Optional 3Yr extension \$100kp.a.)	BON GOLF PTY LTD	Michael Ryle	\$600,000	\$96,566	1/03/2020	In Progress	Director, Community Services

Commercial property advice suburban rail authority	M21 ADVISORY PTY LTD	James Cain	\$44,280	\$16,400	1/09/2020	in progress	Director, City Development
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