

3.2 CONSULTANCY REPORT

Responsible Senior 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 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 30 June 2021 are attached for noting by Council.

Completed Consultancy Engagements for the period ending 30 June 2021

Description of Project	Consultancy	Initial Approved Value (Ex GST)	Total Cost (Ex GST)	Start Date	Completion Date	Responsible Director
Mount Waverley Activity Centre Precinct Plan	TRACT CONSULTANTS PTY LTD	\$125,750	\$130,150	20/07/2018	31/01/2021	Director, City Development
Quantity Surveying Services – Detailed Design Mixed Use Multi Level Car Park, Montclair Avenue, Glen Waverley	RIDER LEVETT BUCKNALL	\$108,500	\$23,000	1/09/2019	29/06/2021	Director, City Development
Detailed Design Phase 1- Mixed Use Multi Level Car Park, Montclair Avenue, Glen Waverley	WARREN AND MAHONEY ARCHITECTS AUSTRALIA PTY LTD	\$903,394	\$262,481	1/09/2019	29/06/2021	Director, City Development
Waverley Women's Sports Precinct Plan	INSIGHT LEISURE PLANNING	\$136,800	\$138,120	13/05/2019	2/05/2021	Director, Community Services
Oakleigh Community Hub Feasibility Study	THE TRUSTEE FOR R & R FAMILY TRUST	\$44,800	\$44,800	22/06/2020	30/06/2021	Director, Community Services
Integrated Cultural Precinct Feasibility Study for the Monash Gallery of Art	The MAYTRIX GROUP	\$284,422	\$414,626	1/12/2019	30/03/2021	Director, Community Services
Integrated Cultural Precinct Feasibility Study for the Monash Gallery of Art - Stage 3	MGS ARCHITECTS PTY LTD	\$90,455	\$90,863	1/06/2020	30/03/2021	Director, Community Services
Aged Care Reform Project	REBECCA SMITH	\$36,000	\$36,000	11/01/2021	30/06/2021	Director, Community Services
Age Friendly Monash	JWS RESEARCH PTY LTD	\$20,000	\$25,455	6/04/2021	30/06/2021	Director, Community Services
Joint Flood Modelling Project with Melbourne Water 20/21	MELBOURNE WATER	\$37,500	\$47,596	1/07/2020	29/06/2021	Director, Infrastructure and Environment

Current Consultancy Engagements for the period ending 30 June 2021

Description of Project	Consultancy	Initial Approved Value (Ex GST)	Total Cost as at 30/06/2021 (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	\$35,145	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	\$20,447	1/03/2021	In Progress	Director, City Development
Commercial Property Advice Suburban Rail Loop Authority	M21 ADVISORY PTY LTD	\$44,280	\$34,140	1/09/2020	in progress	Director, City Development
Development of the Mount Waverley Reserve Masterplan	INSIGHT LEISURE PLANNING	\$115,000	\$86,250	1/01/2020	In Progress	Director, Community Services
Glen Waverley Sports Hub (North East Link Project (NELP) Monash Tennis Centre Project) Client Led Services	ANDERSON COLLAB	\$99,500	\$92,700	16/12/2020	In Progress	Director, Community Services
Active Recreation Opportunities Strategy	INSIDE EDGE SPORT AND LEISURE PLANNING PTY LTD	\$52,300	\$35,580	14/10/2020	In Progress	Director, Community Services
Development of the Business and Customer Service Standards for Council's Three Leisure and Aquatic Centres	BON GOLF PTY LTD	\$600,000	\$177,753	1/03/2020	In Progress	Director, Community Services

Monash Public Library Service Focus Group	THE TRUSTEE FOR R & R FAMILY TRUST	\$15,000	\$6,253	5/04/2021	In Progress	Director, Community Services
Walking & Cycling Infrastructure - Waverley Rail Trail - Jordanville Station to Carmel Avenue, Mount Waverley	O'BRIEN TRAFFIC	\$30,000	\$11,500	6/01/2021	In Progress	Director, Infrastructure and Environment
Conservation Management Plans (inc Biodiversity Monitoring) for Damper Creek, Valley Reserve and Glen Waverley Golf Course	PRACTICAL ECOLOGY PTY LTD	\$45,455	\$35,810	1/04/2021	In Progress	Director, Infrastructure and Environment