

Senate Finance and Public Administration Legislation Committee
ANSWERS TO QUESTIONS ON NOTICE
Supplementary Budget Estimates 2011-12

Prime Minister and Cabinet portfolio

Department/Agency: Office of the Official Secretary to the Governor-General

Program 1: Support for the Governor-General and Official Activities

Outcome 1: The performance of the Governor-General's role is facilitated through the organisation and management of official duties, management and maintenance of the official household and property and administration of the Australian Honours and Awards system.

Topic: Consultancies

Senator: RYAN

Question reference number: PM137

Type of Question: Written

Date set by the committee for the return of answer: 2 December 2011

Number of Pages: 6

Question:

1. How many consultancies were undertaken in 2010-11? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.
2. Were there any changes to any of the portfolio's tenders in 2010-11? Detail any changes
3. How many consultancies have been undertaken or are underway this FYTD? Identify the name of the consultant, the subject matter of the consultancy, the duration and cost of the arrangement, and the method of procurement (ie. open tender, direct source, etc). Also include total value for all consultancies.
4. Does each department and agency stand by its current tenders on the Austenders website? Have any changes or corrections been made for any tenders advertised on to Government Tenders website(www.tenders.gov.au) for tenders advertised this financial year? Explain. Are up to date with reporting requirements?
5. How many consultancies are planned for this calendar year? Have these been published in your Annual Procurement Plan (APP) on the AusTender website and if not why not? In each case please identify the subject matter, duration, cost and method of procurement as above, and the name of the consultant if known.

Answer:

1. A total of 45 consultancies were undertaken in 2010-11 (see Annual Report 2010-11 p.52 for total amount spent on consultancies) The specific detail of the engagements are as per table below:

Date	Consultant Name	Subject Matter	Cost (inc GST)	Method of Procurement	Justification
1/07/2010	Taylor Brammer landscape Architects	Landscape Architects	\$2,675.75	Direct	Needed for specialised or professional skills
1/07/2010	Harris Hobbs Landscape Architectural Services	Landscape Architects	\$2,750.00	Direct	Needed for specialised or professional skills
1/07/2010	Northrop	Engineers	\$1,870.00	Direct	Needed for specialised or professional skills
1/07/2010	Northrop	Engineers	\$1,144.00	Direct	Needed for specialised or professional skills
30/07/2010	Northrop	Engineers	\$1,870.00	Direct	Needed for specialised or professional skills
31/07/2010	Taylor Brammer landscape Architects	Landscape Architects	\$1,061.50	Direct	Needed for specialised or professional skills
31/07/2010	Lovell Chen	Heritage Architects	\$1,907.70	Direct	Needed for specialised or professional skills
2/08/2010	Australian Tree Consultants	Horticulture	\$2,860.00	Direct	Needed for specialised or professional skills
4/08/2010	Harris Hobbs Landscape Architectural Services	Landscape Architects	\$3,575.00	Direct	Needed for specialised or professional skills
31/08/2010	Northrop	Engineers	\$385.00	Direct	Needed for specialised or professional skills
31/08/2010	Taylor Brammer landscape Architects	Landscape Architects	\$5,417.50	Direct	Needed for specialised or professional skills
31/08/2010	Northrop	Engineers	\$6,600.00	Direct	Needed for specialised or professional skills
31/08/2010	Northrop	Engineers	\$825.00	Direct	Needed for specialised or professional skills

31/08/2010	Northrop	Engineers	\$385.00	Direct	Needed for specialised or professional skills
23/09/2010	Tanner Architects	Heritage Architects	\$5,511.00	Direct	Needed for specialised or professional skills
28/09/2010	Australian Tree Consultants	Horticulture	\$795.00	Direct	Needed for specialised or professional skills
30/09/2010	Synergy Group	Financial Services	\$6,600.00	Direct	Needed for specialised or professional skills
30/09/2010	Northrop	Engineers	\$1,375.00	Direct	Needed for specialised or professional skills
30/09/2010	Northrop	Engineers	\$3,025.00	Direct	Needed for specialised or professional skills
30/09/2010	Northrop	Engineers	\$693.00	Direct	Needed for specialised or professional skills
1/10/2010	Tanner Architects	Heritage Architects	\$3,740.00	Direct	Needed for specialised or professional skills
14/10/2010	Australian Tree Consultants	Horticulture	\$495.00	Direct	Needed for specialised or professional skills
15/10/2010	Tanner Architects	Heritage Architects	\$2,101.00	Direct	Needed for specialised or professional skills
8/11/2010	Synergy Group	Financial Services	\$2,200.00	Direct	Needed for specialised or professional skills
13/11/2010	Tanner Architects	Heritage Architects	\$4,504.50	Direct	Needed for specialised or professional skills
20/11/2010	Harris Hobbs Landscape Architectural Services	Landscape Architects	\$4,037.50	Direct	Needed for specialised or professional skills
29/11/2010	Northrop	Engineers	\$2,310.00	Direct	Needed for specialised or professional skills
30/11/2010	Lovell Chen	Heritage Architects	\$2,310.00	Direct	Needed for specialised or professional skills

30/11/2010	Northrop	Engineers	\$4,180.00	Direct	Needed for specialised or professional skills
30/11/2010	Taylor Brammer landscape Architects	Landscape Architects	\$440.00	Direct	Needed for specialised or professional skills
20/12/2010	Lovell Chen	Heritage Architects	\$924.00	Direct	Needed for specialised or professional skills
28/01/2011	Northrop	Engineers	\$440.00	Direct	Needed for specialised or professional skills
31/01/2011	Cordelta	Information technology	\$7,700	Direct	Needed for specialised or professional skills
31/01/2011	Taylor Brammer landscape Architects	Heritage Architects	\$965.25	Direct	Needed for specialised or professional skills
31/01/2011	Taylor Brammer landscape Architects	Heritage Architects	\$1,100.00	Direct	Needed for specialised or professional skills
31/01/2011	Lovell Chen	Heritage Architects	\$12,037.50	Direct	Needed for specialised or professional skills
21/02/2011	Lovell Chen	Heritage Architects	\$2,310.00	Direct	Needed for specialised or professional skills
21/02/2011	Lovell Chen	Heritage Architects	\$924.00	Direct	Needed for specialised or professional skills
28/02/2011	Northrop	Engineers	\$962.50	Direct	Needed for specialised or professional skills
21/03/2011	Tanner Architects	Heritage Architects	\$1,155.00	Direct	Needed for specialised or professional skills
28/03/2011	Lovell Chen	Heritage Architects	\$231.00	Direct	Needed for specialised or professional skills
31/03/2011	Lovell Chen	Heritage Architects	\$231.00	Direct	Needed for specialised or professional skills
28/04/2011	Lovell Chen	Heritage Architects	\$1,980.00	Direct	Needed for specialised or professional skills

10/05/2011	Hughes Trueman	Heritage management	\$4,543.00	Direct	Needed for specialised or professional skills
23/05/2011	Harris Hobbs Landscape Architectural Services	Landscape Architects	\$2,200.00	Direct	Needed for specialised or professional skills

please note: as all were minor, short term procurements, duration data is not readily available.

2. No.

3. A total of 7 consultancies have been undertaken for the 2011-12 YTD with a total value of \$27,105:

Date	Consultant Name	Subject Matter	Cost (inc GST)	Method of Procurement	Justification
15/07/2011	Tanner Architects	Heritage Architects	\$3,295	Direct	Needed for specialised or professional skills
15/08/2011	Tanner Architects	Heritage Architects	\$550	Direct	Needed for specialised or professional skills
31/08/2011	Taylor Brammer Landscape Architects	Heritage Architects	\$3,300	Direct	Needed for specialised or professional skills
13/09/2011	Tanner Architects	Heritage Architects	\$10,780	Direct	Needed for specialised or professional skills
26/09/2011	Synergy Group	Financial Services	\$7,200	Direct	Needed for specialised or professional skills
28/09/2011	Northrop	Engineers	\$660	Direct	Needed for specialised or professional skills
17/10/2011	Taylor Brammer Landscape Architects	Heritage Architects	\$1,320	Direct	Needed for specialised or professional skills

4. Yes, No, Yes

5. Consultancies have not been specifically planned for. Although a number of consultancies will be undertaken as and when required. They do not form part of the Annual Procurement Plan (APP), because they are not considered significant procurement activity.