



Inquiry based on ANAO Report No. 19 (2017-18)
Australian Government Procurement Contract Reporting

Complementary Submission Guidance

This document is complementary to the Terms of Reference and has been produced to assist submitters prepare their respective input to the inquiry.

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| 1. Effectiveness of Commonwealth procurement policy and guidance |
| <ul style="list-style-type: none"> • definitions – (consultancy contracts) and (non-consultancy contracts* – that being labour directly procured by a Commonwealth entity as well as through on-hire labour firms) • reporting requirements – including value-for-money |
| <i>Clarity and appropriateness of the definitions in the Commonwealth’s policy and guidance materials to determine a consultancy or non-consultancy service and corresponding contract</i> |
| <i>Adequacy of the available guidance to support decision-makers to identify when it is appropriate and necessary to enter into a consultancy or a non-consultancy contract</i> |
| <i>Clarity of the reporting requirements in the Commonwealth’s policy and guidance materials to identify and report either a consultancy or non-consultancy contract</i> |
| <i>Transparency of the Commonwealth’s reporting requirements with regard to value-for-money considerations and outcomes</i> |
| <i>Suggested areas for adjustment and/or improvement to the Commonwealth’s current procurement policy and guidance materials</i> |

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| 2. Use of consultancy and non-consultancy services in the APS |
| <ul style="list-style-type: none"> • trend data – costs, expenditure and reasons |
| <i>Drivers of the use of consultancy services and non-consultancy services</i> |
| <i>Expenditure data on consultancy services and non-consultancy services in the Commonwealth</i> |
| <i>Costs associated with the use of consultancy services and non-consultancy services (and related transparency and accountability)</i> |
| <i>Categories of service (for example, management advisory services) for which consultancy services are frequently engaged</i> |
| <i>Categories of service for which non-consultancy services are frequently engaged</i> |

*Throughout this guidance document, references to ‘non-consultancy contracts’ and/or ‘non-consultancy services’ encompass labour directly procured by a Commonwealth entity as well as through on-hire labour firms.

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| 3. Transparency of reporting Commonwealth procurement |
| <ul style="list-style-type: none"> • appropriateness of reporting arrangements • consistency of reporting across the Commonwealth |
| <p><i>Level of transparency in the Commonwealth's reporting for consultancy and non-consultancy contracts (including for contract: value, expenditure, duration; and type of service engaged)</i></p> <p><i>Effectiveness of the Commonwealth's reporting requirements and arrangements to foster consistent reporting across the Commonwealth</i></p> <p><i>Accessibility to, and availability of, consolidated reporting for both consultancy and non-consultancy contracts (value, expenditure, categories of service)</i></p> <p><i>AusTender – quality and usefulness of data captured, and reporting functionality</i></p> <p><i>Suggested areas for adjustment and/or improvement to the Commonwealth's current procurement reporting requirements and arrangements</i></p> |

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| 4. Australian Public Service capability and capacity |
| <ul style="list-style-type: none"> • costs and opportunities for savings • performance and effectiveness |
| <p><i>Effects on Commonwealth agencies' (and APS more broadly) capability and capacity</i></p> <p><i>Effects on Commonwealth agencies' (and APS more broadly) performance and delivery outcomes</i></p> <p><i>To what extent are:</i></p> <ul style="list-style-type: none"> • <i>consultancy contracts being used to deliver core APS functions; and</i> • <i>non-consultancy contracts being used to deliver core APS functions.</i> <p><i>Changes to the extent and nature of the use of consultancy services and non-consultancy services in the APS (for the previous 5 years, 2012–13 to 2016–17)</i></p> <p><i>Associated benefits</i></p> <p><i>Associated risks – including risk minimisation and management</i></p> <p><i>Unforeseen or unintended consequences</i></p> <p><i>Opportunities to address any issues identified, including:</i></p> <ul style="list-style-type: none"> • <i>potential models or mechanisms to address APS capability;</i> • <i>how to more efficiently engage with consultancy and non-consultancy services, and improve value for money outcomes; and</i> • <i>how opportunities for savings would be best achieved.</i> |

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| 5. Jurisdictional comparison and lessons |
| <ul style="list-style-type: none"> • practices and outcomes of other Australian or international jurisdictions |