



**Chris Steel MLA**

Minister for Transport and City Services

Minister for Skills

Special Minister of State

Member for Murrumbidgee



Mr Craig Sloan  
Chair, Board of Directors  
Canberra Institute of Technology

[cjsloan@kpmg.com.au](mailto:cjsloan@kpmg.com.au)

Dear Mr Sloan, *Craig*

I write in relation to Canberra Institute of Technology (CIT) contract 2022.GS3003590.220, which has recently been notified on the Tenders ACT Contracts Register.

This contract commits CIT to \$4.99 million in expenditure from 2022 to 2024 on professional services via a provider who has been engaged on multiple prior contracts with the Institute. According to external analysis of the ACT contracts register, this will bring CIT's expenditure with this provider to more than \$8 million since 2018.

In March 2021 I wrote to you seeking clarification of the nature of the first four contracts and how they contributed to the efficient, effective delivery of CIT's mission to deliver high quality skills and training for the Canberra community. In my subsequent discussions directly with you, and between my office and CIT's CEO, the government flagged concerns that these contracts may not represent efficient use of public funds in line with community expectations.

I am therefore concerned that CIT has entered into another, significantly larger contract with this provider, following those discussions and advice. I have reviewed the tender documentation and contract for this procurement and am unable to determine the specific work to be delivered through it, based on the use of jargon and an ill-defined statement of requirements.

I seek your advice on the following matters in line with my responsibilities as Minister for Skills:

- How and why has CIT determined that the work to be procured under this contract represents necessary, efficient and appropriate expenditure of public funds?

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- Specifically what will be delivered under the terms of this new contract, and what personnel will be involved in its delivery? Please provide a detailed itemised breakdown, of the kind provided in response to my correspondence of March 2021.
- What justification is there for such a large quantum of funding, at \$4.99 million, being used for change management services of this nature? Were lower cost alternatives considered?
- Given CIT has been procuring change management services from this external consultant since 2018, why has the Institute not recruited an in-house adviser or team to undertake this work at less expense than ongoing external consultancies?
- What oversight has the CIT Board had of services delivered under the prior contracts, and how have you assured yourselves that this expenditure represents ongoing value for money?
- Can the Board provide assurance that the procurement process for this contract was conducted with the highest levels of probity and impartiality? In particular, I seek your direct assurance that no representatives of the external provider – either directors or staff members – were involved in the preparation of tender documents, statements of requirements or other materials associated with the conduct of this tender.

I request that this advice be provided, in writing, by 14 June 2022.

Yours sincerely



Chris Steel MLA

CC:

Kate Lundy, Deputy Chair, Canberra Institute of Technology Board  
Leanne Cover, Chief Executive Officer, Canberra Institute of Technology