



**LEGISLATIVE ASSEMBLY**  
FOR THE AUSTRALIAN CAPITAL TERRITORY

STANDING COMMITTEE ON ENVIRONMENT AND TRANSPORT AND CITY SERVICES  
SUZANNE ORR MLA (CHAIR), CANDICE BURCH MLA (DEPUTY CHAIR), JAMES MILLIGAN MLA

**Inquiry into referred 2017–18 Annual and Financial Reports**  
**ANSWER TO QUESTION TAKEN ON NOTICE**  
**15 November 2018**

Asked by Ms Lee, Professor Kate Auty took on notice the following question:

In relation to: Graphic design consultancies

**Quotes sought for graphic design work, including comparison with contracts by EPSDD for work conducted.**

**PROFESSOR KATE AUTY:** The answer to the Member's question is as follows:–

During the 2017-18 financial year, the Office had a high number of reports to complete in relation to ministerial directions to undertake investigations. As such the Office initiated two separate contracts for graphic design. Both procurements adhered to legislative requirements and Government policies, seeking 3 or more quotes, evaluation via an appropriate panel and active contract management. Both contracts were pay for service arrangements to an agreed upper limit, not fixed price.

- 1) Contract of \$32,580.000 (including GST) commenced on 6 July 2017 with Cre8ive to provide graphic design services for 3 reports:
  - a. the Implementation Status Report on ACT Government's Climate Change Policy (117 pages),
  - b. the 2016-17 Annual Report (58 pages), and
  - c. the independent Audit of the Gungahlin Strategic Assessment (72 pages).

This price also included the creation of infographics for all of the reports and printing of the Implementation Status Report (80 copies) and the 2016-17 Annual Report (70 copies).

Quotes for this project were sought from 4 consultancies (3 is the minimum required for quotes between \$25,000 and \$200,000). The successful proponent was not the most expensive of the 4 quotes received.

The contract finished below upper limit budget, no variations demonstrating quality and value for money.

- 2) Contract of \$71,665.00 (including GST) commenced on 21 March 2018 with Cre8ive to provide graphic design services for reports from 2018-21. This has included 4 reports so far:
  - a. the Independent Audit of the Molonglo Valley Strategic Assessment (128 pages),
  - b. Unfantastic Plastic – Review of the ACT Plastic Shopping Bag Ban (71 pages),
  - c. The 2017-18 Annual Report (81 pages), and

- d. Lower Cotter Catchment Restoration Evaluation (yet to be finalised but approximately 160 pages).

This procurement was undertaken via the ACT Government Vendor Panel arrangement.

The work included design of infographics for all 4 reports and printing of the 4 reports (a. 30 copies, b. 100 copies, c. 70 copies, d. not yet printed).

Quotes for this project were sought from 3 consultancies (3 is the minimum required for quotes between \$25,000 and \$200,000).

The contract is running on budget with no variations to date, high quality of work received to date and effective contractor relationships experienced.

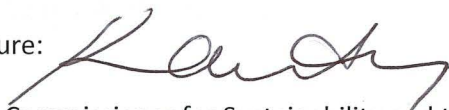
The companies sent the requests for quote for both graphic design contracts were Canberra-based consultancies.

In terms of comparison with similar graphic work undertaken within the Environment, Planning and Sustainable Development Directorate (EPSDD), the Communications Team has a graphic designer on staff and thus in the financial year 2017-18, all required graphic design work was completed internally. Please note the only graphic design contract in the EPSDD Annual Report (page 225, Cre8ive Australasia Pty Ltd for \$32,580.00) is a duplication of the one reported in the OCSE Annual Report and outlined above.

My role is an independent statutory position and therefore the reports that my Office produces are not required to adhere to the style guides which are mandatory for EPSDD. In addition, as an independent authority, it is not appropriate for my Office to use graphic design services from the Communications team within EPSDD.

Approved for circulation to the Standing Committee on Environment and Transport and City Services

Signature:



Date: 26 November 2018

By the Commissioner for Sustainability and the Environment, Professor Kate Auty