SCOPE OF SERVICES – WATER SERVICES

1. **Background**
	1. Water is a critical enabler to Defence capability. A resilient water supply is essential for activities such as firefighting, cooling of infrastructure and sustaining personnel in training, accommodation, offices and recreation.
	2. Defence facilities are located in almost every climatic zone in Australia, including some of the lowest rainfall and drought prone areas of the country. With forecasts indicating future climatic variability and regional shifts in precipitation, it is increasingly important that Defence considers water management holistically.
	3. The Commonwealth requires the Consultant to provide independent advice and assistance to ensure that Defence’s water management promotes its role as environmental steward, enhances capability, reduces costs and increases water security and resilience.
2. **Commonwealth Objectives**
	1. The objective of the Services is to support the effective management of water in relation to estate management and facilities and infrastructure design and construction. The role will encompass activities concerning water supply, storage, use/consumption and disposal in an efficient, ecologically sustainable and cost-effective manner.
	2. The Commonwealth’s water requirements include:
		1. Providing strategic, advisory or policy services in accordance with the timeframes outlined by the Commonwealth's Representative.
		2. Adhering to the Defence Estate Water Policy, including promoting the sustainable, efficient and effective use of water in support of capability and the estate lifecycle.
		3. Integrating water management holistically at a base/precinct/regional level to support water supply resilience and security, and obtain value for money outcomes as Defence seeks more sustainable and secure water.
		4. Auditing, measuring and monitoring Defence’s water consumption to ensure infrastructure and estate lifecycle processes perform as intended and are used to manage Defence’s water consumption effectively.
		5. Land use planning and building services related to water.
		6. Participation in the evaluation of Tenders for Commonwealth projects and assistance with the preparation of Tender Evaluation Board Reports.
		7. Achievement of required time and quality outcomes.
	3. The specific scope of Services for an Engagement will depend on the circumstances that arise at that point in the estate lifecycle.
3. **Skills and Qualifications**
	1. The Commonwealth requires suitably skilled persons to be offered by the Consultant, matched to the specific needs of the Services. The Consultant must have and maintain for the term of the Engagement an in-depth understanding of the Commonwealth's requirements set out in clause 2 and all relevant Statutory Requirements and policy frameworks for the Services, including any relevant applicable Australian and international standards and Commonwealth policies, which may include:
		1. The National Water initiative;
		2. Defence Environment and Heritage Manual;
		3. Defence Environmental Strategy;
		4. Smart Infrastructure Handbook;
		5. Defence website; and
		6. Contemporary Commonwealth and State/Territory policy and guidance that relates to water.
	2. The Consultant may be required to provide:
		1. specialist water policy or engineering expertise, public communication, town planning and environmental expertise;
		2. access to qualified water engineers, town planners, environmental specialists, engineers, spatial analysts and other expertise as required by the Engagement; and
		3. in-depth knowledge of and experience in the Services as outlined below.
4. **Services**
	1. The Consultant must be able to provide the following Services in accordance with the timeframes outlined by the Commonwealth's Representative:
		1. Provide strategic, advisory or policy advice, including to:
			1. provide expert advice on water policy, risks, emerging trends and issues relating to the effective management and use of water;
			2. provide advice on compliance matters including Statutory Requirements and policy compliance;
			3. review Defence policy manuals and guidelines, technical pamphlets and other material related to the administration of water on the Defence estate;
			4. assist or lead the design and development of new policy, or modification of existing policy, including the development of water management plans, implementation strategies, stakeholder consultation and monitoring;
			5. review and advise in relation to documents produced as part of the estate lifecycle (such as Estate Base Plans, Initial Business Cases, design documentation, environmental plans and other management plans);
			6. provide the Commonwealth with support to understand the implications and risks associated with existing and emerging technologies as they relate to water consumption and efficiency initiatives or the estate lifecycle.
		2. Provide training and advice to Commonwealth staff in the form of written reports and presentations on water-related topics including:
			1. water sensitive urban design;
			2. water management plans and systems optimisation;
			3. water efficiency products;
			4. water supply systems;
			5. irrigation systems;
			6. water recycling processes and systems; and
			7. other related areas.
		3. Provide specialist advice related to water planning, management and consumption on the Defence estate during land use planning, building construction, operations and maintenance, including:
			1. water security, climate change and water resilience;
			2. financial analysis and cost modelling, stakeholder engagement, performance review and reporting regimes;
			3. water sensitive urban design, water management plans and systems optimisation, water efficiency products, water supply systems, irrigation systems, water recycling processes and systems, and other related areas; and
			4. land use planning matters, site selection and building design matters, including the application of relevant Australian and International Standards;
		4. Undertake data modelling, auditing and performance verification services relating to water (including actual consumption and predicted efficiency) including:
			1. measurement, collection and analysis of water data;
			2. water profiling and forecasting or modelling of demand, supply and change; and
			3. compliance audits, and monitoring and validation as they relate to building design, site selection boards and infrastructure development; and
		5. Prepare and consolidate required documentation to assist the Commonwealth to meet Government reporting obligations relating to water.
5. **Meetings**
	1. The Consultant may be required to attend and participate in meetings as specified for a particular Engagement including project team meetings and meetings with stakeholders.
	2. The Consultant may be required to travel to Defence sites or other locations as part of delivering the Services.
6. **Deliverables**
	1. As specified for a particular Engagement including reports, presentations, papers, reviews and advices.
	2. Deliverables from the Consultant should be applied in an appropriate context to enhance the Commonwealth's decision making, reporting and public consultation.
7. **Technical Requirements**
	1. Any spatial data developed by the Consultant during the term of the Engagement is to meet the Security and Estate Group’s Spatial Data Management Plan (**SDMP**) and be uploaded into the Garrison Estate Management System and/or other platform specified within the SDMP. The SDMP is available externally on the internet at <https://www.defence.gov.au/business-industry/industry-governance/industry-regulations/spatial-data-management-plan>.
8. **Interpretation**
	1. Unless the context otherwise requires, capitalised terms in the Scope of Services or Brief will have the meaning given to them by the Defence Infrastructure Panel - Environment, Heritage and Estate Engineering 2020-2025 Terms of Engagement, Panel Conditions, Official Order, or the meaning given to them by the Commonwealth as published on the Defence website (https://www.defence.gov.au/business-industry), from time to time.