



FY2019/20 Practice Performance Survey

Working Document

Large Firms (>200 staff)

The following pages contain a hard copy of the questions that appear in the FY2019/20 Practice Performance Survey for Large Firms (that is those with **200 or more staff** in accordance with ABS definitions).

It is recommended that you work through the questions in this document prior to accessing the live survey to ensure that you have gathered all the necessary information — you will not be able to exit and return to the same survey instance.

When you are ready to upload your data you can access the live survey [here](#). *Note that surveys cannot be submitted on this form.*

A definition of terms used can be found [here](#).

If you have any questions, please contact Nicola Grayson, CEO at nicola@consultaustalia.com.au.

Welcome to the FY2019/20 Practice Performance Survey for Large Firms and thank you for your participation!

By completing this survey your business will be provided in return with industry data on the main test of business performance—return on investment—and on the factors that determine it. This will show you how your business' return achieved in 2019/20 compares with the average return earned by others in the industry, which you can use to inform your business strategy. The survey results also provide data on the size, structure, and performance of the industry as a whole. This information is used to develop and support the material Consult Australia puts to government (and others) to advance the interests of members. As a result, your participation in the survey will not only provide results that will help you to benchmark and improve your profitability; it will also help the advocacy work we do on your behalf.

This survey is for use by firms with 200 or more employees, if you have less than 200 employees please use the FY2019/20 Practice Performance Survey - Small and Medium Firm (1-199 staff) which can be accessed [here](#).

Data collection for this survey is open until close of business Friday 18 September 2020.

Confidentiality

The confidentiality of the information you supply has been safeguarded and all results are reported anonymously.

Data collection for this survey is run through a dedicated SurveyMonkey license. SurveyMonkey uses some of the most advanced technology for Internet security that is commercially available today – you can view the full security statement [here](#).

Help available

A hard copy of the survey, along with a full list of definitions of terms used, is available [here](#).

If you have any questions in regard to completing the survey, please contact Nicola Grayson, CEO, Consult Australia at nicola@consultaustralia.com.au

*** 1. Please provide your contact information below (this will be used to clarify any data queries)**

Name

Company

Email Address

Phone Number

2. Please specify the end date of the financial year you are reporting on.

3. Components of Income [\$]

(from Australian based activities)

Fees

Other income

Total income

4. Geographic Sources of Total Fees [%]. Please ensure the total = 100%.

New South Wales

Victoria

Queensland

South Australia

Western Australia

Tasmania

Northern Territory

Australian Capital Territory

Exports

5. Public and Private Sector Sources of Fees [%]. Please ensure the total = 100%

Commonwealth Government

State Government

Local Government

Australian Private Sector

Overseas Governments / Intergovernmental

Overseas Private Sector

6. Sources of Fees by Discipline [%]. Please ensure the total = 100%.

Civil Engineering

Structural Engineering

Geotechnical Engineering

Other Engineering (mechanical/chemical/electrical)

Planning

Environmental Services

Architecture

Project Management

Information Technology (ie BIM, GIS)

Management Consulting

Quantity Surveying

Technical (drafting/laboratory)

Building Services

Other

7. Sources of Fees by Market [%]. Please ensure the total = 100%.

Building / Construction

Building Services

Infrastructure

Industrial

Water

Waste

Environmental

Manufacturing

Mining

Energy

Oil and Gas

Information Technology and Communications

Other

8. Method of Project Delivery [%]. Please ensure the total = 100%.

Alliance

Public-Private Partnership

Build, Own, Operate

Design and Construct

Design, Construct and Maintain

Construct Only

Other Delivery Methods

9. Cost of Wages and Salaries [\$]

Management (nonpracticing)

Technical

Accounting and Administrative

Information Technology

Marketing, Communications and Business Development

Human Resources, Recruitment and L&D

Total wages and salaries

Total employment on-costs

Total employment costs

10. Other Costs [\$]

Payments to sub-contractors

Insurance

Travel and accommodation

Management

Technical

Accounting and administrative

Information technology and communications

Marketing and communications

Human resources (training etc)

Plant and equipment (excl IT)

Miscellaneous

Total of 'other' costs

*** 11. Profit [\$]**

Pre-tax profit

meaning: *total income*

(Q3) less total costs

(Q10)

12. Employment [Full Time Equivalent Number]

(as at last pay period of your financial year)

Principals

Technical personnel

Non technical personnel

Contract staff

Total working in business

13. Utilisation of Technical Personnel [Hours]

Billable technical hours

Non-billable technical hours

Total hours *billable + non-billable*

Utilisation % *billable hours divided by total hours*

14. Assets [\$]

(at end of your financial year)

Cash and deposits

Work in progress

Debtors

Other

Total current assets

Buildings

Plant and equipment

Other

Total non-current assets

Total assets *total current assets + non-current assets*

[Note: this should equal 'Total liability and equity' in Q15]

Backlog (in days)

15. Liabilities and equity [\$]
(at end of your financial year)

Creditors

Short-term loans from shareholders

Other short-term loans

Other

Total current liabilities

Long-term loans from shareholders

Other long-term loans

Other

Total non-current liabilities

Shareholders' equity

Total liability and equity *total current liabilities + non-current liabilities + shareholders' equity*

[Note: this should equal 'Total assets' in Q14]

16. Please confirm the numeric format used

- All numbers in full (ie ten thousand = 10,000)
- Numbers a 000's (ie ten thousand = 10)

17. Profit and Loss

Please attach a copy of the profit and loss statement that you have used to inform this survey. This will be used to clarify the data you've provided and cut down the need for follow up queries (please attach either pdf, doc, docx, png, jpg, jpeg, or gif).

Choose File

Choose File

No file
chosen

18. Balance Sheet

Please attach a copy of the balance sheet you have used to inform this survey. This will be used to clarify the data you've provided and cut down the need for follow up queries (please attach either pdf, doc, docx, png, jpg, jpeg, or gif).

Choose File

Choose File

No file
chosen

You have now completed the survey - thank you for taking the time to participate.