

Shire of
NANNUP
The Garden Village

A G E N D A

Special Council Meeting to be held
Thursday 9 December 2010

Shire of Nannup

NOTICE OF A SPECIAL COUNCIL MEETING

Dear Council Member,

At the request of the Shire President in accordance with Section 5.4 of the Local Government Act 1995 a Special Council Meeting of the Shire of Nannup will be held Thursday 9 December 2010 in the Council Chambers, Nannup commencing at 4pm.

A g e n d a

- 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
- 2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**
- 3. PUBLIC QUESTION TIME**
- 4. PETITIONS/DEPUTATIONS/PRESENTATIONS**
- 5. PROCESS FOR SELECTION OF CHIEF EXECUTIVE OFFICER**
- 6. CLOSURE OF MEETING**



**SHANE COLLIE
CHIEF EXECUTIVE OFFICER**

AGENDA NUMBER: 5.1
SUBJECT: Process of Selection – Chief Executive Officer
LOCATION/ADDRESS:
NAME OF APPLICANT:
FILE REFERENCE: PSN 22
AUTHOR: Shane Collie – Chief Executive Officer
DISCLOSURE OF INTEREST:
DATE OF REPORT: 8 December 2010

Attachments: 1. Local Government Operational Guidelines # 10.
 2. Advertisement for CEO Position.
 3. Fee Quotation – Fitzgerald Strategies.
 4. Vehicle Benefit Estimations (March 2010).
 5. List of Potential Relieving CEOs.

BACKGROUND:

As advised by email 7 December 2010 Council is required to formalise a process for the recruitment of a new Chief Executive Officer. Finish date for the current CEO will be the end of January 2011 (Friday 28 January 2011) with all meeting requirements addressed for that meeting cycle.

The Local Government Act, specifically Administration Regulation 18C reads as follows:

"The local government is to approve a process to be used for the selection and appointment of a CEO for the local government before the position of CEO of the local government is advertised."

This requirement presents a potential timing conflict given the approaching Christmas period and is the purpose behind the calling of the Special meeting today. To advertise before Christmas it really needs to be done this week, hence the confirmation of a recruitment process is the first step.

COMMENT:

Initially the Industry Standard guidelines for the appointment of a CEO are per attachment 1. If there is any doubt or advice needed these guidelines can assist. Likewise per recent email contact Mr Mike Fitzgerald, Council's normal Industrial Advisor has been contracted to undertake the recruitment process. The list of tasks to be undertaken and his fee is per attachment 3.

There should be a draft contract ready for tabling at today's meeting and Council will have ample opportunity to scrutinise this document and alter as seen fit. This document will only come into play when Council arrives at the preferred applicant stage. There are however some fundamental points that Council may wish to confirm at this stage which would impact on the content of the advertisement. These are:

1. Length of contract. The Local Government Act stipulates that contracts for CEOs (and other senior officers) are to be between 3 and 5 years. Council stipulated a 3 year contract for the position of Manager Development Services and consideration of this matter should be given as it may impact on the advertisement.
2. Salary package. Again a statutory requirement which must be included in advertising, notwithstanding there is scope to negotiate with the preferred applicant within a range specified. The current draft advertisement contains a package amount up to \$130,000 comprised of the following:

Salary (cash component)	\$100,000 per annum
Motor Vehicle	\$14,640 per annum
Employer Superannuation (up to)	\$9,000 per annum
Telephone (average Annual Cost)	\$500 per annum
Subsidised Housing Rent (\$80 per week)	\$4,160 per annum
Water (Average Annual Cost)	\$300 per annum
Electricity Subsidy	\$1,200 per annum
Gas Subsidy	\$200 per annum

The motor vehicle estimate is approximated from attachment 4 and is based on unrestricted private use. The subsidised house rental is based on housing being provided at Lot 233 Carey Street, market rental amount \$160 per week subsidised by 50%.

Hence the process suggested for the selection and appointment of a CEO is as per the recommendation to this item. Council may choose to add, alter as it sees fit.

A final point is that there is almost certainly going to be a period where an Acting CEO is required assuming that there is a time lag between the CEO appointment and commencement. At this stage that time lag is expected to be 2 months and steps are being taken to cover that period. Attachment 5 refers. A recommendation to Council on the appointment of an Acting CEO is likely at either the December 2010 or January 2011 ordinary meetings. Council's Manager Corporate Services has indicated he is not in a position to undertake this role.

STATUTORY ENVIRONMENT:

Local Government Act 1995 and Administration Regulation 18C.

POLICY IMPLICATIONS: Nil.

FINANCIAL IMPLICATIONS:

Council has a budget amount set aside for recruitment expenses which is likely to be exceeded. The initial costs will be the cost of the Industrial Advisor and advertising.

STRATEGIC IMPLICATIONS: Nil.

RECOMMENDATIONS:

1. That Council implements the following process for the recruitment of a Chief Executive Officer:
 - Advertising commencing 11 December 2010, West Australian newspaper. Position closing 14 January 2011.
 - Tasks to be undertaken per Industrial Advisor Fitzgerald Strategies Letter 7 December 2010 (Attachment 3).
 - Salary package to be maximum \$130,000.
 - Housing to be offered Lot 233 Carey Street.
 - Length of contract to be XXX years.

2. That Council be provided with a future report as soon as available in respect of the appointment of an Acting CEO for an approximate two month period February/March 2011.

VOTING REQUIREMENTS



**SHANE COLLIE
CHIEF EXECUTIVE OFFICER**

Appointing a CEO

LOCAL GOVERNMENT OPERATIONAL GUIDELINES

Number 10

August 2005



Department of Local Government
and Regional Development
Government of Western Australia

Appointing a CEO

1. Introduction

1. Selecting and appointing a CEO is one of the most important tasks elected members may undertake during their term of office. Choosing the right person is critical to the success of the council and the local government.
2. It is essential that correct processes are followed so that every opportunity is given to the candidates to put the appropriate information forward so the council can choose the person most suited to the position. It is important that elected members understand that when they appoint a CEO they are entering into a contractual relationship with the CEO. A commitment to trust and good faith by both parties will lead to an effective relationship between the council and the CEO. This guideline has been developed to assist councils to conduct an effective process when selecting their new CEO.

2. Legislation

3. There are three sections of the *Local Government Act 1995* (the Act) that have direct application to the appointment of a CEO. Section 5.36 of the Act requires a local government to employ a "suitably qualified" person to fill the position of CEO. Section 5.39 contains provisions for the contracts of CEOs. Section 5.40 requires that all employees are to be selected in accordance with the principles of merit and equity.
4. The principles of merit and equity refer to the process of filling vacancies whereby a thorough assessment is made of the candidates' skills, knowledge and abilities against the work related requirements of the vacancy. The process must be open, competitive and free from bias, unlawful discrimination, nepotism or patronage.
5. "Suitably qualified" is not defined in the legislation but the intention is not limited to academic qualifications. Through the position description and selection criteria the council needs to ensure that processes are in place to appoint the person that best meets the qualities required in terms of academic qualifications, experience, skills and knowledge.

3. Outsourcing the Recruitment Process

6. Depending on the size of the local government and the availability and skills of staff, outsourcing the recruitment process may be the best option.
7. Generally recruitment consultants provide a professional service and possess a wide range of knowledge and skills in staff recruitment. It is recommended that rigorous checks be conducted on any recruitment consultants before they are appointed to ensure they have the necessary skills and experience (local government recruitment experience would be beneficial) to effectively assist the council in its selection of a CEO.
8. An early decision needs to be made by council on whether it will handle the recruitment in-house or appoint a consultant to coordinate the appointment process. If a recruitment consultant is chosen, council should provide the consultant with a copy of these guidelines as part of the appointment process.

9. A recruitment consultant may be involved in the following aspects of the selection process:

- development or review of the position description;
- development of selection criteria;
- drafting of the advertisement;
- preliminary assessment of the applications;
- final shortlisting;
- drafting of the questions for interview;
- coordinating interviews; and
- finalising the contract.

10. If a decision is made to outsource the recruitment process it is imperative that the council maintains a high level of involvement in the process and enters into a formal agreement (contract) with the consultant. In order to manage the contract efficiently and ensure an effective outcome, regular contact with the consultant is required during the process.

4. Reviewing Necessary Documentation

11. There are two very important documents that need to be reviewed and approved by council prior to advertising the position. These are the Position Description Form and the Contract of Employment.

4.1 Position Description Form

12. The Position Description Form, particularly the selection criteria and performance criteria (where it is included in the Position Description Form) should be reviewed prior to advertising. The council, a committee of council or the consultant (if one is used) should undertake this task.
13. Council needs to determine what they want their CEO to do and whether the selection criteria will facilitate the appointment of a person with the appropriate set of skills. For example, it may be very important that a CEO work with diverse elements of the community such as developers, mine operators, Indigenous communities or other specific interest groups. Therefore, a selection criterion might be "Proven ability to work and negotiate with diverse groups in the community". If such a criteria is not included an assessment of the applicants' abilities in this area may be overlooked. This is why councils must decide when commencing the task of appointing a new CEO that the skills and qualities required are well understood and documented.
14. Selection criteria are generally classified as "essential" and "desirable". Applicants who are able to satisfy all the essential criteria should be considered for interview. If an application does not fully address the essential selection criteria the applicant should not be considered for interview. However, on occasions an application may be received where the applicant has the skills and experience which indicate a capacity to satisfy the essential selection criteria even though it is not clearly elaborated in the application. In these circumstances the application may warrant further consideration. Desirable criteria are not an essential requirement of the position. They are normally identified to attract applicants who may have a wider range of skills and experience which an employer would consider desirable.
15. Council may decide that it would be more appropriate to attract applicants with a wider range of knowledge, experience and management skills than just local government. If this is the case the selection criteria should accommodate this.

4.2 Performance Criteria

16. Performance criteria are quantitative and/or qualitative measures of performance. There are two broad categories of performance criteria. Those that have general application and apply at all times and specific criteria that apply for a limited period of time. An example of the first type would be, "Advice to council is relevant, accurate and timely." An example of the second type of performance criteria would be, "Calling of tenders for the new recreation centre is undertaken on time and in compliance with the law." It is obvious that the first is always going to be required, whereas at other times the local government will not be building a new recreation centre.
17. Council may set ongoing permanent performance criteria that will be included in the contract. The successful applicant needs to be informed that performance criteria relevant to a specific project/s will also be subject to annual negotiation. These will be assessed at least once during each year.
18. In setting performance criteria, council will need to determine what it is they want their CEO to do over and above legislative requirements. Councils need to be realistic in terms of their expectations and provide appropriate resources to facilitate achievement of performance criteria. The performance criteria must be consistent with the position description and the selection criteria.
19. It is not essential that performance criteria relating to a specific project/s are identified prior to the appointment but, if not, they must be identified very soon after so that the new CEO is aware of what is required of him or her in the coming year or years.

4.3 Contract of Employment

20. The council should review and amend, where necessary, the existing terms and conditions of the CEO contract before proceeding to advertise the position. In accordance with section 5.39(7) of the Act, a local government is to take into account the recommendations contained in the report of the Salaries and Allowances Tribunal as to the remuneration to be paid to a CEO.
21. It is also recommended that council obtains advice on the contract where alterations or amendments are proposed and there is the slightest doubt as to the meaning of those alterations or amendments.
22. The Department has worked with the Western Australian Local Government Association and Local Government Managers Australia to prepare a model contract. It is recommended that this model be used as the basis for the contract of employment with the new CEO. The model contract can be downloaded from the Department's website at www.dlgrd.wa.gov.au.

5. Advertising the Vacancy

23. Ideally, the position should be advertised as widely as possible to attract the best possible field. The minimum requirement for advertising under *Local Government (Administration) Regulation 18A(1)* is for the position to be advertised in a newspaper circulating generally throughout the State.
24. Regulation 18A(2) prescribes the minimum requirements to be included in an advertisement for the position of CEO.
25. The content and context of advertisements should be carefully considered. An attractive and well constructed advertisement is more likely to attract the interest of potential candidates.
26. A comprehensive application kit comprising documentation relevant to the vacant position should be developed and provided to potential applicants on request. Reference to, and instructions on how to access the kit should be included in the advertisement.

27. Allow sufficient time within the advertisement for potential applicants to prepare and forward applications. It is recommended that the position be open for a minimum of two weeks with a definite date and time after which applications will not be considered.

6. Confidentiality

28. From the beginning to the conclusion of the process, absolute confidentiality must be maintained by every person involved in the selection process. This cannot be emphasised enough, as any information which finds its way into the public domain before a recommendation is made to council may well compromise the selection process.
29. Council should consider the use of a confidentiality agreement, which requires all persons involved in the selection process to agree to appropriate levels of confidentiality.

7. Selection and Appointment Process

30. The selection and appointment process to be applied to a CEO position must be approved by council prior to advertising as prescribed under *Local Government (Administration) Regulation 18C*.
31. Extensive consideration should be given to the overall process, especially the shortlisting, whether preliminary interviews will be conducted and whether final interviews will be with full council. Council must be very clear about the methods, techniques and questions used during the selection process.
32. It is essential that the council manages the process professionally and members involved in the process have a thorough understanding of their roles and responsibilities.
33. Council may decide to establish a committee to coordinate the preliminaries of the selection process. This committee should liaise with the employment consultant if one is appointed.
34. The respective roles of a consultant, council committee, full council and an individual elected member must be clear.
35. Applicants should be shortlisted according to their capacity to address the relevant selection criteria. Where there is a large pool of applicants, the most competitive should be shortlisted for interview. It is the responsibility of the interview panel/selection committee to determine how many applicants it will interview. Their assessment must involve detailed consideration of the applications and may involve a preliminary interview.
36. Elected members may act as referees for applicants. This most often occurs when a person already employed by the local government applies for the CEO position. When this occurs it is recommended that the member provide a written referee report prior to interview (assuming the applicant is granted an interview).
37. Elected members should declare any previous association with a potential applicant at the time of shortlisting if they are part of the interview panel/selection committee established for the purpose. Similarly, if the interviews involve the full council, the elected member should make an appropriate declaration before the interviews commence. If a member's relationship with an applicant is significant and may result in claims of nepotism or patronage, the member should exclude themselves from the selection process.
38. Where rating scales and other scoring tools are used to assess the relative performance of applicants, it is important that all elected members and other members involved in the interview understand how these are applied so they produce meaningful results. The interview panel/selection committee may also consider using psychological or other testing as part of the selection process.

8. Conducting the Interview

39. The interview process can be challenging for both panel members and applicants.
40. It is a practice in local government that the full council be involved with the final interview and selection. This is perfectly understandable, as all members of council have to work closely with this person and trust them. Often, all elected members feel they need to be involved in the assessment and final selection. If this does not occur it is desirable that at the very least, all members of council have the opportunity to meet the recommended applicant prior to the appointment being considered by council.
41. Applicants should be provided with at least five working days notice of the impending interview wherever possible to allow them to adequately prepare for the interview. Obviously, if you are a council in regional Western Australia and are expecting an applicant to travel, then sufficient time needs to be allowed. Interviewing over a weekend may be an option.
42. It is important to provide an environment that puts the interviewee at ease and allows them to perform at the highest possible level. In this regard, consideration should be given to environmental factors such as location and lighting etc. A well organised process will ensure that everything runs smoothly.
43. The importance of the chairperson in managing the interview process cannot be overstated. The chairperson is responsible for ensuring that the interview is managed efficiently and effectively.
44. Ideally, all elected members who are to be in attendance at the final interview should be involved in planning the interview process. Each applicant must be subject to the same assessment method, ie interview questions, tests etc. It is quite acceptable for the panel to ask additional questions to clarify a point or tease out further information during the interview.
45. It is not necessary for all elected members to have the opportunity to ask a question. Often, it is best to allocate the questions to a small group of elected members (maximum 3) which ensures consistency of approach.
46. At the conclusion of the interview it is appropriate to provide the applicant with an opportunity to clarify any issues with the panel/selection committee.

9. Making a Decision

47. The council should not make a decision to appoint an applicant until all available information has been considered. This includes, but is not limited to, assessment of interview performance, quality of application, referee reports, copies of reports written by the applicant and the results of any psychological or other tests (if used).
48. The council must be satisfied regarding the claims by the applicant about their relative experience and qualifications. Local Government (Administration) Regulation 18E makes it an offence for a person to provide false information relating to their academic qualifications.
49. Given the importance of the position of CEO, a police clearance should be sought.
50. Referee reports are an important part of the process and should be in writing and address the relevant selection criteria for the position.
51. The council may source a referee who is not one nominated by an applicant, providing they advise the applicant of their intention to do so.

52. In the event that a referee who was not nominated by the applicant provides a report that contains negative comments, the applicant should be given the opportunity to respond to any such comments.

10. Finalising the Appointment

53. Eventually, after considering all the information available to it, the interview panel/selection committee then has to make a decision on which applicant is the most suitable for appointment.
54. A selection report should be prepared for consideration by council which documents the assessment of each applicant interviewed. The report should identify the most suitable applicant and include a recommendation for appointment.
55. Following approval of the appointment by council, the successful applicant should be offered the position. The unsuccessful applicants (including those not interviewed) should be notified of the decision and offered the opportunity to seek feedback on their application or interview performance if they were granted an interview.
56. Should an unsuccessful applicant request feedback, it is recommended that the chairperson of the interview panel/selection committee provide this. If a recruitment consultant is used they can undertake this task.
57. Local Government (Administration) Regulation 18F does not allow a local government to increase the value of a CEO's remuneration and benefits in excess of those advertised when finalising the appointment. If the remuneration and benefits are to be increased prior to finalising the appointment, the position must be readvertised.
58. It is intended that this Guideline be read in conjunction with the companion document, "Gender Diversity and the Selection of CEOs and Senior Staff in Local Governments", developed by the Advisory Committee on Women in Local Government.

ABOUT THE GUIDELINE SERIES

This document and others in the series are intended as a guide to good practice and should not be taken as a compliance requirement. The content is based on Departmental officers' knowledge, understanding, observation of, and appropriate consultation on contemporary good practice in local government. Guidelines may also involve the Department's views on the intent and interpretation of relevant legislation.

All guidelines are subject to review, amendment and re-publishing as required. Therefore, comments on any aspect of the guideline are welcome. Advice of methods of improvement in the area of the guideline topic that can be reported to other local governments will be especially beneficial.

Further Information

For more information about this and other guidelines, contact the Local Government Support and Development Branch of the Department of Local Government and Regional Development on 9217 1500 or e-mail lgdsd@dlgrd.wa.gov.au

These guidelines are also available on the Department's website at <http://www.dlgrd.wa.gov.au>



Shire of Nannup
The Garden Village

CHIEF EXECUTIVE OFFICER

The Shire of Nannup is strategically positioning itself as a sustainable local authority that is recognised for leadership, innovation and excellence. An exciting opportunity exists for a passionate manager who will be able to assist in driving and guiding a community that is preparing itself for on-going change and rapidly expanding development. If you have the desire to live and work in an exciting and dynamic region then you are invited to apply for the position of Chief Executive Officer.

A salary package up to \$130,000 which includes a cash component of \$100,000 and a contract between 3 to 5 years will be negotiated.

The information package can be obtained from Mike Fitz Gerald on ☎(08) 94553887 or mobile 041 990 7443 or via email mike@fitzgeraldstrategies.com.au. Telephone enquiries regarding the position may be directed to the current Chief Executive Officer Mr Shane Collie on ☎(08) 97561018.

Applications, addressing the selection criteria, in hard copy or by email close at 4pm Friday, 14 January 2011.

Cr Barbara Dunnet
Shire President
PO Box 552
WILLETTON WA 6195



Tuesday, 7 December 2010

Good afternoon Shane

Thank you for the opportunity to provide Council with a quotation of fees for the conduct of the recruitment and selection of a new Chief Executive Officer for the Shire of Nannup.

I recommend that the process be conducted in accordance with the attached Guideline No 10 - Appointing a CEO, provided by the Department of Local Government and Regional Development.

In order to comply with the Departmental Guideline, at the outset, Council should consider undertaking the following procedure at an initial meeting attended by Fitz Gerald Strategies.

Discuss and resolve the following matters relative to the appointment of a new Chief Executive Officer:

- 1 Review and development of the position Description
- 2 Review and development of the Performance Criteria
- 3 Review and development of a Salary and Conditions Package
- 4 Review and development of the draft Contract of Employment
- 5 Consideration of the Selection and Appointment Process
- 6 Consideration of Advertising and Interview timelines
- 7 Consideration of the Draft Advertisement

Given that the successful applicant may have to give three months notice of termination, it may be appropriate that this stage of the process be completed forthwith to allow time for recruitment and selection to be finalised as soon as possible, thus allowing a smooth transition from one CEO to another.


Fitz Gerald Strategies would then be in a position to assist Council to undertake the following in respect to the recruitment and selection process:

- A. Drafting and lodgement of advertisements for the position.
[NOTE: Advertisements to be lodged with the publishers (both electronic and press media) on the Shire of Nannup' account]
- B. Preparation and distribution of information packages to prospective candidates including the revised Position Description and the Selection Criteria, an information brochure on Nannup and the proposed remuneration package
- C. Initial assessment of the applications for short list by way of preliminary interviews where appropriate and final short listing with the Council
- D. Drafting questions for use by the interview panel in the interview process and briefing the panel on procedures
- E. Coordination of the interviewing of short listed candidates with the Council
- F. Assist the Council in selecting a preferred candidate
- G. Reference checking preferred candidate
- H. Negotiating and finalising the documentation of the Contract, Position Description and Performance Criteria with successful candidate
- I. Travelling to and from Nannup for up to three meetings with the Council/interview panel, managing issues that may arise out of the process and maintaining effective communications with the Council/interview panel throughout the process

We are prepared to cap the fee for this project at \$4400 including GST, accommodation and travel to and from Nannup.

I look forward to your comments/instructions.

Kind regards



PRINCIPAL

Fitz Gerald Strategies

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www.fitzgeraldstrategies.com

From: Simon White [swhite@walga.asn.au]
Sent: Wednesday, 17 March 2010 2:49 PM
To: Shane Collie
Subject: Motor Vehicle Values
Attachments: image002.jpg

Shane,

I understand you are looking for information on vehicle benefit values. I believe a Holden Epica would fall under the four cylinder category however, I have provided the calculations for 2010 below.

2010

Category	Vehicle	Unrestricted Private	Restricted Private*	Commuting*
Luxury	Volkswagon Passat, Mazda CX9 or Holden Statesman/Calais.	\$16,301	\$11,411	\$4,075
Four Wheel Drive	Toyota Landcruiser Prado/Kluger, Ford Territory, Hyundai Santa Fe or Nissan Pathfinder.	\$15,275	\$10,692	\$3,819
All Wheel Drive	Nissan X-Trail, Mazda CX7, Subaru Forester, Toyota RAV4	\$12,805	\$8,964	\$3,201
Six Cylinder	Ford Falcon, Holden Commodore, Subaru Liberty, Mazda 6	\$13,162	\$9,213	\$3,291
Four Cylinder	Toyota Camry/Corolla or Ford Focus	\$8,700	\$6,090	\$2,175

Category	Vehicle	Min-Max Purchase Price	Average Category Price
Luxury	Mazda CX9	\$47,867	\$44,335
	Volkswagon Passat	\$44,246	
	Holden Statesman	\$44,784	
	Holden Calais	\$40,443	
Four Wheel Drive	Toyota Landcruiser Prado	\$46,918	\$40,915
	Toyota Kluger	\$42,197	
	Nissan Pathfinder	\$44,184	
	Ford Territory	\$40,246	
	Hyundai Santa Fe	\$31,030	
All Wheel Drive	Mazda CX7	\$34,875	\$32,682
	Subaru Forester	\$31,616	
	Toyota RAV4	\$33,352	
	Nissan X-Trail	\$30,883	
Six Cylinder	Ford Falcon	\$31,617	\$33,874
	Holden Commodore	\$32,387	
	Subaru Liberty	\$38,400	
	Mazda 6	\$33,093	
Four Cylinder	Toyota Camry	\$25,240	\$19,001
	Toyota Corolla	\$21,875	
	Ford Focus	\$20,952	
	Toyota Yaris	\$17,655	
	Hyundai Accent	\$14,242	
	Holden Barina	\$14,042	

Title	First Name	Last Name	Address1	Specialisation	Home Phone	Fax	Mobile	Email
Mr	Phil	Anning	31 Durneywood Crescent Lakeside Gardens ERSKINE WA 6210	CEO	9581 5006	9581 5006	0408 096 137	
Mr	Ron	Back	4 Forster Street NORANDA WA 6062	Corporate governance, local government finance and accounting	9276 1502		0417 985 044	ronback@iinet.net.au
Ms	Ingrid	Bishop	23a Wootoona Tce ST GEORGES 5064	Project mgmt, Director relief, strategic/operational planning, organisational develop, community engagement, HR, general corporate				
Mr	Lance	Croft	2 Bingham Street GREENHEAD WA 6514	CEO & projects	9953 1659	9953 1259		lancecroft@westnet.com.au
Mr	Lindsay	Delahaunty	3 Dain Court LEEMING WA 6155	Projects	9332 5917		0408 900 778	ldelahaunty@bigpond.com
Mr	John	Gilfellow	4 Ball Rd Mundaning	Local law reviews, policy and delegation reviews	9295 2086		0429 949 074	gilfellow@optusnet.com.au
Ms	Jan	Grimoldy	28 Stirling Road CLAREMONT WA 6010	Strategic planning, policy review, governance support, zero waste planning, workshop facilitation, community engagement	9384 0311	9383 1354	0411 744 270	
Mr	Ray	Hadlow	6 Croydon Avenue YOKINE WA 6060	Grants commission	9344 2670	9344 2670		jangrimoldby@iinet.net.au mansell@iinet.net.au
Mr	E H (Jim)	Kelly	109 Edward Street Bedford WA	Restructuring/amalgamations, relief CEO & other projects	9376 1425		0417 961 194	kellylg@iinet.net.au
Mr	James	Kirton	4 Bovell Gardens LEEMING, WA 6149	projects	9310 2742			james.kirton@bigpond.com
Mr	Chris	Liversage	PO Box 1805 OSBORNE PARK WA 6916	CEO, projects strategy & consulting	9444 8466		0434 827 945	crlh@bigpond.net.au
Mr	Gary	Martin	Box 7050 EATON WA 6232	CEO & projects	9725 1013	9725 1508	0419 831 068	yrag@ozemail.com.au
Mr	Terry	Pearson	65B Glenelg Street MT PLEASANT, WA 6153	Wide-range of services, for either a small task or a longer-term project, including relieving senior staff for periods of personal leave	9364 4424		0419 906 949	terry@tpconsulting.com.au
Mr	Phil	Rob	74 Walanna Drive KARAWARA WA 6152	CEO	9456 2324		0428 880 610	robs6@bigpond.com
Mr	Bob	Searle	60E Marine Terrace FREMANTLE WA 6160		9335 1080		0409 036 497	searle@iinet.net.au
Ms	Betty	Skinner	PO Box 896 Mends St South Perth 6151	Quality Mgt, admin expertise	9367 9506			bskinner@iinet.net.au
Mr	Bob	Smillie	1719 Chittering Road LOWER CHITTERING WA 6084	Structural reform, governance & indigenous service delivery	9571 8277		0438 264 357	b.smillie@aciltasman.com.au stweeclie@narx.net
Mr	Steven	Tweeclie	9 Janter Close WILLETTON WA 6155	Projects & lobbying	9332 8965		0428 910 045	
Mr	Peter	Varris	4 Second Avenue Woodbridge 6056	CEO projects and consulting	9274 8239	9274 4439	0417 180 914	peter@varrisvision.com.au

Title	First Name	Last Name	Address1	Specialisation	Home Phone	Fax	Mobile	Email
Mr	Laurie	Vicary	PO Box 611 COMO WA 6952	CEO & projects	9450 8824	9450 8825		vicaryla@inet.net.au
Mr	Neil	Warne	20 Wrexham Street BICTON WA 6157	CEO appointments - subject to availability	9438 1893			nwarne@wrn.com.au
Ms	Helen	Westcott	47 Joel Terrace EAST PERTH WA 6004	Projects & research	9328 1204	9328 1204	0407 195 380	crinkles@people.com
Mr	Bruce	Wittber	14 Lorrimar Place Murdoch 6150	Short term projects & research	9313 5761	9313 6761	0418 939 400	bwittber@inet.net.au