

Governance Services Proposal

- ✓ Annual Report Writing
- ✓ Dispute Resolution
- ✓ Continuous Improvement
- ✓ Policy & Procedures
- ✓ Risk Appetite
- ✓ Procurement Review
- ✓ Facilitation
- ✓ Interim Leadership
- ✓ Other Services

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Introduction



Leanne Mulcahy is a nationally accredited mediator with some 20 years' experience in governance and non-executive director roles. Through Mediation Resolutions, she offers governance and dispute resolution services. Particularly timely at this time of year is annual report writing however there are a range of other governance services that she can assist with that are outlined within this proposal.



Leanne is a Non-Executive Director, corporate governance expert and nationally accredited mediator with strengths in risk management, strategic planning, dispute resolution and stakeholder engagement. She has an accomplished career as a senior executive across local government and not-for-profit organisations. She currently serves as a Non-Executive Director with North East Water, Co-Chairs the Victorian Women in Water Directors' Network, Chairs the Victorian Local Governance Association's Governance & Risk Committee and is an independent member of Latrobe Community Health Service's Nominations Committee.

Leanne is a recipient of the Victorian Women's Network Scholarship and is a Fellow of both the Goulburn Murray Fairley Leadership Program and the LGPro Executive Leadership Program.

Her qualifications include a Master of Laws in Enterprise Governance, a Masters Business Administration and is a Graduate of the Australian Institute of Company Directors.

Services



Annual Report Writing

Organisations are often looking for assistance to write annual reports at this time of year. With experience in writing annual reports for Local Government, Hospitals and Victoria Police Mediation Resolutions is well positioned to provide this service working in collaboration with departments across your organisation.



Dispute Resolution/Mediation

Mediation and facilitated conversations provide an effective form of early intervention, enabling those involved to better understand each other's needs and to develop creative solutions while maintaining an ongoing professional relationship. This is ideal for early intervention in workplace and business disputes.



Continuous Improvement Projects

Working in collaboration with the team of a specific department this involves mapping existing processes and identifying and documenting recommendations for efficiencies and improvements. This is an ideal service to outsource as pressing operational requirements sometimes limit internal capacity to deliver on this.



Policy & Procedure Development & Review

Policy and procedure reviews and development may focus on a specific area or may involve a strategic review focused on the needs of the organisation and best practice.

Services



Risk Appetite Development & Review

An organisation's Risk Appetite development or review is prepared in consultation with key team members. It is designed to be an easy to read and meaningful reference to inform competing organisational decisions and priorities.



Interim Leadership

Interim executive leadership services are available and are ideal for continuity of operations during periods of recruitment or unplanned absences.



Procurement Review

A procurement review involves an assessment of existing practices against compliance, sustainability and ESG principles and includes recommendations for further development in relation to best practice standards.



Facilitation

Group facilitation is delivered to support strategic plans, business plans, organisational reviews and project planning.



Other

Other governance services are available and can be developed to meet specific needs. Examples include cyber security review against the NIST Framework in consultation with key staff, funding applications and acquittals, governance framework review and organisational cultural development programs.

Next Steps



Discuss/identify services of interest.



Discuss desired scope of service delivery.



Full scope and fee for service proposal submitted for review.



Milestones and deliverables agreed upon and initial planning meeting scheduled.



Project implementation.

Values

Integrity: committed to strong ethical principles and values.

Respect: all people should be treated in a way that shows respect for them as fully conscious equals.

Impartiality: the mediator will remain impartial and will refrain from developing bias towards any individual party or option for agreement.

Creativity: using creativity and brainstorming to create new things and find new solutions to problems.

Growth: committed to ongoing professional development and regular reflection.