

Amanda Dunn

MBA · JP (QUAL)

Thirty years in property, facilities and asset management · Local government, defence, resources, disaster recovery

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PROFILE

Amanda Dunn is a corporate services executive with property, facilities and asset management spanning thirty years across Australian local government, defence, resources and state disaster recovery. She has held the property, asset and corporate services functions at four councils and shires, was Program Director and Chief Executive Officer of Vesta at the Joint Defence Facility Pine Gap, and carried Disaster Recovery Funding Arrangements reporting, compliance and acquittal accountability across a \$1.8B state recovery programme register in Victoria. She holds an MBA, is qualified in financial management at postgraduate level, is certified in project management, and has held real estate licensee licences across Queensland, Western Australia and the Northern Territory since 1996.

Her work sits where a funded programme has to be scheduled and delivered against a fixed budget, and where the strategy, plan, the tenure and the decision trail have to be rebuilt before the numbers can be relied on. She is the Director of Budduns Pty Ltd, holds Local Buy (LGAQ) panel appointment LB309, and works from Tully Heads in Far North Queensland. Most of the work of the last six years has been delivered remotely.

OPERATING SCALE

FIGURE	SCOPE
\$11B	Asset portfolio across six Pilbara towns, with a \$1.1B project budget — Sodexo IFMS, Rio Tinto
\$1.8B	DRFA programme register and budget, with reporting, compliance and acquittal accountability — AGRN 969, 1037 and 882, Emergency Recovery Victoria
\$1.85B	Total infrastructure asset value at 30 June 2025 — Hobsons Bay City Council
\$1.4B	Property portfolio — Darebin City Council
\$900M	Private property portfolio — Crawford Realty, the largest real estate business in the Pilbara
\$640M	Asset portfolio under ISO 55001 governance — AECOM, Joint Defence Facility Pine Gap
\$544.7M	Replacement value of the assets covered by the Asset Management Plans — Shire of Ashburton
\$85.2M	Twenty-year Community Facilities Capital Works Program across 44 facilities — Shire of Broome

FIGURE	SCOPE
\$57M	Capital works programme 2024/25 — Shire of Ashburton

CAREER

Current · Tully Heads, Queensland

Director
Budduns Pty Ltd

- Property, facilities and asset management advisory and software for Australian local government. Appointed to the Local Buy (LGAQ) Business Consultant Management panel LB309.
- Designed and built SHARP Hub, a multi-tenant asset and property management platform for local government — requirements, data model, solution design and delivery. Suite also carries Curlew Comply, OrgForge, SamyAI and SMSF Simplify.
- Delivers bounded diagnostic Property Services Reviews covering register integrity, tenure, agreement currency, revenue position and decision trail, each closing with governance instruments and staff capability transfer.

2025 – 2026 · Victoria

Property Advisor and Strategic Property Officer
Hobsons Bay City Council

- Engaged to hold and rebuild the property function while the Coordinator Property and Insurance and both Property Officers were simultaneously on extended leave.
- Built a live Property Register consolidating assets, leases, licences and requests across 367 Council-owned sites, 1,072 land parcels and 4,169 road segments, replacing spreadsheets and undocumented knowledge.
- Repaired 151 agreement records against an opening position of 52 active agreements, 48 overholding month-to-month and 29 in renewal.
- Wrote the business case for an interim lease management system, then led selection, configuration and population through to live operation.
- Established the Property Reference Group from nothing — terms of reference, executive endorsement, membership, monthly cadence and document repository. Inaugural meeting 1 December 2025.
- Developed a new Seasonal Licence Agreement endorsed February 2026, activating approximately 75 sports club agreements in a single batch for the 2026 winter season. Drop-in training attended by 38 staff.

March 2024 – April 2025 · Tom Price, Western Australia

Manager Asset and Programming
Shire of Ashburton

- Asset and programming function for a Pilbara shire of circa 105,000 square kilometres. Managed and developed asset information to ISO 55001, reviewing Asset Management Plans and strategic frameworks across all Council asset classes.
- Delivered Asset Management Plans and an Implementation Plan covering \$544.7M of assets, and a \$57M capital works programme for 2024/25, built through cross-organisational engagement with every department and Copilot used to collate the underlying data.
- Owned 57 of the 90 actions in the Asset Management Improvement Plan (May 2024) across systems, strategy, governance, PMO, finance, communications, budget and evaluation.

- Undertook capital and long-term financial plan modelling supporting the Director Infrastructure; oversaw myData collection, condition assessments, and asset valuation and depreciation.
 - Authored the Shire staff housing strategy for a remote Pilbara workforce.
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June 2023 – November 2023 · Victoria

Chief Executive Officer (Interim)

Women's Health and Wellbeing Barwon South West

- Appointed through a change of leadership team to provide strategic leadership in a transitional environment and evaluate the organisation's operations.
 - Accountable to the Board for total operations, integrating all functions to deliver services and programs in line with the Strategic Plan.
 - Shaped and executed the recruitment campaign that delivered the incoming leadership team.
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August 2022 – April 2023 · Victoria

Manager State Recovery Coordination

Emergency Recovery Victoria

- Led and coordinated all DRFA and State-funded recovery programme management in Victoria across bushfire, storm and flood events, with reporting, compliance and acquittal accountability across AGRN 969, 1037 and 882 — a \$1.8B programme register and budget.
 - Developed the state recovery plan and the programme management enabling DRFA reporting and compliance through policy analysis, governance design and stakeholder engagement.
 - Led SharePoint and CRM platform development, data analysis strategy and coordination of business requirements with delivery partners and Emergency Management Victoria.
 - Built recovery impact assessment capability across councils and communities, escalating risks that could not be managed locally.
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March 2022 – June 2022 · Cairns, contract

Commercial Program Manager

BAE Systems Australia — Hydrographic Fleet

- Commercial and contractual interface for the Hydrographic Fleet Vessels programme supporting the Australian Hydrographic Office and the Deployable Geospatial Survey Team, across the Leeuwin, Fantome, Paluma and Antarctic Survey Vessel classes.
 - Member of the executive leadership team, with commercial management of operations, engineering change, configuration management, technical risk, maintenance, training, warehousing and supply support.
 - ASDEFCON management including contract data requirements lists, contract change proposals, contract performance reviews, financial delegations and commercial approvals, and the interface to the CASG System Program Office.
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August 2021 – March 2022 · Victoria, contract

Principal Advisor and Program Manager

Bushfire Recovery Victoria

- Program Manager for the State Coordinated Clean Up Program across whole of Victorian Government following the 9–10 June 2021 storm event: in excess of \$270M, 41 local government areas, more than 200 damaged residences and 1,200 properties requiring tree debris clean-up.
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- Designed the governance model supporting the programme and coordinated programme development, project control groups and programme plans.
 - Provided policy and strategic advice including environmental programme design reports, cabinet submissions, memoranda of understanding, DRFA funding agreements, and State and Commonwealth programme submissions.
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February 2020 – April 2021 · Victoria

Manager (SEO) Property and Business Improvement · Manager (SEO) Governance and Performance

Darebin City Council

- Two senior executive roles held, with accountability for a \$1.4B property portfolio, the enterprise project management office, governance, risk and audit, and 75 staff.
 - Led the Asset Management Strategy, Asset Plan, policy and framework through to implementation — asset management plans for buildings, open space, stormwater and roads, an asset criticality framework, technical and community levels of service, and a competency framework with a training plan for Councillors and staff.
 - Developed the Property Management portfolio framework, a strategic review of Council property holdings, a lease and licence renewal programme, an annual property performance report against KPIs, and management of the titles and agreement registers.
 - Delivered the risk management framework and strategic risk profile, compliance and regulatory registers, the fraud and corruption control plan and public interest disclosure procedures. Appointed Protected Disclosure Officer.
 - Led organisation-wide implementation and training for the Local Government Act 2020, and chaired the COVID-19 Business Continuity Planning Committee that transitioned a 1,400-person workforce to work from home.
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2017 – 2019 · AECOM

Program Director and Chief Executive Officer, Vesta

Joint Defence Facility Pine Gap

- Board governance, Strategic Master Plan, Corporate Plan 2019, organisational development and budget — operating expenditure, capital expenditure and profit and loss — across a joint Australian and United States facility. 50 full-time employees and an outsourced contractor base of 150. \$75M annual operating budget; capital budget exceeding \$80M.
 - Functional accountability across finance and contract management, people and culture, workplace safety, asset management, the project management office, property management, depot operations, fleet and logistics.
 - Governance lead for a \$640M asset portfolio including ISO 55001 asset planning, a five-year capital works renovation plan baselined against ISO 55000, an asset management plan aligned to ISO 55001:2014, and a ten-year capital works and renewal budget.
 - Led the global United States Government single source contract bid end to end.
 - Subject matter expert across more than thirty statutory legislative compliance instruments, with accountability for controlled information in a classified setting and contract management in an ITAR compliance environment.
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2015 – 2017 · Rio Tinto Pilbara

Property Management Services Licensee (Lead)

Sodexo Integrated Facilities Management

- Strategic delivery, mobilisation, governance, compliance, contract management, asset planning and property management across an \$11B asset portfolio — Dampier, Karratha, Pannawonica, Paraburdoo, Tom Price and Wickham, covering 3,600 residential properties and 1,300 town assets including strata and commercial property.

- Developed a workforce resourcing plan servicing the community portfolio across 502,000 square kilometres, and a Community Operation Plan across geographically dispersed community infrastructure.
 - Delivered the information systems technology platform for the Rio Tinto community portfolio.
 - Authored the employee housing strategy: allocation, subsidy, standard of accommodation, and the link between housing supply and workforce attraction and retention across a remote operation.
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2013 – 2015 · Pilbara

Group Operations Manager and General Manager (Licensee)

Crawford Realty

- The largest real estate business in the Pilbara, with a private property portfolio valued at \$900M. Organisational planning and strategy, business development planning and commercial enterprise analysis.
 - Monthly and quarterly forecasting of financial performance; transitioned the finance department to Perth.
 - Designed and implemented the information systems technology platform and a new risk framework.
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2011 – 2013 · Western Australia

Manager, Property · Acting Deputy Chief Executive Officer

Shire of Broome

- The full property function for a remote shire with a four-person team.
 - Authored the twenty-year Community Facilities Capital Works Program — \$85.2M of new and upgrade capital expenditure across 44 facilities, each year separated into renew, upgrade and new, with funding sources identified line by line across grant funding, developer contributions and recoups.
 - Built the underlying component-level renewal model: 326 renewal items across 119 buildings, \$17.7M, scheduled 2011 to 2030 with useful lives from seven to fifty years.
 - Delivered a Strategic Asset Management Framework, a Community Infrastructure Plan, a Risk Management Strategy, an Asbestos Management Plan and an integrated planned maintenance schedule.
 - Managed major land transactions under sections 3.58 and 3.59 of the Local Government Act 1995 (WA), the vesting of Council assets, and the Yawuru Indigenous Land Use Agreement joint vesting transition. Probity audit lead.
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1996 – 2012 · Gold Coast

Director (Licensee)

ADRE Pty Ltd

- Own business, held alongside employed roles. A licensed real estate agency, with accountability as the person responsible for statutory trust accounts, operating budgets and financial reporting, externally audited each year as required by legislation.
 - Amanda Dunn Real Estate merged with Harcourts Surfers Paradise in 1998, with Harcourts Mermaid Beach acquired later.
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1986 – 1989

Private

Australian Regular Army

DISASTER AND RECOVERY RECORD

Seven cyclone, storm and flood events across Queensland, Western Australia and Victoria, four of them named severe tropical cyclones: Ului (Airlie Beach, March 2010), Yasi (Townsville, February 2011), Narelle (Karratha, January 2013),

Christine (Karratha, December 2013), Tropical Low 08U (Broome), the June 2021 Victorian storm and flood event across 41 local government areas, and the October 2022 Victorian floods under AGRN 1037.

Work delivered across these events: rapid scope assessment programmes, scoping and recovery across built infrastructure and community facilities, maintenance scheduling across private land, public facilities, commercial portfolios and community asset infrastructure, and construction and renewal projects on cyclone-damaged facilities.

QUALIFICATIONS

2025	Certificate IV in Real Estate Practice (CPP41419) — the national unit set required for the Queensland licensee licence issued 24 October 2025
2019	Master of Business Administration · Australian Institute of Business
2019	Graduate Diploma in Management · Australian Institute of Business
2018	Financial Management (8006FMGT) — AQF Level 8, a core subject of the MBA · Australian Institute of Business
2017	Graduate Certificate in Management · Australian Institute of Business
2015	Certificate IV in Training and Assessment (TAE40110)
2013	Diploma of Project Management
1996	Justice of the Peace, Qualified (66707) · Queensland
1991	Property Agency Advanced Certificate 8578 — including trust accounting · NSW TAFE

STANDING CREDENTIALS

NV1 security clearance — current. Granted for engagement at the Joint Defence Facility Pine Gap. No clearance lead time.

Queensland real estate licensee licence 4903736. Valid to 24 October 2027. Licensee and individual licences held across Queensland, Western Australia and the Northern Territory since July 1996, with statutory trust account audit in every year of licensure.

Local Buy (LGAQ) Business Consultant Management panel LB309. Held through Budduns Pty Ltd — councils can engage directly through the panel.

Finance. Qualified in financial management at postgraduate level — AQF Level 8, a core subject of the MBA. Certified in trust accounting, and licensed with annual statutory trust account audit since 1996. Thirty years of applied accounting, budgeting, trust accounting and long-term financial planning across local government, defence, resources and state recovery.

REFERENCES

Having been a Councillor myself for over 11 years in Karratha and been on various committees in Council and the Community, it is refreshing to have held discussions with Amanda on good governance in local government from her own experiences, and to view her placing emphasis on knowledge learning for all on her pathway. Amanda leads teams that historically leave no one behind.

David Hipworth · Councillor, City of Karratha

I worked closely with Amanda at Darebin City Council and watched her skilfully and successfully lead and manage through a series of highly complex challenges — from leading the organisation's business continuity response to COVID-19 through to building a highly performing team in a newly restructured, functionally diverse department. Amanda's strategic thinking, tactical management, excellent people skills, integrity and diverse technical expertise were obvious. She is a professional of the highest order.

Steve Sagona · Darebin City Council

Amanda performed as an exceptional leader for a very large team and provided clear direction to teams of managers, support staff and employees that delivered a complex array of construction support, facilities and support services for a very large customer base in the Northern Territory. Amanda's knowledge and experience in real estate, construction, renovation, demolition and support services is exceptional.

Frank McIntire · AECOM, Joint Defence Facility Pine Gap

You came on board ready for anything and thankfully that is what you did. Anything and everything to get the job done after the June storms and floods. You have played an integral role in the development of waste management programs that support our storm and flood impacted communities.

Carmel Flynn · Acting Chief Executive Officer, Bushfire Recovery Victoria
