

Information for Applicants

Victorian Catchment Management Authority Board Members

Role:	Board member
Entity:	Victorian Catchment Management Authority (various)
Accountable to:	Minister for Water
Location:	Throughout Victoria
Salary	Between \$11,434 - \$14,271 pa (member) Between \$22,868 - \$26,716 pa (chairperson) ¹

Context

The Minister for Water, the Hon Lisa Neville MP, is inviting expressions of interest for board member positions on Victorian's Catchment Management Authorities.

This is an exciting opportunity to contribute to the Victorian water sector, with approximately 40 board member positions including 7 Chairperson positions that expire in 2021 on Catchment Management Authorities located across Victoria.

The Victorian Government is committed to ensuring that government boards and committees reflect the rich diversity of the Victorian community. We encourage applications from women, people of all ages, Aboriginal people, people with disability, people from culturally and linguistically diverse backgrounds and from lesbian, gay, bisexual, trans, gender diverse and intersex people.

Victorian Catchment Management Authorities

There are 10 catchment management authorities (CMA) in Victoria established under the Catchment and Land Protection Act 1994 (CaLP Act). Each CMA has a chairperson and a board of directors, called members under the CaLP Act.

Each CMA has a maximum of nine members including the chairperson and members appointed by the Minister for Water under the CaLP Act for a maximum of four years.

The role of CMAs' includes: preparing, coordinating and monitoring the implementation of regional catchment strategies; advising the Minister on priorities for catchment management and on the condition of land and water resources; and promoting community awareness and understanding of the importance of land and water resources, their sustainable use, conservation and rehabilitation.

This includes having regard to Aboriginal cultural values and traditional ecological knowledge of management of land and water resources of the catchments in the region.

¹ Remuneration accords with the Department of Premier and Cabinet's Appointment and Remuneration Guidelines. In addition, members are eligible for reasonable out of pocket expenses and a fixed allowance for committee work.

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Under the Water Act 1989, 9 CMAs (the exception is Port Phillip and Westernport CMA) are responsible for regional waterway, floodplain, drainage and environmental water management. Victoria's 10 CMAs are responsible



for the integrated planning and coordination of land, water and biodiversity management within their respective catchment and land protection region.

An overview of the Victorian catchments sector can be found at www.water.vic.gov.au/waterways-and-catchments/our-catchments/catchment-management-framework.

Information on individual CMAs with available board vacancies in 2021 can be found by clicking on the following links:

[Corangamite](#)
[East Gippsland](#)
[Glenelg Hopkins](#)

[Goulburn Broken](#)
[Mallee](#)
[North Central](#)

[North East](#)
[West Gippsland](#)
[Wimmera](#)

Strategic direction

The Victorian Government's long-term direction for managing Victoria's water resources is established in *Water for Victoria*. The Victorian water sector, including CMAs, will improve the health of priority waterways and their catchments to support our environmental, social, cultural and economic needs and values with a focus on innovation and performance. *Water for Victoria* sets the long-term direction for managing precious water

resources in the context of climate change and a growing population. It contains actions under nine themes:

- Climate change
- Waterway and catchment health
- Water for agriculture
- Resilient and liveable cities and towns
- Recognising and managing for Aboriginal values
- Recognising recreational values
- Water entitlements and planning

- Realising the potential of Victoria's water grid and water markets
- Jobs, economy and innovation

The government's *Our Catchments, Our Communities* strategy delivers Action 3.3 under waterway and catchment health. It is the first state-wide strategy for integrated catchment management in Victoria, which focuses on catchment partners working better together to strengthen our catchment management approach.

Legislative context and accountability

The Board is regulated by a range of legislation including but not limited to: the Catchment and Land Protection Act 1994 (CaLP Act); the *Water Act 1989*; the *Public Administration Act 2004*; and the *Financial Management Act 1994*.

In fulfilling its responsibilities, the Board is accountable to the Minister for Water and the Minister for Energy, Environment and Climate Change who are accountable to the Parliament of Victoria and the community for the performance of the entities.

In overseeing the performance of the Board, the Minister/s are supported by the Department of Environment, Land, Water and Planning (DELWP).

In addition to the Minister, the Parliament of Victoria and DELWP, board directors also maintain relationships with a range of other key stakeholders.

The Board

Each CMA board has a maximum of nine members including the Chairperson. The Board is responsible for the strategic planning of the authority and ensuring that the CMA fulfils its statutory functions consistently with its overall governance framework. This includes:

- providing strategic direction and setting performance targets for the authority;
- appointing and overseeing the performance of the chief executive officer;
- approving related plans, budgets and policies;
- establishing and monitoring accountability, compliance and risk management policies and procedures;

- ensuring compliance with legislation and government policy;
- approving and submitting the annual report to the Minister/s;
- liaising with DELWP and the Minister/s through the Chair;
- establishing board processes such as meeting procedures and the management of conflicts of interest; and
- establishing and monitoring delegations and committees.

Duties of members

A director must conduct themselves in a manner that is consistent with the public sector values of responsiveness, integrity, impartiality, accountability, respect, leadership and human rights.

Under the *Public Administration Act 2004* a director must act:

- honestly,
- in good faith in the best interests of the public entity,
- with integrity,
- in a financially responsible manner;
- with a reasonable degree of care, diligence and skill; and
- in compliance with the relevant Acts or subordinate instruments under which the public entity is established.

The *Code of Conduct for Directors of Victorian Public Entities* provides further details of the role of the director and the Chairperson.

The VPSC also provides further information on [support for board members](#) on its website.

Time commitment

Boards generally meet 10 times a year, however additional meetings and out-of-session discussions are expected. Board committees are formed for specific topics, such as risk, audit and remuneration. Board

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members may need to contribute additional time to board committees, for which they are eligible for additional remuneration under government guidelines. A board director can usually expect to be a member of at least one committee of the Board.

Appointees are expected to attend at least 75 per cent of Board meetings.

Remuneration and expenses

All members are eligible for remuneration in line with the [Appointment and Remuneration Guidelines](#), published by the Department of Premier and Cabinet.

There is a fixed allowance for additional committee work that also applies to each CMA.

Members are eligible for reasonable out of pocket expenses. Reimbursement will be in accordance with the policies of DELWP.

Skills and experience

Mandatory skills under the CaLP Act

Under the CaLP Act, the Board must consist of people with experience and knowledge in one or more of the following areas:

- land management,
- water resources management and the water industry,
- waterway management,
- environment or natural resources management,
- primary industry,
- strategic or business planning,
- financial management, and
- Primary production (see below).

More than one half of the members of the Board of each CMA must be persons whose principal occupation is primary production (agriculture, apiculture, aquaculture, forestry or horticulture).

Highly desirable skills

Skills, knowledge or experience in the following areas will be considered highly desirable:

- community engagement,
- public administration and corporate governance,
- climate change adaptation,
- risk and audit, and
- Traditional Aboriginal ecological knowledge.

How to apply

Expressions of Interest close **midnight Monday 8 March 2021**.

Applicants are required to apply online via the [Get on Board](#) website – getonboard.vic.gov.au (search under vacancies).

Applicants are required to upload a current curriculum vitae (5 page maximum) and complete a questionnaire including a declaration of private interests.

Applicants shortlisted for an interview may be requested to submit additional documents and be subject to the following probity checks, prior to their appointment:

- National Criminal Record Check;
- Australian Securities & Investment Commission register of person's banned and disqualified check; and
- Australian Financial Security Authority and National Personal Insolvency Index check.

Gender equity

The Victorian Government is committed to the equal representation of women on government boards. Women now make up more than 50 per cent of new appointments to paid boards

Encouraging Diversity

Women, Aboriginal people, people with disability, people from culturally and linguistically diverse backgrounds



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and lesbian, gay, bisexual, trans, gender diverse and intersex people are encouraged to apply.

We encourage applications from people with disability and will provide adjustments to the recruitment process upon request. If required please contact the department by email water.governance@delwp.vic.gov.au.

Victorian residents

It is preferred that appointees reside in Victoria.

Reappointment

Candidates being considered for reappointment undergo the same open and competitive selection process as candidates who have not served on the Board.

Multiple Boards

An individual should hold no more than three positions on government boards at any one time.

Public sector employees

Public sector employees are generally not appointed to Government boards, because of the risk of actual or perceived conflict between their role and duties as public servant and as board members.

Further information

Please email water.governance@delwp.vic.gov.au if you have questions regarding this role

If you would like help understanding this document or would like to receive it in another format phone the DELWP Customer Service Centre on 136 186, using the National Relay Service 133 677 if required, or email water.governance@delwp.vic.gov.au