

Otway Coast Committee

Expression of interest for volunteer membership 2015-2018

Invitation to be part of the Otway Coast Committee

Community members are invited to contribute to the effective governance of the coastal reserves along the Otway Coast on behalf of the Victorian Community. Suitably skilled and experienced people will be appointed for up to three years as voluntary members of the Otway Coast Committee Inc (OCC).

The priority skills and experience sought include:

- Engineering and/or project management skills
- Legal, financial and other professional skills
- Public sector governance
- Marketing and communication
- Environment/coastal management
- Working on a board/committee
- Networking and dealing with stakeholders
- Working in a regional context

The qualities that would be expected include the ability to listen, analyse and think clearly and work well with others, a willingness to attend meetings, ask questions and take responsibility, and tolerance of different views.

Applicants must have a demonstrated connection to the local coastal communities.

Overview of the role of the committee

OCC is a committee of management established under the *Crown Land (Reserves) Act 1978* (the CLRA) to manage 28.5km of coastline from Separation Creek to Marengo, and includes Separation Creek, Wye River, Kennett River, Wongarra, Skenes Creek, Apollo Bay and Marengo Foreshore Reserves, the Marengo Tramway Reserve, and the Apollo Bay Cricket and Recreation Reserve.

The committee sets the broad strategic direction for management for the reserve (including business planning and preparation of detailed budgets) and takes a long term view when making decisions about the future of the coastline. They generate revenue to support coastal management and can seek funds via government grants.

The predominant revenue source is coastal caravan parks, but also licences and leases. All revenue is directed back to coastal and caravan park management. The committee is supported by the management team overseen by the

Executive Officer. The management team ensures that the strong network of volunteer groups can continue to assist with foreshore management activities along the coast.

The committee is accountable for the governance of Otway Coast. High standards of accountability and transparency are required of the committee due to their relationship with government and community expectations about proper use and conduct of public resources. The strategic directions and policies for management of foreshore reserves comply with State and Regional planning and policy frameworks. These include but are not limited to:

- Otway Coast Committee Coastal Management Plan 2013
- Victorian Coastal Strategy 2014
- Western Victoria Boating Coastal Action Plan 2010
- Central West Regional Coastal Action Plan 2002
- Central West Estuaries Coastal Action Plan 2005

Otway Coast Public Land Management

The Otway Coast combines a broad estuary system, fragile dunes and long beaches, producing a landscape with high environmental and conservation values. The land has great significance within local aboriginal culture. Peak periods see high number of tourists visiting beaches for a variety of recreational pursuits.

The mission of the Committee is: *The coastal reserves managed by the OCC provide inspiring and memorable setting for people living on or visiting the Otway coast, complementing the adjacent Great Otway National Park.*

The committee has the important role of strategically planning to balance the conservation and sustainable use of these unique values with important issues including climate change, population and growth and the protection of marine ecological integrity.

The committee are responsible for the continued implementation of OCC key projects including:

- The development of foreshore master plans,
- Finalise the Apollo Bay Recreation Reserve master plan,
- Revision of the Otway Coast Committee Coastal Management Plan 2013.

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Member Responsibilities

Committee members are public officials under the *Public Administration Act 2004* (PAA) and are therefore bound by the public sector values of responsiveness, integrity, impartiality, accountability, respect, leadership and human rights, as expressed in the Directors' Code of Conduct.

OCC meets on the second Friday of each month and members are expected to attend at least 75% of the scheduled meetings. Applicants should give early and careful consideration to any existing and anticipated demands on their time.

General Powers, Duties and Responsibilities of a Committee of Management

The Minister for Environment, Climate Change and Water appoints committees to manage Crown land reserves under section 14(4) of the CLRA. The committee of management powers and responsibilities are derived from section 15 of the CLRA and enable the committee to:

- manage, improve and maintain the land for the purposes for which it is reserved
- undertake financial transactions and enter into contracts
- negotiate leasing and licensing arrangements for all or part of the reserve (subject to Minister's approval)
- employ people
- exercise all such powers, functions and authorities and carry out all such duties as are conferred or imposed on it by any regulations
- maintain records and administer its affairs as a public body
- report on its finances and other issues as directed by DELWP.

The government retains its rights as the landowner and may place limitations on how these powers are executed. The Department of Environment, Land, Water and Planning (DELWP) has oversight of OCC on behalf of the Minister and has issued a Statement of Expectations on priority actions for the committee to undertake based on the governments priorities and provides reports to the Minister on the function and performance of the committee.

In addition, the committee is bound by Divisions 2 and 3 of Part 5 of the PAA (sections 75-90).

Further information on Otway Coast Committee of Management

Further details on the role of the Crown land committees can be found in the Committee of Management Responsibility and Good Practice Guidelines 2014 on the DELWP website at www.delwp.vic.gov.au.

For more detail on the duties and obligations of committee members see the Victorian Public Sectors Commissioner's website (www.vpsc.vic.gov.au).

Alternatively you can contact Ms Tammy Smith at the DELWP Anglesea office on telephone 03 5220 2012 or visit their website (www.otwaycoast.org.au) to get an understanding of their work.

For an Expression of Interest application package please contact:

Ms Tammy Smith
Department of Environment, Land, Water and Planning
03 5220 2012



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