

# Victorian Catchment Management Council

## Annual Report 2014



Victorian  
Catchment  
Management  
Council

Victorian Catchment Management Council Annual Report 2013-2014

ISSN 1444-7126

© The State of Victoria, Victorian Catchment Management Council 2014

This publication is copyright. No part may be reproduced by any process except in accordance with the provisions of the Copyright Act 1968.

This publication may be of assistance to you but the State of Victoria and its employees do not guarantee that the publication is without flaw of any kind or is wholly appropriate for your particular purposes and therefore disclaims all liability for any error, loss or other consequence which may arise from you relying on any information in this publication.

Cover photographs courtesy of Tracey Koper and Neil Meyers.

## Table of Contents

Chair's Foreword	2
Introduction to the VCMC	3
Organisational Structure	5
VCMC Role	6
Executive Officer's Comment	8
Strategic Plan 2012 – 2015	9
Operations of the VCMC	10
VCMC Finance Report	11
Statutory Responsibilities	12
Compliance Disclosure Index	16
Committees and Working Groups that included a member or staff member of VCMC in 2013 – 2014	17
VCMC Activities and responsibilities under the Flora and Fauna Guarantee Act 1988	18

## Chair's Foreword

With the Victorian Catchment Management Council (Council) now into the second half of our term, we have moved to a much stronger emphasis on looking to the future and, in particular, addressing our tasks allocated in the *Catchment and Land Protection Act 1994* around the promotion of the Catchment Management Framework, and the achievement of our recommendations from the *Catchment Condition and Management Report* (CCMR) of December 2012.

The process of looking forward has involved regular engagement with our Ministers and far more collaborative relationships with the Department of Environment and Primary Industries (DEPI) and the Catchment Management Authorities (CMAs) in working toward those high-end outcomes.

A practical demonstration of this increased collaboration is the formal appointment of the Council's Chair and Executive Officer to the Victorian Catchment Management Forum, where previously the Chair only had observer status.

Council has conducted two regional visits this year to the Mallee and North East CMAs. These visits provide us with a practical understanding of integrated catchment management in action through site visits, learning about strategic regional challenges through meeting with the CMA Boards, and first-hand experience of regional collaboration through meeting with stakeholders such as local government, water authorities and a range of state and federal regionally-based operatives. The CMAs are doing a great job in leveraging their state sourced funds with local and federal resources to work with their communities in achieving the goals of their Regional Catchment Strategies, gazetted last year.

All of this cannot be achieved without a very committed team, and I am most appreciative of the efforts of my fellow Council Members. I must especially acknowledge Chris Arnott, our deputy Chair and our VCMC Secretariat, so ably led by our Executive Officer, Patricia Geraghty.

Equally, the newly established DEPI led by former Council Member Adam Fennessy has made it a simpler task for us to work towards the first objective of the CaLP Act: '...maintain and enhance long term land productivity while also conserving the environment'. In accordance with that Act, and the *Financial Management Act 1994*, I am pleased to present the report of the operations of the Victorian Catchment Management Council for the year ending 30th June 2014.

A handwritten signature in black ink, appearing to read 'Mick Murphy', with a long horizontal line extending to the right.

Mick Murphy OAM  
Chair  
29 August 2014

## Introduction to the VCMC

Appointed under the *Catchment and Land Protection Act 1994* (CaLP Act), the Victorian Catchment Management Council consists of up to 10 members appointed by Governor-in-Council on the basis of their skills, experience and knowledge of land protection, water resource management, primary industries, environment protection, conservation and local government.

### Council Members (26 September 2012 – 25 September 2015)

Mr Michael Murphy OAM - Chairperson

- Chair, Sustainability Fund Advisory Panel
- Chair, Riparian Advisory Group
- Chair, Victorian Waterway Strategy Management Stakeholder Reference Group
- Former Chair, Glenelg Hopkins Catchment Management Authority
- Former Mayor and Councillor, Moyne Shire Council
- Former Board member, South West Water Authority
- Civil Engineer and business development consultant

Mr Cullen Gunn

- Former Executive Officer, Victorian Catchment Management Council
- Partner in a small Victorian business engaged in farm forestry
- Director of Kilter Pty Ltd, managing VicSuper's Future Farming Landscapes investment

Mr Christopher Arnott

- Partner, Aither Pty Ltd
- Founder and Former Managing Director, Alluvium Consulting Pty Ltd
- Director, Engineers without Borders Australia
- Partner, Reputation Risk Map
- Fellow, Peter Cullen Trust Leadership Program
- Fellow, Williamson Community Leadership Program
- Extensive experience in waterway management and environmental flows

Mrs Merna Curnow

- Member, Victorian Women's Honour Roll
- Former member of Grains Research and Development Corporations Southern Panel
- Former Grains Councillor and Vice President of VFF Grains Council
- Former member of North Central Catchment and Land Protection Board

Dr Peter Greig

- President, Upper Barwon Landcare Network
- Former Chair, Corangamite Catchment Management Authority
- Vigner and beef breeder in Murron

Mr Craig Madden

- Member, Salinity Program Advisory Council
- Former member, Goulburn Broken Catchment and Land Protection Board
- Member, Goulburn Broken Water Service Committee for Murray Goulburn Water

Ms Peta Maddy

- Advisor on integrated water management solutions
- Degrees in Chemical Engineering and Science
- Past President, Australian Water Association, Victorian Branch

Mr John Young

- Former Chief Executive Officer, Wimmera Catchment Management Authority
- 35 years experience in natural resource and catchment management, including agriculture, national parks, public and coastal land management
- Community member of the Moyne Shire Environment and Conservation Committee and the Moyne Shire Coastal Risk Management Steering Committee
- Former member, Western Coastal Board

Mr Adam Fennessy (to 6 November 2013)

- Secretary, DEPI
- Former Executive Director, Infrastructure and Economics, Department of Premier and Cabinet.

- Previously a Commonwealth Government policy and legal adviser in the areas of transport, communications and the arts

**Council Staff**

Patricia Geraghty  
Executive Officer

Neil Meyers  
Research and Policy Co-ordinator

Tracey Koper  
Project and Administration Officer

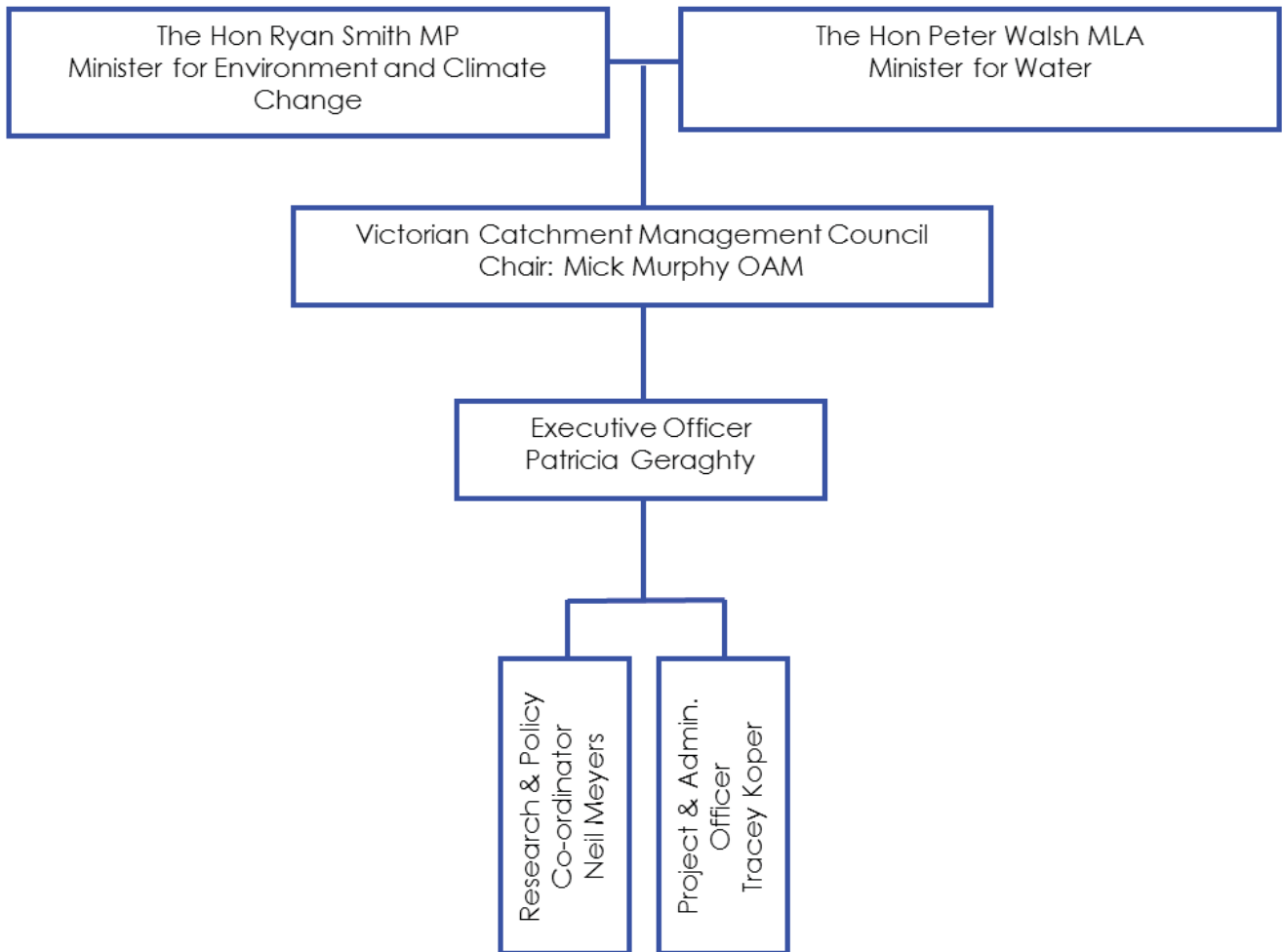
VCMC staff are employees of DEPI - see DEPI 2013-14 Annual Report for statement of workforce data for current and previous financial year.

The VCMC secretariat employed three people (3 FTE) in 2013-14

The breakdown of staff for the VCMC in 2013-14 is as follows:

	<b>2012-2013</b>	<b>2013-2014</b>
Executive Officers (salary greater than \$134,841)	0	0
Senior Management (salary less than \$134,841)	1	1
Administration Staff	2	2
Finance Staff	0	0
Male	1	1
Female	2	2
<b>TOTAL</b>	<b>3</b>	<b>3</b>

## Organisational Structure



## VCMC Role

### Background

The Victorian Catchment Management Council (Council) is the state government's peak advisory body on catchment management. Established under the *Catchment and Land Protection Act 1994* (CaLP Act) in 1997, The Hon. Ryan Smith MP, Minister for Environment and Climate Change and the Hon. Peter Walsh MLA, Minister for Water, were the responsible Ministers. The Council is uniquely placed, independent of government agencies, Catchment Management Authorities and non-government organisations, to take a long term view and influence change in working towards its vision for catchment management:

"Victoria will have healthy rivers flowing through ecologically sustainable and productive catchments."

Council takes a statewide view on land, water and biodiversity issues and priorities related to catchment management. It facilitates integrated and coordinated catchment management through Victoria's Catchment Management Framework.

Council works particularly closely with DEPI and CMAs. Council is also working to strengthen strategic catchment management planning by increasing collaboration with local government.

Council encourages cooperation of other bodies such as non-government organisations involved in the management of land and water resources.

In addition to its major statutory roles, Council has continued the excellent and highly productive working relationship with its Ministers, and has been called on to provide advice on a number of matters. Advice to both Ministers has included formal advice as requested on matters such as institutional arrangements; briefings on the Strategic Plan, the CaLP Act and catchment condition indicators.

### Partnerships

Council works particularly closely with DEPI and Environment Protection Authority Victoria (EPA). In addition, Council encourages cooperation between the major sectors of local government, community conservation and environment organisations, industry, state and federal agencies and regional Catchment Management Authorities by facilitating communication through various projects and forums.

Council has a unique relationship with CMAs. It is not responsible for the operation of CMAs, nor does it oversee their work. However, Council must be receptive to issues which emerge from the regions in developing a statewide position. It also provides the opportunity for CMAs to contribute to the policy and strategic picture at state level. Effective communication is critical to this process.

### Statutory Roles

Under Part 2, Section 9 of the CaLP Act, the functions of the Council are:

- (a) to advise the Minister and, if requested by any other Minister, that other Minister—
  - (i) on matters relating to catchment management which apply throughout the State; and
  - (ii) on the condition of the land and water resources of the State; and
  - (iii) on priorities for catchment management throughout the State; and
  - (iv) on priorities to be given on the need for research and investigation on matters related to catchment management which apply throughout the State;
- (b) to encourage the co-operation of persons and bodies involved in the management of land and water resources in furthering the objectives of this Act;
- (c) to promote community awareness and understanding of issues relating to catchment management;
- (d) to advise the Minister and provide information to the Minister on any matter referred to it by the Minister.

The Council is also required to advise the Minister under Part 8, Division 1 Section 69 (2), (3) and (4) of the CaLP Act, on actions before recommendation for the declaration or revocation of a declaration of an animal as an established pest animal or of a plant as a noxious weed, as follows:

- (2) Before recommending the declaration, or the revocation of a declaration, of an animal as an established pest animal the Minister must get advice on the proposal from the Council.
- (3) Before recommending the declaration, or the revocation of the declaration, of a plant as a noxious weed the Minister must get advice on the proposal from the Council and the Authority of the region in which the declaration applies or will apply.
- (4) The advice of the Council or an Authority under sub-section (2) or (3) must include—
  - (a) an assessment of the extent and severity of impact of the animal or plant in Victoria; and
  - (b) suggested measures for the management of any infestation of the animal or plant; and
  - (c) an estimate of the cost of these measures and how it might be funded.
- (5) The Minister may, in a particular case or class of cases, exempt the Council or an Authority from



complying with sub-section (4).

Furthermore, under Part 4, Section 19 Division 2 'Action Statements and Critical Habitats' of the Flora and Fauna Guarantee Act (1988), the Council is to provide comment on list nominations and action statements:

19. Action statements

- (1) The Secretary must prepare an action statement for any listed taxon or community of flora or fauna or potentially threatening process as soon as possible after that taxon, community or process is listed.
- (2) The action statement must set out what has been done to conserve and manage that taxon or community or process and what is intended to be done and may include information on what needs to be done.
- (3) In preparing or amending an action statement the Secretary must consider –
  - (a) any management advice given by the Committee, the Scientific Advisory Committee and the Victorian Catchment Management Council; and
  - (b) any other relevant nature conservation, social and economic matters.

**VCMC Committees**

Under the CaLP Act, the Council may, from its members, appoint any committees that it considers necessary and may abolish any such committee; and determine the procedure of each committee.

The nature and function of VCMC committees are described in the Operations of the VCMC later in this report.

Members of Council were also involved individually in a range of other external committees in 2013-14. A list of these committees is provided in Appendix 2.

## Executive Officer's Comment

The Victorian Catchment Management Council consolidated its work based on the Strategic Plan during 2013-14 and undertook several new activities in line with its goals. While the recommendations in the Catchment Condition and Management Report (CCMR) provided the foundation for Council's Strategic Plan for its entire term from September 2012 through to September 2015, annual Work Plans are developed each year, proposing some key activities. Two committees continued to operate in the early part of the 2013-14 year, sharing the work commitments across those key activities, with support from the Secretariat. The committees' progress and the work undertaken by Council as a whole are described later in this Annual Report.

Council needs to work collaboratively across the catchment management framework, and does so effectively. Relationships and shared objectives with the Catchment Management Authorities and with DEPI are vital. These relationships have been enhanced by the VCMC's Chair and Executive Officer being invited to join the Victorian Catchment Management Forum. Continuation of VCMC's membership in the CMA Chairs Forum and the CMA CEOs Group has also been fruitful in terms of positive relationships, as have Council representation on various committees and working groups, regional visits and the many conversations that occur.

The Chair, Mick Murphy OAM, plays the pivotal role in Council, and beyond in the catchment management framework as a whole. He has astounding energy and patience, and is generous with his time. I would like to thank the Chair, members and VCMC staff.



Patricia Geraghty  
Executive Officer  
29 August 2014

## Strategic Plan 2012 – 2015

### Our vision

'Victoria will have healthy rivers flowing through ecologically sustainable and productive catchments'

### Who we are

- Role of the Victorian Catchment Management Council (Council) is to positively influence the condition and management of land and water resources across Victoria's catchments through the provision of advice to government and key stakeholders
- Council is a champion of integrated catchment management based on the first objective in the *Catchment and Land Protection Act 1994* (CaLP Act):  
" ...to establish a framework for the integrated and co-ordinated management of catchments which will maintain and enhance long-term land productivity while also conserving the environment; and aim to ensure that the quality of the State's land and water resources and their associated plant and animal life are maintained and enhanced."

### What we must do

- Functions of Council are described in the CaLP Act, including providing advice to the Ministers on:
  - matters relating to statewide catchment management and the condition of land and water resources
  - priorities for catchment management
  - priorities for research and investigation related to catchment management
- To encourage the cooperation of persons and bodies involved in the management of land and water resources and promote community awareness and understanding of catchment management issues
- Council must report on its activities annually, and every fifth annual report is to provide an assessment of the condition and management of land and water resources in the State, most recently in October 2012
- Additional functions relate to the declaration or revocation of declaration of pest plant and animal species under the CaLP Act, in addition to:
  - Specific functions under the *Flora and Fauna Guarantee Act 1988*; and
  - Compliance with the *Public Administration Act 2004* and other related acts
- Council participates in and provides submissions on relevant reviews of legislation, strategies and plans

### Drivers for 2012-2015

*Catchment Condition and Management Report* (CCMR) 2012 recommends:

1. That robust processes be established to determine the condition of the State's land and water resources and the effectiveness of land protection measures.
2. That this crucial function be assigned to an independent and appropriately resourced entity, with the task of reporting annually on progress towards the implementation of these processes, and every six years on overall condition.
3. That a State Integrated Catchment Management (ICM) plan be developed to define, explicitly, the quality of the land and water resources that will maintain and enhance long-term land productivity, while also conserving the environment.

### Strategic Goals

These two goals are the key areas on which Council will focus its efforts over the 2012-2015 term. This will be undertaken by Council as a vehicle for change, for improving efficiency and effectiveness for the Catchment Management Framework and through using the knowledge and wisdom of our Council members and other experts. These Goals will be reviewed annually.

1. Implementing CCMR 2012 recommendations; working towards CCMR 2017
2. Provide leadership to the Catchment Management Framework

## Operations of the VCMC

The activities of Council include the following, as undertaken by the whole Council and by its various committees and working groups and determined by the Strategic Plan and by adaptive management of the annual work plan.

The Catchment Condition and Management Committee comprised Chris Arnott (Chair), Cullen Gunn, Merna Curnow and Mick Murphy. Its main task was to work towards the implementation of the first goal in the Strategic Plan.

The Committee developed and reported on an initial set of indicators to be monitored annually and to fulfil our role under the *Catchment and Land Protection Act 1994*. This was presented in a report to the two Ministers in November 2013. It was based on a small set of interim indicators using what were understood to be readily available datasets related to the condition and management of land and water resources across Victoria. An initial outline of the annual advice to the Ministers on catchment condition and management was developed based on these interim indicators. Despite strenuous efforts on the part of the Committee, it was found that many data were not available, not up-to-date or unable to show condition, management or trends. This was a similar conclusion to that in the Council's CCMR.

S.9J in the *Catchment and Land Protection Act* requires Council to report on the operation of this Act and the carrying out of its functions. In past annual reports, this requirement involved reporting on various programs and projects undertaken by the Catchment Management Authorities and by central agencies, within the integrated catchment management framework. However, these reports are available elsewhere, and can be found in the annual reports of these authorities and agencies.

The Catchment Governance Committee comprised John Young (Chair), Peter Greig, Craig Madden and Peta Maddy, and was set up in 2012 to provide advice on the operation of the Act. The Committee used the vehicle of the 20 year anniversary of the *Catchment and Land Protection Act 1994* in 2014 to provide advice to the responsible Ministers on the operation and continuing relevance of the Act. A scan was undertaken, using the key topics of 'integration; devolution; governance; and community engagement and empowerment' to assess the Act and to derive recommendations. A report on this task was delivered to the Ministers in November 2013, in accordance with the second goal in the Strategic Plan.

The 'Luminaries project' was undertaken by staff during December 2013-June 2014, based on the Council's decision to acknowledge and celebrate the establishment of the Act in 1994. The selection of ten luminaries of the Catchment Management Framework over the period 1994-2014 was undertaken by the project team. The project team worked with consultants Annie Bolitho and Brian Coffey in the inception and development of the project. The report is the consultants' work and is available on the VCMC website.

The whole Council worked on the further development of catchment condition and management indicators during the period December 2013-June 2014, in alignment with the activities of the Victorian Catchment Management Forum.

Additional activities included the provision of advice as required on the *Flora and Fauna Guarantee Act 1988*; two regional visits, to the North Central and Mallee CMAs; advice to the Minister for Environment and Climate Change on the declaration of the Tiger Pear and Arrowhead; and submissions on various plans and strategies including the Victorian Environmental Assessment Council's *Yellingbo Investigation 2013* and the Victorian Coastal Council's *Draft Victorian Coastal Strategy 2013*.

## VCMC Finance Report

The following table outlines operating revenue and expenditure for the 2009-2010, 2010-2011, 2011-2012, 2012-2013 and 2013-2014 financial years.

VCMC Financial Report 2009-2010 to 2013-2014

	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
<b>Operating Revenue</b>	\$	\$	\$	\$	\$
DEPI Allocation	603,071	548,061	684,789	549,646	530,663
Trust Funds	22,643	19,851	0	0	0
<b>Total Revenue</b>	652,714	567,912	684,789	549,646	530,663
<b>Expenses</b>	\$	\$	\$	\$	\$
DEPI Allocation	577,277	567,474	725,303	498,982	490,982
Trust Funds	1,921	19,851 <sup>1</sup>	0	0	0
<b>Total Expenses</b>	579,198	587,325	725,303	498,982 <sup>2</sup>	490,026 <sup>3</sup>

Notes:

1. The Council used the VCMC Trust Fund to sponsor a workshop on Indigenous Employment Opportunities in Natural Resource Management held on 29 June 2010.
2. There was an underspend in the 2012-2013 financial year due to the appointment of the Council members in September 2012, resulting in reduced expenditure for the period July to September 2012; and to savings on printing and editing in the production of the *Catchment Condition and Management Report 2012*.
3. There was approval from DEPI in October 2013 for a carry-over of \$46,000 from the 2012-13 financial year, mainly to fund regional visits. This additional funding was loaded into the budget in February 2014. Two regional visits were then organised for March and May 2014, before the end of the financial year.

VCMC, in conjunction with DEPI, has transitioned its accounting policies and financial reporting from current Australian Standards to Australian equivalents of International Financial Reporting Standards (IFRS).

### Significant Changes in Financial Position and Subsequent Events

There were no matters which changed the Council's performance or financial position during the 2013-14 reporting period. Further, there were no subsequent events which will have a material impact on the Council's future operations or financial position that occurred after this report was finalised.

## Statutory Responsibilities

### VCMC Meetings

	July 2013	August 2013	September 2013	October 2013	December 2013	February 2014	April 2014	June 2014
Mick Murphy	✓	✓	✓	✓	✓	✓	✓	✓
Chris Arnott	✓	✓		✓	✓	✓		✓
Merna Curnow	✓	✓	✓	✓	✓	✓	✓	✓
Adam Fennessy								
Peter Greig	✓	✓		✓	✓	✓	✓	✓
Cullen Gunn			✓		✓		✓	
Craig Madden	✓	✓	✓	✓	✓	✓	✓	✓
Peta Maddy		✓	✓	✓		✓	✓	✓
John Young	✓			✓	✓	✓	✓	✓

All absences were approved by the Chair prior to each meeting.

Adam Fennessy resigned from VCMC effective 6 November 2013.

### Freedom of Information

The VCMC is considered to be a "Government Agency" under the *Freedom of Information Act 1982* (FOI Act) and is required to comply with the procedures that have been prescribed under which members of the public may gain access to information held by agencies. A decision to release information is made by an Authorised Officer. The VCMC has determined that its Authorised Officer is the Department of Environment and Primary Industries Freedom of Information Manager, Ms Kim Reeves (03) 9637 9730.

During 2013-14, no requests were received for access to documents under the FOI Act 1982.

Documents which are maintained in the possession of Council include:

Internal working papers;

- Correspondence from Ministers and Members of Parliament, Government Departments and agencies, members of the public and the private sector;
- Reports prepared by consultants commissioned by Council;
- Accounts records;
- Personnel and salary records; and
- Organisation and accommodation records.

You have a right to apply for access to documents held by VCMC and covered by the FOI Act 1982. This applies to both documents created by VCMC as well as those supplied to VCMC. You may apply for the original or for a copy.

FOI requests (\$26.50) must be made in writing to:

Ms Kim Reeves  
 Freedom of Information Manager  
 Department of Environment and Primary Industries  
 P.O. Box 500  
 East Melbourne Vic 3002  
 Tel: (03) 9637 9730  
 12

Email: kim.reeves@DEPI.vic.gov.au

Requests should be as specific as possible to enable the FOI Authorised Officer to identify relevant documents as quickly and efficiently as possible.

Once your letter requesting access has been received, the Department of Environment and Primary Industries must respond to you as soon as possible, but not later than 45 days, outlining its decision on your request. If the Department of Environment and Primary Industries refuses you access to the documents sought, you can appeal to the Principal Officer (Patricia Geraghty, Executive Officer) for an internal review, but you must do so within 28 days of the letter sent to you. The Department of Environment and Primary Industries must then reconsider your request and respond to you within 14 days.

If you wish to appeal further to the Victorian Civil and Administrative Tribunal, you must do so within 60 days of the date you were notified of the internal review.

### **Consultancies**

The VCMC commissioned no consultancies >\$10,000 in 2013-2014.

The VCMC commissioned one consultancy <\$10,000 in 2013-2014, at a total cost of \$9,946.00.

The definition of consultancy was updated effective from 1 July 2013. Consequently, disclosures on the 2013-2014 consultancy expenditure cannot be compared with previous year disclosures.

### **National Competition Policy**

Competitive neutrality seeks to enable fair competition between government and private sector businesses. Any advantages or disadvantages that government businesses may experience, simply as a result of government ownership, should be neutralised. The VCMC continues to implement and apply this principle in its business undertakings.

### **Community Inclusiveness – Diversity Reporting Statement**

The VCMC is committed to policies, programs and strategies aimed at delivering appropriate services to all Victorians regarding cultural diversity, women, young people and Indigenous affairs.

### **Victorian Industry Participation Policy Act**

The *Victorian Industry Participation Policy Act 2003* requires public bodies to report on the implementation of the Act and applies when the Victorian Government's funding or provision of a grant exceeds \$3m in Metropolitan Melbourne and \$1m in Regional Victoria. The *Victorian Industry Participation Policy Act 2003* applies to all contracting arrangements for projects above this threshold including any sub-contracted elements which may be below this threshold.

The VCMC had no contracts that were commenced or completed in the 2013-14 period to which Victorian Industry Participation Policy applied.

### **Major Contracts**

There were no major contracts valued at \$10 million or more entered into in 2013-14.

### **Protected Disclosures Act**

The *Protected Disclosure Act 2012* (PD Act) enables people to make disclosures about improper conduct by public officers and public bodies. The Act aims to ensure openness and accountability by encouraging people to make disclosures and protecting them when they do.

There were no disclosures made under the PD Act during the 2013-14 reporting period.

What is a 'protected disclosure'?

A protected disclosure is a complaint of corrupt or improper conduct by a public officer or a public body. The Victorian Catchment Management Council is a "public body" for the purposes of the Act.

What is 'improper or corrupt conduct'?

Improper or corrupt conduct involves substantial:

- mismanagement of public resources; or
- risk to public health or safety or the environment; or

- corruption.

The conduct must be criminal in nature or a matter for which an officer could be dismissed.

How do I make a 'Protected Disclosure'?

You can make a protected disclosure about the Victorian Catchment Management Council or its Council members, officers or employees by contacting DEPI or IBAC on the contact details provided below. Please note that the Victorian Catchment Management Council is not able to receive protected disclosures.

How can I access the Victorian Catchment Management Council's procedures for the protection of persons from detrimental action?

The Victorian Catchment Management Council uses established procedures from DEPI for the protection of persons from detrimental action in reprisal for making a protected disclosure about the Victorian Catchment Management Council or its employees. You can access DEPI's procedures on its website at: [www.depi.vic.gov.au](http://www.depi.vic.gov.au).

Department of Environment and Primary Industries (DEPI)  
Jennifer Berenson, Senior Advisor, Privacy and Ombudsman  
PO Box 500, East Melbourne Vic 3002.  
Telephone: 03 9637 8697  
Email: [jennifer.berenson@depi.vic.gov.au](mailto:jennifer.berenson@depi.vic.gov.au)  
Website: [www.depi.vic.gov.au](http://www.depi.vic.gov.au)

Independent Broad-Based Anti-Corruption Commission (IBAC) Victoria  
Level 1, North Tower, 459 Collins Street Melbourne 3000  
Mail: IBAC, GPO Box 24234 Melbourne 3001  
Website: [www.ibac.vic.gov.au](http://www.ibac.vic.gov.au)  
Phone: 1300 735 135

Email: see website above for the secure email disclosure process, which also provides for anonymous disclosures

## **Employment and Conduct Principles**

Victorian Public Service employment and conduct principles are applied in the appointment and management of staff. The VCMC follows the principles used by DEPI, in accordance with Government directives.

Public entities are required to have in place employment processes that will ensure that:

- employment decisions are based on merit;
- public sector employees are treated fairly and reasonably;
- equal employment opportunity is provided;
- human rights as set out in the Charter of Human Rights and Responsibilities are upheld; and
- public sector employees have a reasonable avenue of redress against unfair or unreasonable treatment.

Codes of conduct and standards issued by the Victorian Public Sector Commission (VPSC), include:

- the Code of Conduct for Victorian Public Sector Employees
- the Conflict of Interest Policy Framework and the Gifts Benefits and Hospitality Policy Framework

For further information, please refer to the VPSC's website ([www.vpsc.vic.gov.au](http://www.vpsc.vic.gov.au)).

## **Building Act**

VCMC is located within DEPI premises (8 Nicholson St East Melbourne) and uses Departmental facilities. It is understood that the owner of the building is compliant with building and maintenance provisions of the *Building Act 1993*.

## **Environmental Reporting**

Under FRD24C, CMAs are classified under the "other public sector entities", and are encouraged to adopt the requirements of this Financial Reporting Direction. The FRD24C requirements are not mandatory for public agencies; they apply only to Government Departments, the Environment Protection Agency and Sustainability Victoria.



The VCMC has been incorporated in DEPI's Environmental Reporting under FRD24C.

### **Additional VCMC Information Available on Request**

In compliance with the requirements of the Standing Directions of the Minister for Finance, details in respect of the items listed below have been retained by the Victorian Catchment Management Council and are available (in full) on request, subject to the provisions of the *Freedom of Information Act 1982*:

(a) Details of publications produced by the Victorian Catchment Management Council about itself.

The information is available on request from:

The Project Officer

the Victorian Catchment Management Council

Phone: (03) 9637 9892

Email: [tracey.koper@depi.vic.gov.au](mailto:tracey.koper@depi.vic.gov.au)

Web: [www.vcmc.vic.gov.au](http://www.vcmc.vic.gov.au)

### **Additional information included in annual report**

Details in respect of the following items have been included in the Victorian Catchment Management Council's annual report, on the pages indicated below:

(a) a list of the Victorian Catchment Management Council's major committees; the purposes of each committee; and the extent to which the purposes have been achieved (on page 10).

(b) a statement of completion of declarations of pecuniary interests by relevant officers (on page 15).

### **Pecuniary Interests**

Declarations of pecuniary interests have been duly completed by all relevant members and officers.

## Compliance Disclosure Index

Legislation	Requirement	Page reference
<b>Ministerial Directions</b>		
Charter and purpose		
FRD 22E	Manner of establishment and the relevant Ministers	6
FRD 22E	Objectives, functions, powers and duties	6
FRD 22E	Nature and range of services provided	6
<b>Management and structure</b>		
FRD 22E	Organisational structure	5
Financial and other information		
FRD 10	Disclosure index	16
FRD 12A	Disclosure of major contracts	13
FRD 22E, SD 4.2(k)	Operational and budgetary objectives and performance against objectives	11
FRD 22E	Employment and conduct principles	14
FRD 22E	Occupational health and safety policy	*
FRD 22E	Summary of the financial results for the year	11
FRD 22E	Significant changes in financial position during the year	11
FRD 22E	Major changes or factors affecting performance	11
FRD 22E	Subsequent events	11
FRD 22E	Application and operation of Freedom of Information Act 1982	12
FRD 22E	Compliance with building and maintenance provisions of Building Act 1993*	15
FRD 22E	Statement on National Competition Policy	13
FRD 22E	Application and operation of the Protected Disclosure Act 2012	13
FRD 22E	Details of consultancies over \$10,000	13
FRD 22E	Details of consultancies under \$10,000	13
FRD 22E	Statement of availability of other information	15
FRD 25B	Victorian Industry Participation Policy disclosures	13
SD 4.2(g)	Specific information requirements	15
SD 4.2(j)	Sign off requirements	2
<b>Legislation</b>		
<i>Freedom of Information Act 1982</i>		12
<i>Building Act 1983</i>		15
<i>Protected Disclosure Act 2001</i>		13
<i>Victorian Industry Participation Policy Act 2003</i>		13
<i>Financial Management Act 1994</i>		11

\* See DEPI Annual Report 2013-214

**Committees and Working Groups that included a member or staff member of VCMC in 2013 – 2014**

<b>Group Name</b>	<b>VCMC Representative</b>
CMA CEOs Forum	Patricia Geraghty
CMA Chairs Forum	Mick Murphy
CMA Communication Officers Forum	Tracey Koper
DEPI MER Working Group	Neil Meyers
DEPI Victorian Landcare and Catchment Management Magazine Editorial Committee	Tracey Koper
Riparian Advisory Group	Mick Murphy
Victorian Catchment Management Forum	Mick Murphy, Patricia Geraghty
Victorian Waterway Management Strategy Reference Group	Mick Murphy

## VCMC Activities and responsibilities under the Flora and Fauna Guarantee Act 1988

Nominations for final FFG listings supported by the Scientific Advisory Committee (SAC) and VCMC:

### Taxa

Grey Grass Tree (*Xanthorrhoea glauca* ssp. *angustifolia*)  
Mountain Burr-daisy (*Calotis pubescens*)  
Masters' Snake (*Drysdalia masterii*)  
Martin's Toadlet (*Uperoleia martini*)  
Grampians Globe-pea (*Sphaerolobium acanthos*)

### Communities

There were no communities identified and supported for listing under the *Flora and Fauna Guarantee Act 1988* by the SAC and VCMC.

### Potentially Threatening Processes

There were no potentially threatening processes identified and supported for listing under the *Flora and Fauna Guarantee Act 1988* by the SAC and VCMC.

### VCMC Responses to Draft Action Statements:

Under Section 19 (1) of the *Flora and Fauna Guarantee Act 1988*, the Secretary must prepare an action statement for any listed taxon or community of flora or fauna or potentially threatening process as soon as possible after that taxon, community or process is listed. The VCMC provided advice to the Secretary on the following Draft Action Statements. Under Section 19 (3) of the *Flora and Fauna Guarantee Act 1988*, the Secretary must consider any management advice given by the Victorian Catchment Management Council.

Glossy Black-Cockatoo (*Calyptorhynchus lathami lathami*)  
Long-nosed Potoroo (*Potorous tridactylus*)  
Large Brown Tree Frog (*Litoria littlejohni*)  
Eastern She-oak Skink (*Cyclodomorphus michaeli*)

Printed on recycled paper

Victorian Catchment Management Council  
8 Nicholson Street  
EAST MELBOURNE VIC 3002  
Ph 03 9637 9892 Fax 03 9637 8024

[www.vcmc.vic.gov.au](http://www.vcmc.vic.gov.au)