

## Stormwater Australia

Stormwater Australia is the peak body representing the interests of stormwater practitioners nationally. As a grass roots, largely volunteer resourced organisation we seek additional Board members for our national board.

Over the next 12-18 months we have a number of exciting projects underway which will require the input of knowledgeable and skilled people. These projects include:

- Engaging with the federal government in policy development areas as a follow on from successful efforts to motivate for and input into a Senate Inquiry into Stormwater Management in Australia;
- Undertaking a national process of governance reform across member state associations in order to achieve better alignment of governance procedures and compliance efforts;
- Developing a shared and improved business and administration practices across a 'federated' model of associations in order to achieve equity, value and efficiencies;
- Continuing our successful national conference and awards program which are held in high regard across industry.

While our current board has access to a range of skills we are especially interested in speaking to interested candidates who have experience in governance reform, and experience across different state jurisdictions, and strategic communications in a reform environment.

In considering applications against our selection criteria we will be holding these attributes in high regard.

Further information on our current Board and the association can be found on our website

[www.stormwater.asn.au](http://www.stormwater.asn.au).

## Call for Director Nominations

As per the revised constitution adopted at the 2014 AGM, Stormwater Australia seeks to receive nominations for a number of vacant Board positions to be filled. The following sections relate to the mandatory and desired aspects of nominations to fill these Board positions.

Currently the Association is able to offer incumbent directors the benefits of association insurance which includes:

- Professional Indemnity Cover (including injury and property damage cover)
- Directors and Officers cover
- Association Reimbursement cover
- Association Entity cover
- Employment Practices Liability (Association and Insured persons) cover
- Fidelity cover
- Tax Investigation cover
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In addition the association will provide the following to assist appointed Directors in delivery of their duties:

- Secure web based services for accessing and reviewing key business documents
- The benefit of a secretariat service to assist with reporting, delivery of key activities and key business activity summaries
- Travel allowances or reimbursed travel expenses to attend official meetings.
- No specific director remuneration is offered.

It is expected that the once the full Board is appointed we will be able to refine the levels of business support based on agreed priorities and available resource.

As a national body, our board is required to represent different state jurisdictions to achieve a balance, and will be assessed on relevant experience and knowledge of different states<sup>1</sup> (and especially in relation to business skills).

All appointments will be on the basis of a 1 year term; re-appointment will be subject to a combination of performance assessment and ongoing business needs.

### Timelines

Nominations are called from 12 April 2017 with applications closing 1 May 2017.

Please send nominations to [secretary@stormwater.asn.au](mailto:secretary@stormwater.asn.au).

For queries and further information please contact 0417 516 756.

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<sup>1</sup> Note Member state associations are able to provide a nomination 'on behalf' of their association, however it is generally expected that a vetting and selection process will have occurred at the state level for a nomination to be provided. All applications will be still be assessed by the Nominations Committee in line with the advertised evaluation process.

## Key selection criteria

The following key selection criteria have been developed to assist interested nominating parties to prepare applications.

### Geographical representation

As a National body it is important that the interests of member states are able to be represented at the National Board level, and according to the constitution one Director should be selected from each state jurisdiction

In considering nominations candidates with experience in multiple jurisdictions will be considered favourably.

### Industry skills and knowledge

To ensure a broad base of skills we are looking for people with an understanding of issues particular to the stormwater industry. Although not a key selection criteria the skills and knowledge demonstrated is considered useful for the nominations committee to select preferred candidates, particularly where candidates demonstrate acceptable competency in other areas.

As a skills based Board, we are also interested to hear from candidates who are able to offer an independent view, although this independence need to complement the ability of the Board to represent and respond to industry needs.

### Industry representation

To achieve a balance of representation of industry segments we would generally be seeking a candidates who are able to demonstrate experience and knowledge in the following areas.

- Local Government
- State Government
- Consulting
- Land use planning
- Urban design
- Engineering
- Environmental science
- Social science
- Research
- Policy development

## Business Skills

We seek nominations to complement and extend our existing skillsets in at least two of the following areas:

- Strategic communications in a reform situation
- Governance and constitutional reforms
- Board strategy
- Marketing and communications
- Business administration
- Corporate Governance and policy
- Finance
- Advocacy
- Education and skills development
- Infrastructure and Asset management
- Knowledge of director duties and responsibilities
- Knowledge of relevant laws

Multiple competencies will be considered favourably.

## ‘X factor’

Candidates will be assessed against their potential to contribute positively in developing and delivering on a constructive national agenda, and a short statement (50 words or less) should be included with the application to demonstrate the candidate’s passion and commitment to providing leadership.

Involvement in community and industry association activity will be considered favourably.

## Sustaining member representatives.

Under our constitution one director position is reserved for a sustaining member representation.

While we currently have a number of Board members who satisfy this criteria we are interested in hearing from other sustaining members in the interest of ensuring our sustaining member representation reflects broadly the different industry roles and segments of this membership group.

## Nominations process.

A national nominations committee now calls for nominations to fill up to 3 Board positions.

At a minimum the format of nominations should include the following

- CV.
- Selection statement/ statement of intent/ interest (i.e. to assess X factor).
- Referees (at least 2).
- Confirmation statement that if accepted, the nominee is willing to accept the responsibilities of directorship as required by law.

Once nominations are received, members of the nomination committee<sup>2</sup> will assess against an evaluation plan (see below) and make recommendations for appointments.

### Appointment.

Recommendations from the nomination committee for formal appointment of successful candidates would normally be put to the next AGM (October/ November) to be accepted by the members.

Depending on criticality of skills against business needs there is an option to seek to accept candidates via a Special General Meeting, or for skill sets to be co-opted onto the Board.

Regardless of the formal appointment mechanism, we are seeking to have access to skillsets of successful candidates from around the start of the 2017-18 financial year.

### Nomination.

Appendix One provides a nomination form to be completed by nominees.

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<sup>2</sup> The Nominations Committee comprises three current board members, a state association representative and an independent member.

## Evaluation process

The evaluation process is guided by a plan, however the nomination committee reserves the right to alter specific processes and criteria as it sees fit once the number and quality of candidates are confirmed.

Generally, the plan allows for a multi stage assessment process as described below.

### **Stage 1 Assessment against business skill area**

Each Business skills area for candidates is assessed and ranked in a matrix that includes current and prospective Board members.

The strongest cohort of prospective candidates that augment the existing Board capabilities is carried forward to the next stage.

### **Stage 2 Assessment against industry and jurisdictional representation**

Nominations at this stage are assessed to determine the broadest scope of industry and jurisdictional representation while ensuring a desired skills balance is achieved.

Depending on the quality and mix of candidates at this stage we may shortlist candidates for interview.

At the end of this Stage 2 we expect to be in a position shortlist candidates for reference checking.

### **Stage 3 Referee Checks**

Referees checks are conducted on preferred shortlisted candidates confirming the information provided upon which assessments have been made.

### **Stage 4. Confirmation**

Offers will be made to successful candidates and be subject to Director consent forms being provided.



## Appendix One- Nomination form

**Name**

**Street Address**

**State**

**Postcode**

**Contact details**

Email

Phone

**Declarations**

In providing my nomination I agree/ attest to the following:

I am legally eligible to have my nomination considered, and have not been involved in activities that would preclude me from consideration including:

- I expect to be at least 18 years of age at such time my nomination is accepted;
- Being bankrupt and/or are an undischarged bankrupt;
- Being subject to a personal insolvency agreement or an arrangement under Part X of the Bankruptcy Act that has not been fully complied with;
- Being subject to a composition under Part X of the Bankruptcy Act and final payment has not been made;
- Being convicted of various offences such as fraud or offences under company law, such as a breach of duties as a director or insolvent trading within the past five years; and/ or
- If I have been imprisoned for a of relevant company law offences, it has been more than five years after my release from prison for these offences.

Declaration signed ..... Date ...../...../2017

<p>I am generally aware of the roles and responsibilities of Directors and willing to accept these (for further information <a href="http://www.companydirectors.com.au/membership/the-informed-director/what-are-the-general-duties-of-directors">http://www.companydirectors.com.au/membership/the-informed-director/what-are-the-general-duties-of-directors</a> )</p>	<p>Yes/ No</p>
<p>If accepted I am willing to comply with relevant policies and procedures as required by Stormwater Australia (see section under <a href="http://www.stormwater.asn.au/publications">http://www.stormwater.asn.au/publications</a>), and in particular those which respond to conflict of interest, confidentiality and appropriate use of privileged information.</p>	<p>Yes/ No</p>
<p>I am able to commit time to attend regular (bi-monthly) meetings and will use</p>	<p>Yes/ No</p>

my best endeavours to contribute time and resources to progress agreed business priorities as these arise.	
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**Statement of competencies**

I have competencies in the following areas (note a minimum of 2 are required):

Area of competency	Yes/ No	Outline/ Summary
● Governance reform		
● Strategic communications in a reform environment		
● Marketing and communications		
● Business administration		
● Corporate Governance and policy		
● Finance		
● Education and Skills development		
● Infrastructure and Asset management		
● Advocacy		
● Knowledge of director duties and responsibilities		
● Knowledge of relevant laws		

**Statement of intent**

Please outline why you think you are the best candidate to be considered for the role.

**Qualification and Experience**

Please provide summaries of any relevant qualifications or experience in support of the above.

**Supporting Evidence**

Please attach any supporting evidence (e.g. CV, capability statements, academic transcripts as necessary)

**Referees**

Please provide at least 2 referee contact details