



Regional Development

Regional Development Australia and Regional Development Victoria

Regional Development Australia Victorian Committee Membership

Information Handbook



An Australian Government Initiative



PART A - REGIONAL DEVELOPMENT AUSTRALIA

Overview

The Australian Government Parliamentary Secretary for Infrastructure, Transport, Regional Development and Local Government, the Hon Maxine McKew MP, and the Victorian Minister for Regional and Rural Development, the Hon Jacinta Allan MP, on behalf of the Australian and Victorian Governments, have reached in-principle agreement on a Memorandum of Understanding (MoU) setting out the arrangements for the creation of a new joint Commonwealth-State regional development network to implement a more strategic and responsive approach to regional development and help guide economic growth across regional Victoria.

Local government representation on the committees will ensure that the three levels of government work in partnership to benefit local communities and find local solutions.

In Victoria, the Regional Development Australia (RDA) network is replacing the Australian Government's 12 Area Consultative Committees. The RDA network will come into effect in Victoria from 1 October 2009. The RDA network will enable improved communication between the people of Victoria and all levels of government.

The new RDAs will be generally aligned with the Victorian Government administrative boundaries. There will be four RDAs located in metropolitan Melbourne covering Northern Melbourne, Western Melbourne, Southern Melbourne and Eastern Melbourne. Five RDAs will be located in provincial Victoria covering the regions of Loddon Mallee, Barwon South West, Grampians, Hume and Gippsland. RDA committees in Victoria will be unincorporated associations.

The new RDAs will be administered by, and work collaboratively with, Regional Development Victoria (RDV) to advance regional development priorities and retain jobs. RDA will also support community engagement, regional planning, whole-of-government activities, government programs and community development. The Commonwealth will provide funding to the Victorian Government to be directed to RDV for RDA purposes.

RDA Chairs, Deputy Chairs and members will be expected to contribute their time and have a personal commitment to working in partnership with government for the benefit of their local and regional communities.

Role of Regional Development Australia committees

RDA committees will assist the Australian, Victorian and local governments by taking on a broad role to:

- provide advice to government about regional issues;
- provide strategic input into national and state programs;

- provide information to regional communities and local government on national and state government initiatives;
- help coordinate regional planning and regional development initiatives; and
- work closely with local governments, community organisations and other regional organisations.

In particular, RDA committees will play a strong role to:

- promote economic and employment growth in regional Victoria;
- assist regional communities to capitalise on their regional strengths to broaden and reposition the industry base of regions and develop new products and markets;
- develop regional or local solutions for regional or local business development problems; and
- identify opportunities to fill gaps left by the market system.

Who can apply?

Committee nominations are welcome from people with the capabilities and expertise to contribute to the development and growth of regions in Victoria.

Appointees to RDA committees are expected to represent the broad interests of the region, rather than those of any particular organisation(s), and must be available for participation in committee meetings and activities. Committee members will be drawn from a cross-section of regional communities. Committee members are required to be people of good character who reflect accepted standards of community behaviour.

Committee members must reside in and/or have a demonstrated affiliation with the region that the committee represents.

Committee Composition

Appointments will be made jointly by the Australian Government Parliamentary Secretary for Infrastructure, Transport, Regional Development and Local Government, and the Victorian Minister for Regional and Rural Development (the Ministers).

Committee members will serve on a voluntary basis, with no sitting fees, though reimbursement for reasonable travel expenses may be available. Chairs and Deputy Chairs will be appointed for a fixed term of three years. Committee members will serve for up to three year terms. At the end of the term, members may stand down or renominate for an additional term.

The committees will consist of approximately 10 members. Each committee will include at least three local government representatives.

Submitting an Expression of Interest

To submit an expression of interest for appointment to an RDA committee, you will need to:

- complete the Expression of Interest form;
- provide a one- to two-page curriculum vitae of skills, experience and qualifications;
- provide supporting information on your capabilities and expertise in relation to the RDA committee selection criteria; and
- provide details of two referees.

Refer to Part B if you are applying for an RDA committee member position and Part C if you are applying to be a committee Chair or Deputy Chair.

Expression of Interest forms should be emailed or posted to:

graeme.ludbrook@rdv.vic.gov.au

Graeme Ludbrook
Manager, Regional Operations
Regional Development Victoria
GPO Box 4509
MELBOURNE 3001

For further information: Graeme Ludbrook on 03 9651 9424.

Applications for appointment close on 24 July 2009.

PART B – APPLICATIONS FOR APPOINTMENT AS AN RDA COMMITTEE MEMBER

Interested in being a committee member?

If you are interested in applying for appointment as an RDA committee member you should address the following selection criteria in addition to completing the Expression of Interest form.

Selection criteria for committee members

Capabilities and skills expected of committee members are:

- leadership, vision and ability to champion regional interests;
- ability to achieve creative, strategic and holistic solutions for local and regional development;

- ability to gather commitment and support for regional and local initiatives;
- ability to advise the Australian and Victorian Governments on a broad range of regional development issues;
- a good understanding of the principles and practices of effective corporate governance;
- ability to reflect the economic, social and cultural diversity of the region;
- a good understanding of the economic, social and environmental opportunities and challenges facing the region; and
- sound communication, interpersonal and group skills, and the ability to effectively present community views and interests.

Expertise in one or more of the following areas is desirable:

- economic development at local and regional levels;
- successful business and/or management experience;
- business and local development networks;
- community initiatives that contribute to local or regional development; and
- the principles of social inclusion.

PART C – APPLICATIONS FOR APPOINTMENT AS AN RDA COMMITTEE CHAIR AND DEPUTY CHAIR

RDA committee Chairs are appointed by the Ministers for a fixed term of three years in each of the RDA committees.

Committee Chairs will:

- provide strategic leadership and direction to the RDA committee in fulfilling its charter and function;
- represent, promote and advocate on behalf of the RDA committee in the region;
- establish networks to facilitate wide consultation and provide broad accountable feedback to government;
- work in consultation with the administrative agencies to promote whole-of-government initiatives;
- manage and oversee the activities of the Executive Officer (or equivalent); and
- be responsible for meeting the legal and contractual obligations of the RDA service, and for the efficient, transparent and accountable management of the RDA committees and funds.

An RDA committee Deputy Chair would assume the role and duties of an RDA committee Chair (as defined above) at any time when the Chair is not available. This includes casual vacancies, extended periods of leave, when situations of conflict of interest arise that may

affect the Chair carrying out their normal role, and any delay in the appointment of a replacement Chair.

The Deputy Chair also plays an important role in supporting the Chair as required. This may include chairing sub-committees.

Selection criteria for Chair and Deputy Chairs

If you are interested in applying for appointment as either a committee Chair or Deputy Chair, then you should address the following selection criteria.

In addition to the skills required of committee members (refer Part B), RDA committee Chairs and Deputy Chairs are expected to have:

- high-level skills and knowledge in an area of regional development or a related field;
- outstanding communication, interpersonal and group management skills, and the ability to effectively present community views and interests;
- high-level understanding of economic, social and environmental issues within the region;
- financial management, governance and leadership skills; and
- ability to represent the diversity of the region.

PART D – APPOINTMENT PROCESS

Nominees for appointment to RDA committees will be assessed on their capabilities and expertise. Committee members are expected to have high standards of conduct and ethics in applying principles and practices of corporate governance and appointees to committees will be required to comply with a Code of Conduct and Ethics.

In assessing expressions of interest for committee appointments referee, qualification and Australian Securities and Investments Commission (ASIC) checks may be undertaken. These checks may include requesting certified copies of relevant qualifications. Applicants will need to sign the EOI form declaring that the information submitted is true and correct and giving permission for relevant checks to be made.

Applicants who are to be short-listed for appointment may be required to sign a statutory declaration in relation to any previous conviction for a civil or criminal offence punishable by a period of imprisonment.