

# Reef Trust Partnership

ISSUED 31 May 2021



***Eastern Cape York  
Integrated Catchment Management  
Water Quality Program***

**Program Steering Committee:  
Overview and Application Form**

# 1 Background and Overview

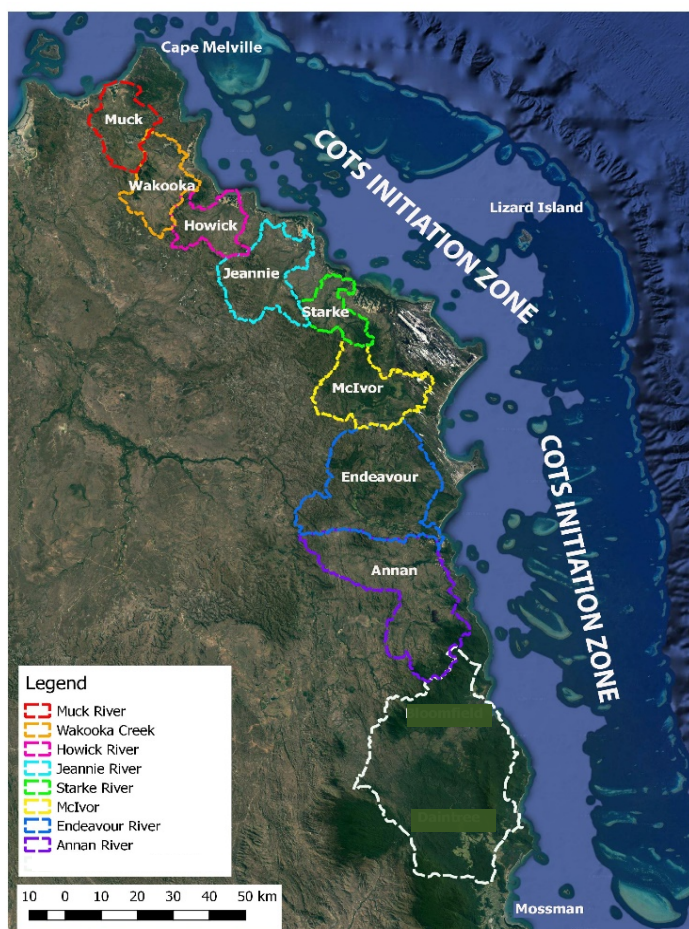
## 1.1 The Reef Trust Partnership and Proposed Eastern Cape York Water Quality Program

The partnership between the Australian Government and the Great Barrier Reef Foundation (GBRF) is centred on a landmark investment of \$443.3 million to build the resilience of the Great Barrier Reef (the Reef). Commencing in July 2018, this is the largest single government investment in protecting the Reef and its outstanding universal value. Over six years, this investment will support delivery of the Reef Trust Partnership (the Partnership).

The Partnership includes an investment of \$201 million to address water quality improvement targets impacting the Great Barrier Reef World Heritage Area. Of this funding, \$10 million has been allocated for protection and conservation measures aimed at maintaining water quality, particularly in less disturbed catchments. Under this workstream, GBRF is seeking to establish a water quality program in the eastern Cape York region (the Eastern Cape York Water Quality Program – ECY WQP). The proposed program area is highlighted in Figure 1. It comprises the following eight coastal catchments: Annan, Endeavour, McIvor, Starke, Jeannie, Howick, Wakooka, and Muck.

This document relates to the establishment of a small Steering Committee for the ECY WQP. Separately, GBRF is seeking Expressions of Interest in implementing protection and conservation measures aimed at maintaining water quality, particularly in less disturbed catchments in eastern Cape York (refer to separate Guideline issued by GBRF regarding the call for Expressions of Interest for a Program Manager and Projects).

Figure 1: Eastern Cape York Water Quality Program Area



## 1.2 Program Governance

The indicative governance arrangements for the ECY WQP are described below and illustrated in Figure 2. However, GBRF may consider an alternative governance model if applicants demonstrate the proposed arrangement(s) better aligns with the specific regional context and could deliver better outcomes. The program is expected to involve:

- **Steering Committee:** the program will be overseen by a Steering Committee, likely consisting of representatives from GBRF, the program manager, local landowner representatives, relevant stakeholders and a GBRF-appointed independent technical expert.
- **GBRF:** as the funding body, GBRF will remain closely involved in the program governance via the program Steering Committee as well as involvement in all major procurement/grant processes under the program.
- **Program Manager:** to coordinate and lead, in close consultation with GBRF, the delivery of the ECY program. The program manager will lead the design, management and monitoring of the program, including working with landowners and stakeholders to identify priority sites and activities for interventions to improve water quality.
- **Partner organisations, including delivery providers and landholders:** to implement individual water quality improvement projects or activities as part of the ECY WQP. It is expected that these organisations will be engaged directly by GBRF, although alternate arrangements will be considered if a clear business case is presented.

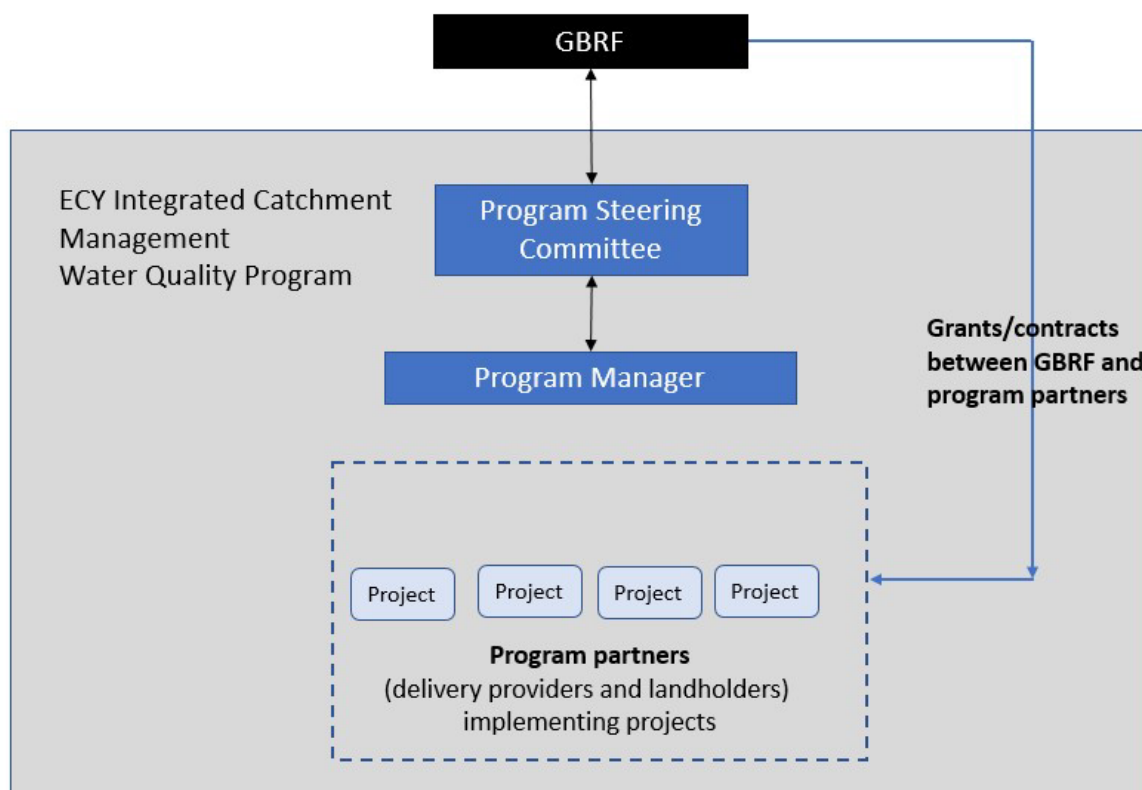


Figure 1. Proposed governance arrangements for the Eastern Cape York Water Quality Program

## 2 The Steering Committee

### 2.1 Roles and responsibilities

The purpose of the Steering Committee is to guide the planning and implementation of the ECY WQP through the following:

- **Technical and strategic guidance:** Overseeing and endorsing the proposed approach to delivering the Water Quality Program, including the program plan, annual work plans, and related plans, including the suitability, efficacy and efficiency of the approach and related activities.
- **Risk management:** Identifying and providing guidance on the approach to manage key risks to the program.
- **Review of key milestones:** Reviewing and providing feedback on key program deliverables, including regular progress reports.
- **Linking to other programs:** Identifying linkages and synergies with other existing or proposed programs related to improving water quality in the Great Barrier Reef

The Steering Committee may make recommendations to the GBRF but is not a decision-making body. GBRF may chair, and may also provide secretariat support to, the Steering Committee. However, GBRF reserves the right to vary these arrangements, depending on the appointment of the Program Manager, and the nature of the selected projects.

Initially it is expected the Steering Committee will convene monthly. This frequency may change once the program is well established. GBRF and Steering Committee participants will determine this collaboratively.

It is expected the Steering Committee will be established in early July 2021 and its support to GBRF and the Partnership will be ongoing until the end of the program in June 2024. However, the purpose, role and composition of the Steering Committee will be reviewed every year.

### 2.2 Eligibility to be considered for the Steering Committee

To be eligible to submit an EOI application to become a member of the Program Steering Committee, applicants need to meet the following requirements:

- be a designated, nominated representative of an organisation working within the program area; or
- an individual with an interest in the program area; and
- confirmation that all actual, perceived, or potential conflicts of interest relating to the grant project have been declared.

### 2.3 Submitting an application for the Steering Committee

Applications open on 31 May 2021 and close at 12 noon, 5 July 2021.

Individuals wishing to nominate for the Steering Committee must submit an application to GBRF including:

- A one-page letter of nomination from the nominating organisation (if being nominated);
- A one-page cover letter, outlining their interest, and motivation (all applications); and
- A CV (no more than 4 pages) outlining their relevant experiences, organisation affiliation(s) in the program area and outside it (all applications).

Questions can be emailed to the Great Barrier Reef Foundation (GBRF) Grants Office at [grants@barrierreef.org](mailto:grants@barrierreef.org).

Applications (with all attachments) must be submitted to the following email: [grants@barrierreef.org](mailto:grants@barrierreef.org).

## **2.4 Assessment process**

It is important the Steering Committee include people with a variety of expertise and represent the range of interests in the program area. Each eligible application will be reviewed by GBRF against the following criteria. Individuals do not necessarily need to meet all criteria. GBRF will seek to ensure that collectively, the Steering Committee has sufficient knowledge and expertise to cover the following.

- knowledge of catchment water quality management in eastern Cape York;
- demonstrated knowledge and understanding of Traditional Owner perspectives, and land ownership arrangements in the program area;
- demonstrated experience in project implementation in the program area, or similar remote locations; and
- demonstrated ability to offer a collaborative program perspective, across the variety of selected projects.

Successful and unsuccessful applicants will be informed in writing following the completion of the assessment process.

## **2.5 Fees and Costs**

GBRF normally does not pay sitting fees nor meet the participants' own costs of participating in water quality program steering committee activities across the GBR regions. However, given the nature of the Eastern Cape York Water Quality Program area, GBRF will give consideration to this matter on a case by case basis, at the time of appointing individuals to this committee.

# 3 Applicant Details

## 3.1 Conflict of Interest Declaration

The following information is disclosed for the purposes of this application. The Applicant must provide details of any actual, perceived or potential conflicts of interest that exist or may arise in connection with the proposal. Successful candidates will be required to execute a conflict declaration.

In submitting this Application, the Applicant acknowledges and warrants that to the best of their knowledge and belief, and subject to any disclosures detailed below:

- a) no family, business or pecuniary relationships exist between the Applicant and GBRF;
- b) neither the Applicant nor its officers, employees, contractors or family members have:
  - i. engaged in any unethical behaviour or sought and/or obtained an unfair advantage; or
  - ii. received or will receive any pecuniary in-kind advantage from any other Applicant.

In relation to this Application process:

- c) no officer, employee, contractor or family member associated with the Applicant is or has been engaged by GBRF in a position or role that in any way related to the Application;
- d) no officer, employee, contractor or family members associated with GBRF has been offered any benefit or inducement associated with this Application, including any offer relating to employment; and
- e) other than specified below, neither the Applicant nor any of its officers, employees, contractors or family members have or are likely to have any Conflict of Interest.

The Applicant further undertakes to immediately notify GBRF in writing if any warranty contained in this Application Form becomes, or may become, incorrect.

*(Tick the box that applies)*

I have no conflicts to declare, **OR**

I have the following conflicts to declare:

Applicant's name: \_\_\_\_\_

Applicant signature: \_\_\_\_\_

Date: \_\_\_\_\_

The following documents support this application:

Attachment number	Document title and description
Attachment 1	Letter of nomination
Attachment 2	1 page cover letter
Attachment 3	Applicant's curriculum vitae (no more than 4 pages)