



Board Member Duty Statement

INTRODUCTION

The Murray Darling Association Inc is a not for profit organisation incorporated under the Association's Incorporation Act 1984 NSW. (Registered No: Y 40317-47)

The Constitution of the Murray Darling Association sets out that the Board of Management is comprised of the Chairs of the Regions.

The Chair of the Region is an elected position. As such, a Chair of the Region is a Board Member by extension, with all the duties and obligations that implies.

It is important that any council nominating a delegate to stand as the chair of the Region is aware of what the position requires.

This policy seeks to ensure that member councils and delegates holding positions on the MDA Board of Management are aware of their respective duties and obligations.

POSITION

Board Members of the Murray Darling Association have a number of different roles that must incorporate the interests of the organisation as a legal entity, the whole of basin community, and the interests of the members and other stakeholders in their Region.

Board Members play a vital leadership role in creating and implementing their Association's vision, strategic direction and values.

BOARD MEMBER ACCOUNTABILITY AND REPRESENTATION

Board Members are accountable to the council and the Region they represent; to the whole of basin community; and to the Murray Darling Association.

As Board Members, where the focus is necessarily on governing in the best interests of the entire Murray Darling Association, Board Members are accountable in multiple ways. These include acting in their roles as directors, policy makers, strategists and financial overseers

Board Members as Regional Chairs also have to represent their Regions on a wide range of issues. In doing so, board members must obey the law, including the principle of natural justice, and their obligations to their councils as councilors and elected representatives of their

immediate community. Board Members may often have to deal with a range of requests, perspectives and sometimes competing priorities on basin related outcomes - which they need to find ways to deal with, preferably in collaboration with the MDA board and the executive.

All these types of accountability are equally important and need to be accommodated.

DUTY STATEMENT

The Board Member will

- support the Murray Darling Association's purpose;
- act in accordance with the Constitution of the MDA
- adhere to the Board Members' Code of Conduct; and
- commit to the Vision and the Values to the Board, the Regions and the ordinary members at all times.
- undertake the duties and responsibilities set out in this duty statement

DUTIES

- To determine the financial strategy and allocation of resources via the annual budget
- To develop a strategic plan for the Murray Darling Association in pursuit of and a sustainable future for the organization, seeking social, economic and environmental benefits for the whole of Basin community.
- To manage the relationship with, and employment of, the chief executive officer.
- To facilitating community participation
- To support and promote the purpose of the organization across the Region.
- To report to the Board on matters of Regional significance.
- To understand and manage the different roles as Regional Chair, and board member
- To liaise and coordinate with other levels of government, non-government, community groups, the private sector and other members.
- If elected by the Board to a specific role then please refer to that Duty Statement for further details.
- To represent the interests of your Region, local councils and community stakeholders.
- To properly inform and liaise with the member council of whom you are a delegate.
- To conduct regular Region meetings.
- To adhere to all other requirements laid down in the Constitution of the Murray Darling Association.
- The term of office is 1 years from the Region AGM.

PERSONAL ATTRIBUTES

The following personal attributes will contribute to the effective performance of a high functioning Board of Management.

Board Members will

- Prepare for meetings by reading agendas, reports and briefing content
- Actively participate and contribute to discussions in a constructive manner
- Make decisions based on accurate information
- Faithfully represent the position of the council or LGA they represent
- Carefully consider arguments and opinions before making judgement

- Present clear and logical arguments
- Strive for continuous improvement
- Take advantage of new and emerging opportunities
- Identify and exploit opportunities for training and self-development
- Remain member focused, acknowledging and representing the views and vision of members
- Comply at all times with the Board Member's Code of Conduct

GOVERNANCE

The following attributes will contribute to ensure compliance with the principals of good governance.

Board Members will

- Demonstrate understanding of, and commitment to, the primary purpose of the organisation
- Contribute to the development and implementation of a sound strategic plan
- Strive to identify emerging issues that will impact the organisation
- Read board papers prior to meetings and obtains good information to actively participate in discussion and effective decision-making
- Plan for organisational sustainability and financial viability
- Attract and develop new members with relevant and diverse skills and experience
- Support induction; undertake Board reviews and participate in Board meetings and training
- Works together with fellow Board members to prioritise the Board's work
- Focus on outcomes and address issues that impact on the organisational sustainability
- Ensure solvency of the organisation and that the organisation is protected against fraud and theft
- Contribute to the development and ongoing implementation of the MDA's risk management framework;
- Regularly attend meetings, and ensure constructive contribution, and provide relevant and succinct contributions that assist the meeting to efficiently work through the agenda
- Build and maintain relationships that will ensure decisions are informed by community's /members' best interests
- Promote the MDA through various networks; and support effective communication initiatives
- Ensure Board independence
- Act in the best interests of the organisation
- Identify and declare any conflicts of interest
- Ensure that the requirements and obligations of the Constitution are met
- Maintain confidentiality about decision-making and ensure that information is not misused

This Board Member Duty Statement was adopted by the Board of the Murray Darling Association

Date [insert date]

Meeting No. [xxx]

Review date [insert date]