



Institute of Water Administration

IWA SPECIAL INTEREST GROUP EDUCATION CHARTER

IWA has a proud history, commencing life as a group of Water and Sewerage Trust Secretaries in Gippsland getting together in 1967 to share ideas and experiences to improve their individual and collective administrative capability and performance.

The IWA now still exists to provide a forum for sharing information, networking and professional development in the Victorian water industry.

The IWA specifically targets offerings to executive management and professionals managing business related functions within all Victorian Water Corporations.

The IWA provides a means for Victorian Water Industry staff to meet and exchange ideas helping build professional networks across the industry. This in turn provides benefits to all businesses in the State through collaborative efforts and sharing of information.

The IWA is governed by an Executive Council who are elected representatives from within the industry who are also individual IWA members.

The IWAs Special interest groups (SIGs) focus on a range of business functions within water corporations. SIGs report to the Executive Council who in turn support the activities of all SIGs ensuring they are addressing appropriate issues and providing value to the industry as a whole.

PURPOSE

The Education SIG exists to provide a forum for sharing information, networking and professional development in the Victorian water industry.

OBJECTIVES

To consider Education issues relevant to the Victorian Water Corporations, including:

- Statement of Obligations (SoO) requirements;
- Identification of water education areas of importance that require coordinated industry policy or practice;
- Building and maintaining relationships;
- Maintain links with the Australian Water Association's Water Education Specialist Network;
- National Water Week planning and activities;
- Working together to achieve productivity savings; and

- Australian Curriculum, and any other emerging curriculum, implementation and development

ACTIVITIES

- Provide a forum for interaction at all levels around strategic education issues;
- Provide value to educators and current and aspiring education managers, within water corporations and associated organisations;
- Identify and communicate issues relevant to school and community education programs, that affect water businesses strategic drivers;
- Foster networks and communications between water sector educators;
- Highlight potential changing business drivers to ensure future school and community education programs are aligned with changing corporate direction;
- Share changes to Government policy and climatic circumstances that may affect or influence water education programs; and
- Professional and personal development opportunities for members of the SIG.

TIMEFRAME

Ongoing

GROUP MEMBERSHIP

Open to all individuals with appropriate responsibilities in education related functions in rural, regional and urban water authorities in Victoria.

POLICIES

SIGs may create Policies. These can only be endorsed industry wide through the approval of the IWA Executive and subsequent escalation to the VicWater Board.

MEETINGS

Meetings will be held at least 3 times per annum, in accordance with the scheduled IWA conferences.

The Convenor may call additional meetings when appropriate

ANNUAL REPORTS

Convenors are to submit a report on the group's functions for the prior financial year including outcomes on all meetings, topics and emerging issues the group addressed. The report is to be submitted to the Public Officer in August each year for inclusion in the IWA Annual Report.

MEETING PROCEDURES

The Group will determine its own procedures for the conduct of its meetings. However, meeting procedures will be consistent with those prescribed for IWA Executive Meetings in the IWA Rules.

Group Members will elect the Convenor of the Group. The term of office of the Convenor will be for a maximum of two years, with the intention that the role rotates among water corporations.

The Group Convenor must be endorsed by the IWA executive.

Convenor duties will rotate between members.

MINUTES

The Convenor of the meeting will circulate the minutes of the meeting to the Chair for comment within 5 business days of the meeting and then to all other Members and the IWA Executive within 7 business days after the meeting.

The minutes are to include an introductory executive summary listing key themes addressed in the meeting and emerging strategic issues.

MEMBERSHIP

Convenors must become a member of the IWA within 6 months of being endorsed as the SIG convenor.

CONFIDENTIALITY

All information nominated as confidential by Group Members must remain confidential and not be divulged outside of the Group's proceedings, other than to members of the IWA Executive.

APPROVAL AND AMENDMENT

The Group will review this Charter as required and, at least, every two years. Once amended, the Charter will be submitted to the IWA Executive for approval.

Approved by the IWA Executive on 18 July 2014.

