

Role Description

Manager Water Regulatory Implementation



Planning,
Industry &
Environment

Cluster	Planning, Industry & Environment
Agency	Department of Planning, Industry & Environment
Division/Branch/Unit	Water/Water Policy, Planning & Science/Water Planning Implementation
Location	Negotiable location
Classification/Grade/Band	Clerk Grade11/12
Role Family <i>(internal use only)</i>	Bespoke/Science & Engineering/Lead
ANZSCO Code	139999
PCAT Code	1119192
Date of Approval	April 2020
Agency Website	https://www.dpie.nsw.gov.au

Agency overview

The Planning, Industry and Environment Cluster was formed in 2019. The Cluster drives greater levels of integration and efficiency across key areas such as long-term planning, precincts, housing, property, infrastructure priorities, open space, the environment, our natural resources – land, water, mining – energy, and growing our industries. There is a strong emphasis on regional NSW.

Primary purpose of the role

Establish and manage a multidisciplinary team which leads the implementation of regulatory aspects of water sharing plans across the state, and provides specialist advice and expertise for the adaptive management and continual improvement of water management to achieve water reform, plan and policy outcomes.

Lead and participate in cross-agency and inter-jurisdictional forums as they relate to regulatory water planning implementation, and ensure the team delivers on Water strategic objectives, high priority projects and core business for both surface water and groundwater resources, including Basin Plan and Water Sharing Plan implementation.

Key accountabilities

- Lead the development of the Water Sharing Plan/Water Resource Plan regulatory implementation which includes effectively managing and coordinating the team and other business units to meet objectives.
- Lead the coordination of NSW responses to cross-agency and inter-jurisdictional forums as they relate to water sharing regulatory implementation.
- Direct the co-ordination of ongoing regulatory water implementation activities to provide for continuous improvement.
- Manage the team in collaborating with key internal and external stakeholders to achieve water reform and policy outcomes.

- Develop and maintain strategic working relationships with other agencies and stakeholders to guide and inform the regulatory implementation of water sharing and other water management plans in a timely manner.
- Work collaboratively with staff within the branch and across the broader Water senior management, and central agencies to influence the provision of cogent advice on a broad range of water resource management issues.
- Represent Water and provide expert advice and insight to contribute to the effective implementation of state water resource management mechanisms and planning positions, with particular emphasis on the Murray Darling Basin and other significant inter jurisdictional water management areas.
- Lead the provision of information and technically sound advice to support the development of education and information resources for industry stakeholders and the broader community, including the publication of annual reviews as necessary.

Key challenges

- Coordinating the regulatory aspects of water sharing plan implementation and water management across multiple branches within DPIE Water, Water NSW, Murray Darling Basin Authority, and other agencies and stakeholders.
- Collaborating in the provision of expert advice on complex and politically sensitive issues to Water Group executive team and Minister's Office that is contextually appropriate and informative.
- Delivering cogent advice on water planning implementation within tight timeframes and where there are multiple and conflicting sources of information and stakeholder priorities.

Key relationships

Who	Why
Internal	
Director Water Planning Implementation	<ul style="list-style-type: none"> • Ensure adequate briefing and coordination to and between other units in Water Information & Insights and branches in Lands and Water. • Act as subject matter expert on regulatory water implementation issues • Policy and future directions have a compelling and defensible knowledge base
Executive	<ul style="list-style-type: none"> • Continuous improvement of understanding and communication regarding Water's role in regulatory water planning implementation • Advise of emerging or contentious issues as relevant • Share and transfer specialist knowledge, expertise and skills with colleagues and stakeholders • Develop and maintain effective networks to provide and/or seek expert advice, support and assistance in water resources management and planning
Other DPIE Water staff	<ul style="list-style-type: none"> • Substantive support provided to a collaborative approach in meeting DPIE Water objectives • Ensure DPIE Water input into the planning and water management process is based on sound technical advice and solid evidence • Service delivery supported by strong skills base • Conduct information, training and briefing sessions

Who	Why
External	
Cluster stakeholders including Industry	<ul style="list-style-type: none"> • Maintain strategic working relationships on water resource management matters and regulatory implementation • Contribute to Industry working groups • Provide point of contact and initial escalation point for water implementation issues
State and Commonwealth agencies, Murray Darling Basin Authority and stakeholder groups	<ul style="list-style-type: none"> • Develop and maintain effective working relationships and open channels of communication to facilitate liaison, consultation, engagement and/or participation initiatives • Convene and as required lead working groups and advisory committees to assist the work of DPIE Water
WaterNSW and the Natural Resource Access Regulator	<ul style="list-style-type: none"> • Maintain strategic working relationships on specific regulatory water resource management matters, and ensure roles and responsibilities between agencies is made clear • Primary point of contact for regulatory water implementation

Role dimensions

Decision making

This role:

- Plans, leads and organises the work of the unit and manages resources through appropriate processes.
- Determines regulatory water implementation advice, recommendations and outcomes and the appropriate provision of advice to the rest of DPIE Water and relevant government agencies.
- Refers to the Director those decisions that involves potential risk to DPIE Water, or which require higher delegation or approval.

Reporting line

Director Water Planning Implementation

Direct reports

5 direct reports

Budget/Expenditure

TBA

Key knowledge and experience

- Extensive knowledge and experience in water resource management processes.

Essential requirements

- Appropriate tertiary qualification in environmental law, environmental science, natural resource management, similar discipline, and/or equivalent experience

Capabilities for the role

The [NSW public sector capability framework](#) describes the capabilities (knowledge, skills and abilities) needed to perform a role. There are four main groups of capabilities: personal attributes, relationships, results and business enablers, with a fifth people management group of capabilities for roles with managerial responsibilities. These groups, combined with capabilities drawn from occupation-specific capability sets where relevant, work together to provide an understanding of the capabilities needed for the role.

The capabilities are separated into **focus capabilities** and **complementary capabilities**.

Focus capabilities

Focus capabilities are the capabilities considered the most important for effective performance of the role. These capabilities will be assessed at recruitment.

The focus capabilities for this role are shown below with a brief explanation of what each capability covers and the indicators describing the types of behaviours expected at each level.



FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
 Personal Attributes	Act with Integrity Be ethical and professional, and uphold and promote the public sector values	<ul style="list-style-type: none"> • Model the highest standards of ethical and professional behaviour and reinforce their use • Represent the organisation in an honest, ethical and professional way and set an example for others to follow • Promote a culture of integrity and professionalism within the organisation and in dealings external to government • Monitor ethical practices, standards and systems and reinforce their use • Act promptly on reported breaches of legislation, policies and guidelines 	Advanced
	 Relationships	Communicate Effectively Communicate clearly, actively listen to others, and respond with understanding and respect	Advanced
	Commit to Customer Service Provide customer-focused services in line with public sector and organisational objectives	<ul style="list-style-type: none"> • Take responsibility for delivering high-quality customer-focused services • Design processes and policies based on the customer's point of view and needs • Understand and measure what is important to customers • Use data and information to monitor and improve customer service delivery • Find opportunities to cooperate with internal and external stakeholders to improve outcomes for customers • Maintain relationships with key customers in area of expertise • Connect and collaborate with relevant customers within the community 	Adept

FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
	Work Collaboratively Collaborate with others and value their contribution	<ul style="list-style-type: none"> Encourage a culture that recognises the value of collaboration Build cooperation and overcome barriers to information sharing and communication across teams and units Share lessons learned across teams and units Identify opportunities to leverage the strengths of others to solve issues and develop better processes and approaches to work Actively use collaboration tools, including digital technologies, to engage diverse audiences in solving problems and improving services 	Adept
	Think and Solve Problems Think, analyse and consider the broader context to develop practical solutions	<ul style="list-style-type: none"> Undertake objective, critical analysis to draw accurate conclusions that recognise and manage contextual issues Work through issues, weigh up alternatives and identify the most effective solutions in collaboration with others Take account of the wider business context when considering options to resolve issues Explore a range of possibilities and creative alternatives to contribute to system, process and business improvements Implement systems and processes that are underpinned by high-quality research and analysis Look for opportunities to design innovative solutions to meet user needs and service demands Evaluate the performance and effectiveness of services, policies and programs against clear criteria 	Advanced
	Demonstrate Accountability Be proactive and responsible for own actions, and adhere to legislation, policy and guidelines	<ul style="list-style-type: none"> Assess work outcomes and identify and share learnings to inform future actions Ensure that own actions and those of others are focused on achieving organisational outcomes Exercise delegations responsibly Understand and apply high standards of financial probity with public monies and other resources Identify and implement safe work practices, taking a systematic risk management approach to ensure own and others' health and safety Conduct and report on quality control audits Identify risks to successfully achieving goals, and take appropriate steps to mitigate those risks 	Adept

FOCUS CAPABILITIES

Capability group/sets	Capability name	Behavioural indicators	Level
<div><div>Business Enablers</div></div>	Project Management Understand and apply effective planning, coordination and control methods	<ul style="list-style-type: none">• Understand all components of the project management process, including the need to consider change management to realise business benefits• Prepare clear project proposals and accurate estimates of required costs and resources• Establish performance outcomes and measures for key project goals, and define monitoring, reporting and communication requirements• Identify and evaluate risks associated with the project and develop mitigation strategies• Identify and consult stakeholders to inform the project strategy• Communicate the project’s objectives and its expected benefits• Monitor the completion of project milestones against goals and take necessary action• Evaluate progress and identify improvements to inform future projects	Adept
<div><div>People Management</div></div>	Manage and Develop People Engage and motivate staff, and develop capability and potential in others	<ul style="list-style-type: none">• Define and clearly communicate roles, responsibilities and performance standards to achieve team outcomes• Adjust performance development processes to meet the diverse abilities and needs of individuals and teams• Develop work plans that consider capability, strengths and opportunities for development• Be aware of the influences of bias when managing team members• Seek feedback on own management capabilities and develop strategies to address any gaps• Address and resolve team and individual performance issues, including unsatisfactory performance, in a timely and effective way• Monitor and report on team performance in line with established performance development frameworks	Adept

FOCUS CAPABILITIES






Capability group/sets	Capability name	Behavioural indicators	Level
	Inspire Direction and Purpose Communicate goals, priorities and vision, and recognise achievements	<ul style="list-style-type: none"> Promote a sense of purpose, and help the team to understand the strategic direction of the organisation and the needs of customers and stakeholders Translate broad organisational strategy and goals into tangible team goals and explain the links for the team Ensure that team objectives and outcomes lead to the implementation of government priorities and create value for customers and stakeholders Work to remove barriers to achieving goals 	Adept

Complementary capabilities

Complementary capabilities are also identified from the Capability Framework and relevant occupation-specific capability sets. They are important to identifying performance required for the role and development opportunities.

Note: capabilities listed as 'not essential' for this role are not relevant for recruitment purposes however may be relevant for future career development.

COMPLEMENTARY CAPABILITIES

Capability group/sets	Capability name	Description	Level
 Personal Attributes	Display Resilience and Courage	Be open and honest, prepared to express your views, and willing to accept and commit to change	Adept
	Manage Self	Show drive and motivation, an ability to self-reflect and a commitment to learning	Adept
	Value Diversity and Inclusion	Demonstrate inclusive behaviour and show respect for diverse backgrounds, experiences and perspectives	Intermediate
 Relationships	Influence and Negotiate	Gain consensus and commitment from others, and resolve issues and conflicts	Adept
 Results	Deliver Results	Achieve results through the efficient use of resources and a commitment to quality outcomes	Adept
	Plan and Prioritise	Plan to achieve priority outcomes and respond flexibly to changing circumstances	Adept
 Business Enablers	Finance	Understand and apply financial processes to achieve value for money and minimise financial risk	Intermediate
	Technology	Understand and use available technologies to maximise efficiencies and effectiveness	Adept
	Procurement and Contract Management	Understand and apply procurement processes to ensure effective purchasing and contract performance	Intermediate
 People Management	Optimise Business Outcomes	Manage people and resources effectively to achieve public value	Intermediate
	Manage Reform and Change	Support, promote and champion change, and assist others to engage with change	Intermediate