

# Goulburn Broken & North East Regional Catchment Strategies Socio-economic Analysis – Consultants’ Project Brief

## Introduction

The Goulburn Broken Catchment Management Authority (CMA), in conjunction with North East CMA is seeking to appoint an individual(s) and/or organisation(s) with recognised and proven skills in the provision of professional services for socio-economic analysis of the Goulburn Broken and North East Catchments.

## Background

Regional Catchment Strategies (RCSs) are the overarching six-year strategic plans that guide actions to improve and protect natural resources (land, water and biodiversity) in each of the 10 catchment management regions of Victoria. The RCSs are coordinated by the CMAs but are a strategic document for all organisations, groups and individuals contributing to integrated catchment management within those regions.

RCSs are renewed every six years. Previous RCSs were released in 1997, 2004, and 2013. Each successive RCS has built on the previous strategy, evolving over time in response to economic, social, environmental and political shifts and requirements of the Victorian Catchment Management Council RCS Guidelines. The Goulburn Broken and North East CMAs have and will continue to adopt a resilience approach RCS renewal. The resilience approach to catchment management acknowledges the ongoing change the catchment is facing and focuses on the connection between people and nature, how these connections change, and what can be done to achieve desired, balanced goals for resilience.

## Purpose

To help inform the renewal of the Goulburn Broken and North East RCSs there is a need to understand the economic, social and environmental forces and shifts that will affect natural resource and integrated catchment management in the region and how and why they are changing. The changing nature of land use and industry/economic performance, and the associated demographics within each region, and the drivers for these changes is of particular interest. This project seeks to report on these issues to inform the renewal of the Goulburn Broken and North East RCSs.

## Objectives

The objectives of this project are:

- To provide high quality socio-economic analysis and interpretation that provides information to inform to the renewal of a strategic RCS for both Goulburn Broken and North East CMAs.

## Scope of works and methodology

The scope of work and project methodology will be refined based on the responses to this request for services.

As a minimum the analysis should include:

- Current and changing nature of land use (e.g. enterprise type and land management practices, urban, water use and use of the natural environment);
- Current and future trends in industry and employment (e.g. new and emerging industries, performance of the major regional industries/sectors, nature and location of employment, current opportunities and challenges)
- Current and future trends in demographics (e.g. population dynamics, shifts in cultural norms and values, lifestyle/recreation, volunteerism, education trends etc) within each region;
- The key system drivers of the changes above;
- What are the socio-ecological dilemmas that exist and are emerging for each region?
- Where are the opportunities for adaptive or transformative change for a more sustainable future within each region’s socio-ecological systems?

- Social network analysis of the Goulburn Broken and North East Catchments (including key influencers and mapping the linkages);
- Review socio-ecological systems for the Goulburn Broken Catchment and recommend possible socio-ecological systems for the North East Catchment.
- Application of multiple futures scenarios to understand possible future socioeconomic and environmental trends, opportunities and challenges for each region and their respective socio-ecological systems. This information will be used to help guide early engagement discussions with partner organisations and community members in the RCS Renewal project so that we can develop an RCS that is relevant and able to navigate multiple futures. Scenario models could include [CSIRO's Australia 2030 scenarios](#).

Due to the broad range of services required, the Goulburn Broken CMA welcomes proposals from consortiums of individuals and/or organisations to deliver the services described above.

The suggested project methodology/milestones are to be developed in five discrete phases. These are summarised below:

Project Phase	Project Milestone	Timeline
1	Project initiation and planning	February/March 2020
2	Information gathering, data analysis and draft report.	March-May 2020
3	Consultation with CMAs	May 2020
4	Development of final report	June 2020
5	Feedback on interpretation of report findings in both CMA's RCSs.	March 2021

Financial payments will be made in-line with milestones.

#### Role of consultant

The consultant shall be responsible for the complete conduct of the study, including:

- Identifying, collecting and analysing information and data
- Provision of expert analysis and interpretation of the information and data
- Reporting on the information and data, including conclusions drawn from the information and data in a written report.

#### Consultation & Community Engagement

Who will be consulted in the project:

- 'Owners' of complementary, additional information and data sources as identified by the consultant
- RCS project staff from Goulburn Broken and North East CMAs.
- Other individuals as identified by the consultant.

#### Background information

The Goulburn Broken and North East CMAs hold reports and plans pertinent to the project. These will be made available to the consultant and include (but not limited to):

- Current Goulburn Broken and North East RCSs
- Previous socio-economic reports funded by the Goulburn Broken and North East CMAs
- Goulburn Broken and North East RCS Reviews
- Socio-ecological systems local plans and reviews (Goulburn Broken CMA).
- Goulburn Murray Irrigation District Strategic Plan: Regional Insights - [http://www.rmccg.com.au/app/uploads/2019/07/InsightsPaper\\_Finalv2\\_r.pdf](http://www.rmccg.com.au/app/uploads/2019/07/InsightsPaper_Finalv2_r.pdf)
- [Victorian Catchment Management Council \(2019\) Guidelines](#)

### Project briefing sessions

In addition to the background information above, project briefing sessions are available for applicants, prior to the 4 February 2020. Contact Ashley Rogers on 0488 196 216 or [ashleyr@gbcma.vic.gov.au](mailto:ashleyr@gbcma.vic.gov.au) to arrange a briefing session.

### Project Outputs & Timelines

It is anticipated that the project outputs will be:

Output Number	Output Description	Project Phase	Timeline
1	Project initiation meeting	1	Feb-March 2020
2	Project plan and methodology	1	Feb-March 2020
3	Draft report for each Catchment, which includes: <ul style="list-style-type: none"><li>• An executive summary that highlights the key socioeconomic trends and drivers of change at the Catchment level, including potential impacts for future planning.</li><li>• Suggested socio ecological system boundaries for each Catchment;</li><li>• Breakdown of socioeconomic trends and drivers of change by each socio ecological systems (Goulburn Broken Catchment) or landscape (North East CMA).</li><li>• Challenges and opportunities for natural resource management associated with the socioeconomic trends and drivers of change</li><li>• Interpretation of what these socioeconomic trends and drivers of change may mean for the Catchment and medium to long-term planning.</li><li>• Application of multiple futures scenarios to understand possible future socioeconomic and environmental trends, opportunities and challenges for each region and their respective socio-ecological systems/landscapes.</li><li>• Complete list of information and data sources and other references.</li></ul>	2	March-May 2020
3	Meeting with CMA staff to discuss the draft report, including to socialise and test findings and data.	3	May 2020
4	Final Report as per the details outlined for the draft report.	4	June 2020
5	Feedback/editing/comment on how the data from the final report is used within the RCSs to ensure that the intention/findings of the consultant is accurately portrayed.	5	March 2021

### Project Management and Governance

This project will be jointly managed by the Goulburn Broken and North East CMAs.

Ashley Rogers will be the primary client representative. All queries, correspondence and reports shall be directed to Ashley Rogers.

The Project Manager and key point of contact to work with the successful service providers for each CMA are:

- Ashley Rogers, Project Coordinator – Regional Catchment Strategy, Goulburn Broken CMA
- Jane Bateson, Senior Strategy, Investment, and Evaluation Officer, North East CMA

The Project Managers will provide advice and support as required to the service provider for their region and facilitate engagement and required approvals with the Goulburn Broken and North East CMAs' RCS Steering Committees and Project Governance Boards respectively as required.

### **Indicative Budget**

A budget of approximately \$60,000 (excluding GST) has been allocated for the completion of the project. A payment schedule will be negotiated with the successful consultant in-line with project milestones/outputs.

Invoices to be made out to the Goulburn Broken CMA. Goulburn Broken CMA will then invoice the North East CMA appropriately.

### **Proposal assessment**

The Goulburn Broken and North East CMAs will be seeking project proposals/quotations from at least three to five individuals/organisations.

Proposals will be assessed by the Goulburn Broken and North East CMAs' RCS project teams and successful individual/organisations endorsed by the RCS Renewal steering committees and project boards as required based on the following evaluation criteria and weighting to be used to assess the proposals:

Technical skills	25%
Understanding of services required	20%
Methodology	20%
Relevant experience	20%
Price	15%

Proposals shall remain valid for acceptance for two calendar months after the date of submission. The Goulburn Broken CMA reserves the sole right to accept or reject any proposals, and no correspondence will be entered into regarding the unsuccessful proposals.

All work undertaken by individuals/organisations in the preparation of their proposals shall be entirely at their cost. Goulburn Broken CMA shall not be held liable for any costs incurred by individuals/organisations in the preparation of proposals. All individuals/originations that submit proposals will receive written notification of the final selection decision, and individual debriefing sessions for unsuccessful individuals/originations will be available upon request.

All proposal should include;

- An understanding of the services required
- Skills, experience and capability to perform the services
- Proposed methodology
- Description of the proposed team and their experience
- Two relevant referees

### **Lodgement of project proposal**

Project proposals/quotations should be sent via email to [ashleyr@gbcma.vic.gov.au](mailto:ashleyr@gbcma.vic.gov.au) by **5pm Friday 14 February 2020**.

### **Confidentiality**

The Goulburn Broken and North East CMAs undertake to treat all information received in proposals as strictly confidential and commercial in confidence. The information will only be made available to the project assessment panel. On completion of the selection process, only one copy of the information will be maintained on a secure file

and all other copies will be destroyed. The intellectual property contained in proposals remains the property of the consultant that lodged the submission.

### **Terms of engagement**

The terms of engagement will be the Goulburn Broken Catchment Management Authority's standard conditions of engagement as specified in the contract. Please contact Ashley Rogers for a copy.

The successful consultant must follow the COMMITMENT TO THE VICTORIAN STATE GOVERNMENT SUPPLIER CODE OF CONDUCT. Please contact Ashley Rogers for a copy.

This brief and the consultant's proposal will form part of the contract documentation.

Any contract awarded or entered into by the Goulburn Broken Catchment Management Authority with any other person or corporation shall be on the basis that all outputs produced directly or indirectly from the work or services the subject of the contract shall become and remain the sole property and copyright of the Goulburn Broken Catchment Management Authority and shall be freely available for the Goulburn Broken Catchment Management Authority to use in its absolute discretion in any of its projects or works, reporting requirements and/or as the basis for follow-on consultancies. All such outputs shall be provided to the Goulburn Broken Catchment Management Authority by the contractor in such forms or formats as the Goulburn Broken Catchment Management Authority shall reasonably require and without fetter or restriction by password or code or otherwise. The consultant and partner organisations will be able to access and publish all data following approval by the Authority.

### **Further information**

Please contact Ashley on [ashleyr@gbcma.vic.gov.au](mailto:ashleyr@gbcma.vic.gov.au) or by phoning 0488 196 216 if you have any further questions.