

Introduction to the Good Governance Fact Sheets

Good Governance Fact Sheets
for Committees of Management
of Crown land reserves in Victoria

This series of Good Governance Fact Sheets are part of an “Induction Kit” for new committee of management members, as well as providing useful summaries of information for long-standing members.

Key “Induction Kit” information for committee members

The word “Induction” is sometimes used to describe the process for welcoming a person, in this case a new committee member, and providing the basic information they need to begin confidently undertaking their role. Key “Induction Kit” information for committee of management members includes:

- This series of Good Governance Fact Sheets, see topics below
- The Committee of Management Guidelines

Good Governance Fact Sheet topics

1. Aboriginal cultural heritage and Traditional Owner rights
2. About DELWP and its support and oversight role for committees
3. Accountability and good governance as a public entity
4. Annual Financial Return
5. Celebrating volunteers and committee achievements
6. Code of conduct
7. Committee categories and types of reserves
8. Committee role and committee meetings
9. Conflict of Interest policy
10. Contaminated Land
11. Crown Land Kiosk
12. Crown land in Victoria (Overview)
13. Developing the reserve
14. Dispute resolution policy
15. Financial management
16. Gifts, benefits and hospitality policy
17. Guidelines, model policies and templates
18. Hiring contractors
19. Insurance
20. Leases and licences
21. Local government
22. Management/Business Plan
23. Occupational health and safety (OHS)
24. Risk management
25. Other topics in the Committee of Management Guidelines

Accessing the Fact Sheets, Guidelines and other information for committees

All Fact Sheets and the Committee of Management Guidelines can be accessed through the Crown Land Kiosk (See *Crown Land Kiosk Fact Sheet*) and the [committees of management section of the DELWP website](#).