

AWP Partner Remuneration Framework

Update for Partners

May 2023 (rates effective to 30 June 2024)

Table of Contents

1	Introduction	1
2	Principles for updating the AWP Remuneration Framework	1
3	The Updated AWP Remuneration Framework.....	1
3.1	Additional Discipline Groups.....	2
3.2	AWP updated remuneration rates – short-term engagement	2
3.3	AWP Phase 2 remuneration rates – long term engagement	3
3.4	Reimbursable expenses	3
	Annex A: ARF Discipline Groups C and D	5
	Annex B: ARF job levels.....	6



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1 Introduction

The purpose of this AWP remuneration update is to provide a revised remuneration rate structure for Partners working on AWP activities. The remuneration structure aims to ensure that AWP activities are implemented within value-for-money principles whilst accessing the best Australian expertise possible.

2 Principles for updating the AWP Remuneration Framework

Principles adopted for the updated AWP Remuneration Framework for Partners include:

- The AWP Remuneration Framework will use the [DFAT Aid Adviser Remuneration Framework \(ARF\)](#) as a guide;
- When DFAT updates its ARF rates, the AWP Remuneration Framework will be revisited and updated accordingly;
- The AWP Remuneration Framework variations from the ARF will be well justified;
- The AWP Remuneration Framework will be consistent across AWP Partners;
- The AWP Remuneration Framework will recognise the unique Australian water expertise and disciplines that are represented in AWP Partner teams;
- AWP will set one remuneration framework that covers all types of grants administered by AWP through DFAT-EWL Agreements (including Simple and Complex Grants);
- The AWP Remuneration Framework will be documented and communicated clearly to all AWP Partners;
- The AWP Remuneration Framework will clearly outline how rates are to be calculated; and
- The AWP Remuneration Framework will work within [Commonwealth Procurement Rules](#) value for money principles whilst ensuring that AWP can access the best expertise possible at a given time and for a specified activity.

AWP remuneration rates should also recognise that Partners participating in AWP activities are receiving other benefits such as the opportunity to:

- build relationships with international partners (country governments and other donors);
- showcase their capabilities to International Partners;
- build a track record of international experience for their organisation and staff; and
- gain valuable insights and access to other (commercial) opportunities.

AWP billing rates will generally not be comparable to commercial rates, and value for money will form part of the proposal assessment.

3 The Updated AWP Remuneration Framework

The Updated AWP Remuneration Framework builds upon the ARF and makes three key changes:

1. Provides additional disciplines for ARF Discipline Group D to better reflect the expertise required on AWP activities;
2. Sets a standard remuneration rate inclusive of management fee for the different AWP Partner types; and
3. Allows for increases due to inflation from the year of the latest version of the ARF.

3.1 Additional Discipline Groups

One of the key purposes of AWP is to draw on unique Australian water knowledge and expertise to deliver activities. Much of this expertise is not reflected in the Discipline Groups outlined in the ARF. Therefore, for the purposes of the AWP Phase 2 Remuneration Framework, the following disciplines will be added to Discipline Group D (see Annex A for Discipline Group descriptions):

- Water Policy Development and Implementation;
- Water Reform;
- Water Strategic and Technical Advisory;
- Knowledge Exchange;
- Development and Application of Tools for Effective Water Management; and
- Gender Equality and Social Inclusion.

3.2 AWP updated remuneration rates – short-term engagement

Table to Table provide updated daily remuneration rates for Partners working on AWP activities – split by Partner type – for short-term engagements (expert engaged for less than six months of continuous inputs within a single activity). Note that these rates already include the allowable management fee.

Table 1. AWP Phase 2 minimum and maximum daily rates for Discipline Groups C and D for sole trader Partners (for short-term engagements)

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	412	678	460	754
Middle	5–10 years	562	921	638	1047
Senior	10–15 years	771	1264	881	1446
Senior executive	15 > years	885	1454	1004	1649

Table 2. AWP Phase 2 minimum and maximum daily rates for Discipline Groups C and D for educational and research institutions; not-for-profits; Federal or State Government department or agency; water utilities; or association Partners (for short-term engagements)

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	451	740	501	823
Middle	5–10 years	613	1005	695	1141
Senior	10–15 years	842	1380	962	1578
Senior executive	15 > years	966	1586	1096	1799

Table 3. AWP Phase 2 minimum and maximum daily rates for Discipline Groups C and D for consulting company and International Multilateral Partners (for short-term engagements)

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	488	800	544	891
Middle	5–10 years	665	1089	753	1236
Senior	10–15 years	911	1494	1041	1709
Senior executive	15 > years	1047	1718	1187	1948

3.3 AWP Phase 2 remuneration rates – long-term engagement

Table to Table provide updated monthly remuneration rates for Partners working on AWP activities – split by Partner type – for long-term engagements (expert engaged for more than six months of continuous inputs within a single activity). Note that these rates already include the management fee.

Table 4. AWP Phase 2 minimum and maximum monthly rates for Discipline Groups C and D for sole trader Partners (for long-term engagements)

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	7,642	11,463	8,569	12,853
Middle	5–10 years	10,420	15,628	11,886	17,830
Senior	10–15 years	14,211	21,315	16,383	24,573
Senior executive	15 > years	16,286	24,430	18,610	27,913

Table 5. AWP Phase 2 minimum and maximum monthly rates for Discipline Groups C and D for educational and research institutions; not-for-profits; Federal or State Government department or agency; water utilities; or association Partners (for long-term engagements)

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	> 5 years	8,337	12,506	9,348	14,022
Middle	5 > 10 years	11,367	17,050	12,966	19,451
Senior	10 > 15 years	15,502	23,253	17,872	26,807
Senior executive	> 15 years	17,766	26,650	20,301	30,451

Table 6. AWP Phase 2 minimum and maximum monthly rates for Discipline Groups C and D for consulting company and International Multilateral Partners (for long-term engagements)

Job level	Experience	Discipline Group C		Discipline Group D	
		Min	Max	Min	Max
Entry	< 5 years	9,032	13,547	10,127	15,190
Middle	5–10 years	12,314	18,471	14,047	21,071
Senior	10–15 years	16,794	25,191	19,362	29,041
Senior executive	15 > years	19,247	28,872	21,993	32,989

3.4 Expenses

Expenses required for implementation of an activity including travel costs are agreed as part of the activity budget, alongside the remuneration and management fee. These can include but are not limited to domestic and international airfares; land transport such as taxis, public transport, care hire and parking; accommodation; per diems for meals and incidentals; data access; translator and translating services; and printing of reports.

AWP can contract expenses in one of two ways, based on the complexity of the activity:

1. As a lump sum which does not require acquittal, based on an agreed budget; or
2. On actual expenses, as a reimbursement.

Option 1 will be used for simple activities where budgets can be accurately calculated in advance or where AWP will contribute a fixed amount; for example, to sponsor attendance at a conference. Option 2 will be used for more complex or longer-term activities. In this case, approval of the expenses that can be claimed on an activity is generally completed at the proposal approval stage and can be revised through an agreement amendment.

Under Option 2, acquittals must include information about individual expenditures. Receipts are required where the category of expenditures totals \$5000 or more over the whole agreement (eg flights, accommodation).

Per diem rates are set at 70% of the Australian Tax Office (ATO) reasonable travel allowances for the lowest salary band. The rates are updated annually by the ATO, with the current version provided at <https://www.ato.gov.au/law/view/document?DocID=TXD/TD20216/NAT/ATO/00001>. When meals are provided separately, e.g., at a conference or with accommodation bookings, the per diem is reduced accordingly (20% reduction for breakfast, 22% reduction for lunch and 37% reduction for dinner).

AWP does not cover expenses for passports, visas, permits, licences, insurance or medical welfare expenses and these must be arranged and paid for by the Partner.

When making reservations, an impartial consideration of the fares and rates available must be made with the most reasonable fare or rate being selected. AWP Partners are entitled to Business Class for international flights over 5 hours (accumulated flight time). Economy Class is the standard for international flights less than 5 hours (accumulated flight time) and all domestic flights. Post-COVID, on some routes Economy or Premium Economy offers much better value for money and we encourage partners to consider this as part of proposals. AWP Partners are entitled to up to four-star hotel or equivalent.

The agreed exchange rate must come from one of the following sources:

1. A foreign exchange organisation (for example, a commercial bank); or
2. The Reserve Bank of Australia (RBA). The Partner must specify the agreed exchange rate when submitting the invoice.

Annex A: ARF Discipline Groups C and D

The following lists provide a summary of the ARF Discipline Groups relevant to AWP activity teams. Each discipline is further detailed in the ARF.

Discipline Group C in the ARF

- Biological Sciences and Ecology
- Climate change and environmental sciences
- Economics/Financial Analysis
- Engineering
- Due Diligence
- Infrastructure
- Project Management
- Legal (General)
- Design
- Monitoring and Evaluation
- Capacity Development
- Humanitarian, Emergency and Disaster Risk Management
- Procurement Assessment and Capacity

Discipline Group D in the ARF

- Finance and Investment
- Governance
- Institutional Reform
- Legal (specialised)
- Public Finance Management & Fiscal Decentralisation

Discipline Group D – new for AWP Phase 2 Remuneration Framework

- Water Policy Development and Implementation
- Water Reform
- Water Strategic and Technical Advisory
- Knowledge Exchange
- Development and Application of Tools for Effective Water Management
- Gender Equality and Social Inclusion

Annex B: ARF job levels

The following provides a summary of the requirements of the ARF job levels of relevance to AWP activity teams. Each job level is further detailed in the ARF.

Entry

- Good theoretical base in subject area, with the ability to translate theory into practice;
- Ability to participate in multi-disciplinary teams;
- Good thematic/regional knowledge (where required); and
- Up to 5 years' relevant experience in one or more professional disciplines, or equivalent combination of relevant education and experience.

Middle

- Strong knowledge of functional area, combining a broad grasp of relevant theory and principles;
- Ability to participate in multi-disciplinary teams and to work independently;
- Strong thematic/regional knowledge (where required); and
- 5 or more years' relevant experience in one or more professional disciplines, or equivalent combination of relevant education and experience.

Senior

- Excellent theoretical base in subject area, with ability to translate theory into practice;
- Leadership with ability to function as team leader and ability to coach and mentor more junior staff;
- Excellent thematic/regional expertise (where required); and
- 10–15 years' relevant experience in one or more professional disciplines, or equivalent combination of relevant education and experience.

Senior Executive

- Outstanding theoretical base in subject area, with ability to conceptualise, design and implement major projects and to produce major/complex reports or studies;
- Demonstrated professional leadership and ability to lead a team of professionals and ability to coach and mentor more junior staff;
- Outstanding thematic/regional expertise (where required); and
- 15 or more years' professional experience or equivalent combination of education and experience.