



Infrastructure New Zealand Board Member Role Description

We seek Board members with strategic leadership skills, sound business judgement, integrity, good general infrastructure industry knowledge, independence of thought, time commitment, and an ability to work constructively and effectively in a high performing Board. The Board is characterised by a culture of candour, trust, professionalism and respect of each other.

The principal role of a Board member of Infrastructure New Zealand (INZ) is to:

- Support Infrastructure New Zealand’s vision and objectives as set out in the Constitution to “promote the provision of world class infrastructure by both the public and private sectors for the benefit of New Zealanders.”
- Think and act strategically in New Zealand’s long-term prosperity
- Board members are elected by the membership of INZ and are not appointed by their respective employers. They are therefore expected to bring an independent mindset to board deliberations and act in the best interests of the organisation

Responsibilities are as follows:

- Attend 6/7 Board Meetings a year, the Annual General Meeting (AGM) and any general meetings as may be required. Board meetings are typically between 2.5 and 3 hours in duration. The majority of Board meetings are held in Auckland but two meetings a year are held in regional locations.
- Contribute to the strategic focus of INZ through (a minimum of) one annual Board and Management team workshop to set INZ Strategy.
- Review Board papers in advance of Board/AGM meetings, contribute to the discussion on key agenda items as appropriate and to share individual insights as applicable. Review and approve recording of prior meeting decisions and minutes.
- Ensure that you have sufficient information to form appropriate judgments on Board agenda items.
- The Board is to provide independent advice and counsel to the CEO and to assist the CEO with the mission, vision, strategy and long-term sustainability of Infrastructure New Zealand.
- To keep the Infrastructure New Zealand team briefed on important market intelligence, trends and developments.
- Ensure the Board and management team comply with all regulatory and health and safety requirements.
- Seek to join and contribute to Board sub-committees (sub-groups of the full board) for specific tasks (e.g. remuneration sub-committee).



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- The Chair may delegate to one of the Board members the responsibility to engage directly with the auditor and to review in detail the annual financial accounts.
- Attend INZ events, and as required by the Chair, to act as host, (e.g. Chairman's events/lunches/dinners).
- Be familiar with, and ensure compliance with, the INZ constitution and keep the constitution current for changes in the organisation or due to external factors.
- Contribute to Board work with succession plans for the CEO and management team.
- Board members may be requested by the Chair and/or CEO to attend meetings with members/politicians/ministers or other key partners.
- Actively support the Women in Infrastructure Network (WIN) and the Emerging Talent Network (ET) events as required (e.g. by attending or hosting events and/or proposing and facilitating potential speakers for same).
- Promote to others the skill set, diversity and seniority on the Board.
- Proactively assist the INZ management team with membership growth through suggestions and your own contacts.
- Seek to contribute to INZ's important annual Building Nations Symposium and provide support as required to the INZ management team.
- Where possible seek to join INZ overseas delegations to see best practise in planning, development and funding of infrastructure. Board members should seek to assist the CEO to deliver learnings from the delegation to key stakeholders in NZ.
- INZ and the Board works closely with other industry bodies like the Civil Contractors NZ, Institute of Professional Engineers and Water NZ, and with Infrastructure Partnerships Australia (IPA) and their Board. Board members are encouraged to assist INZ/IPA to keep the Trans-Tasman projects pipeline as current as possible.

Other conditions: Members of the Board of INZ do not receive remuneration. Members are expected to cover their own travel and accommodation expenses for attendance at meetings and participation in INZ events.