

The Infrastructure Collective terms of reference

Purpose

- 1 The Infrastructure Collective (TIC) is a network established by Infrastructure New Zealand (INZ).
- 2 TIC will engage with young professionals in the infrastructure industry with the aim of increasing TIC membership value, and active participation in TIC, INZ and its associated network's activities.

Objectives

- 3 **A platform for young professionals** – Provide a platform for young professionals within the TIC network to articulate their thoughts on infrastructure related topics to the wider industry, with support from TIC.
- 4 **Nurture emerging talent** - Provide young professionals an insight into the world of infrastructure, consistent with and including INZ's strategy and the various professions and roles involved in concept through to completion to develop our members as well-rounded professionals, future proofing the industry.
- 5 **Grow Networks** – Provide opportunities for young infrastructure professionals to engage with and learn from more experienced, senior practitioners and like-minded people in the infrastructure industry. This exposure will provide an opportunity to connect and create long lasting professional relationships across the infrastructure industry and with current and future leaders.
- 6 **A forum for discussion** – Encourage and facilitate members to share experience, knowledge and ideas and contribute to constructive discussions around infrastructure challenges facing New Zealand, as well as international trends emerging in infrastructure.
- 7 **Communicate** - Engage respectfully and effectively with TIC network to ensure alignment with member interests, strengths and weaknesses when developing the events for the network.

TIC Membership

- 8 Membership to TIC is open to young professional employees of INZ member organisations.
- 9 Membership is also open to employees of companies or organisations and the like outside INZ member organisations subject to a fee as set by INZ and published on its website.

Chair

- 10 Committee members will appoint a Chair and co-chair.

Committee

- 11 The committee will comprise:
 - a The Chair and co-chair; and

- b Up to six members.
- 12 The committee will reflect the diversity of the INZ tiers of membership.
- 13 The term is for a maximum of three years, after which a new committee member will be elected.
- 14 New committee members are to be selected through a consensus decision by the current committee. As part of the process, new members are to submit a statement of the applicant's involvement in TIC and interest in becoming a committee member.
- 15 Committee members are responsible for assessing each application submitted and making their recommendation of the most suitable person or persons to the Chair and co-chair. A form of diversity will be a factor taken into consideration.
- 16 The committee will be supported by the INZ event manager or coordinator.

Meeting frequency

- 17 The committee will meet regularly in person and/or via video/telephone conferencing.
- 18 Members are expected to attend meetings.
- 19 There will be an agenda for each meeting.
- 20 Minutes of each meeting will be taken and distributed to all members as soon as practicable.
- 21 The committee may also arrange for ad hoc meetings which may also be conducted in person and/or via video/telephone conferencing.

Reporting

- 22 The committee is responsible to INZ and will report to:
 - a The chief executive upon request; and
 - b The board upon request.
- 23 In particular, TIC through the INZ event manager or coordinator will collaborate with INZ and ensure it has advance visibility of events organised and hosted by TIC.

Events and communications

- 24 TIC will organise and host events for TIC members to support the objectives.
- 25 Events and external communications will not conflict with INZ's strategy and/or position.
- 26 TIC will ensure all TIC events are appropriately funded and catered for.