

# The Board of Infrastructure NSW

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Application Information Pack

2023

## About Infrastructure NSW

Infrastructure NSW's purpose is creating a sustainable infrastructure legacy for NSW. We do this through expert advice, oversight of the state's infrastructure pipeline, priority project delivery and precinct development.

Established in July 2011 under the Infrastructure NSW Act 2011, Infrastructure NSW (INSW) provides independent advice to the NSW Government on the identification and prioritisation of critical public infrastructure.

The key functions of INSW include:

### Expert Advice

- Delivery of a 20-year infrastructure strategy, every five years
- Provide independent advice on infrastructure policies and priorities

### Infrastructure Assurance

- Monitor the infrastructure pipeline to ensure projects are delivered on time and on budget
- Administer the NSW Asset Management Policy, driving agency asset management capability

### Project Delivery

- Deliver high priority, world class projects for NSW
- Administer Restart NSW local council and NGO projects

### Precinct Development

- Planning and development of precincts, including Barangaroo and Black Wattle Bay

## Board of Infrastructure NSW

The Board of Infrastructure NSW comprises the Chief Executive Officer, an independent Chairperson and up to 5 persons from the private sector with relevant infrastructure sector experience, all appointed by the Premier and Treasurer, and the Secretaries of The Cabinet Office, NSW Treasury and the Department of Planning and Environment. The Board is advisory, providing strategic policy direction for Infrastructure NSW and advice to the Minister and CEO on infrastructure matters.

The Board is one of the most experienced in the country with a mix of leading business professionals with expertise in infrastructure, alongside the State's most senior public servants.

### Role of the Board Member

The overarching role of the Board members is to provide the CEO and Premier and Treasurer with sound governance and strategic oversight of the expert advisory, assurance and project delivery functions of Infrastructure NSW. The Board oversees the strategic direction of infrastructure initiatives, ensuring that the public's trust is upheld, and that projects and initiatives are being delivered within expectations.

Collectively, the private sector members appointed by the Premier and Treasurer bring skills and experience in infrastructure planning, funding and delivery, as well as asset management and sustainability.

## Location and frequency of Board meetings

The Board meets approximately 11 times per year on the first Thursday of each month, and members are required to attend meetings. Board appointments are generally 4-year terms at the discretion of the Premier and Treasurer, with the opportunity for additional terms if required. Meetings are held in the Sydney metropolitan area.

## Remuneration

Appointed Board members will be remunerated in line with the Classification and Remuneration Framework for NSW Government Boards and Committees as announced in the Premier's Memorandum 2012-18. As per the current Public Service Commission Remuneration guide, Board members will be paid at a rate of \$873.00 per day.

## Conflicts of Interest

Appointed Board members will be subject to a Code of Conduct including the requirement to disclose any real or potential conflicts of interests, including pecuniary interests or other close personal or professional associations.

## Privacy and Confidentiality

Board members must not disclose any INSW information that is confidential in nature. Confidential information will only be used for carrying out Board member duties in relation to the delivery of INSW and NSW Public Sector Infrastructure initiatives. Confidential information must not be disclosed to employees, contractors, consultants, representatives of other public or private sector organisations, or to the public.

Board members will be required to complete a Privacy and Confidentiality declaration upon appointment.

## Selection Process

The selection process for INSW Board appointments will align with the Public Service Commission's guidelines for selection, underpinned by 4 general principles of merit, fairness, diversity and integrity.

The selection process will require applicants to submit a CV and cover letter addressing the selection criteria, for review by an assessment panel comprised of the Board's Chair, and the CEO of Infrastructure NSW. Recommendations will be provided to the Premier and Treasurer for final considerations and appointment decision. Additional assessments including interview, psychometrics and/or work samples may be requested throughout this process. The same criteria and assessment requirements will be used to assess all persons being considered for appointment.

All candidates can expect the following recruitment stages:

1. **Preliminary assessment:** All eligible applications will be assessed by the Assessment Panel.
2. **Additional assessments (if required):** Candidates may be required to attend short interviews or provide additional work samples for consideration.
3. **Probity checks:** Based off assessments, preferred candidates will undergo probity checks.
4. **Appointments:** The Premier and Treasurer will determine the appointment from the recommendations and range of candidates provided. The appointment will be submitted to Cabinet for final approval. Successfully appointed

candidates will be required to submit compliance documentation (refer to Conflict of Interest and Privacy and Confidentiality below).

5. **Notification:** All candidates will be advised in writing of the outcome of their application.

## Essential Requirements

In accordance with the [Public Service Commission Appointment Standards – NSW Boards and Committees in the NSW Public Sector](#), applicants must meet the following

- not a lobbyist (refer the [Premier’s Memorandum 2013-11-NSW Lobbyist Code of Conduct](#))
- not a current public servant
- agree to probity screening – that is, disclosure and INSW consideration of conflicts of interest, including pecuniary interests or other close associations.

## Selection Criteria

- Experience in infrastructure planning, funding or delivery, or related asset management or sustainability management.
- Critical thinking, proven commercial judgement and objectivity, ability to analyse information
- Ability to contribute constructively to Board deliberations.
- Experience on boards or senior management of large organisations in relevant sectors.
- Diversity and complimentary experience to the full Board.

## How to Apply

All applications must include a CV and short cover letter of no more than 2 pages, addressing suitability for the role and the Selection Criteria (listed above).

Applications should be emailed through to

[PeopleandCulture@infrastructure.nsw.gov.au](mailto:PeopleandCulture@infrastructure.nsw.gov.au) before the advertised closing date.

Please ensure you include all information in your application regarding current and previous Board positions held. Please also indicate in your application what, if any, organisations you currently hold professional memberships with.

# Role Description

## Board Member

Infrastructure NSW

### Board of Infrastructure NSW

|                           |  |
|---------------------------|--|
| Cluster                   | Treasury NSW   |
| Department/Agency         | Infrastructure NSW   |
| Division/Branch/Unit      | Board of Infrastructure NSW  |
| Role number               | TBC  |
| Classification/Grade/Band | Board Member   |
| Date of Approval          | 04 August 2023   |
| Agency Website            | <a href="http://www.infrastructure.nsw.gov.au">www.infrastructure.nsw.gov.au</a> |

### Agency overview

Infrastructure NSW provides specialist advice to the NSW Government on infrastructure investment and prioritisation. We are an independent statutory agency, established under the Infrastructure NSW Act 2011. Infrastructure NSW's core functions include providing independent and strategic advice to ensure infrastructure investment decisions are underpinned by robust assessment and long-term planning; monitoring NSW's infrastructure program through independent reviews and expert analysis; recommending infrastructure projects to the NSW Treasurer for funding from the Restart NSW fund; and managing the procurement and delivery of nominated priority projects.

### Primary purpose of the Board of Infrastructure NSW

The Board of Infrastructure NSW comprises the Chief Executive Officer, an independent Chairperson and up to 5 persons from the private sector with relevant infrastructure sector experience, all appointed by the Minister, and the Secretaries of The Cabinet Office, NSW Treasury and the Department of Planning and Environment.

The Board is advisory, providing strategic policy direction for Infrastructure NSW and advice to the Minister and CEO on infrastructure matters.

The Board is one of the most experienced in the country with a mix of leading business professionals with expertise in infrastructure, alongside the State's most senior public servants.

### Key accountabilities

The overarching role of the Board members is to provide the CEO and relevant Ministers with sound governance and strategic oversight of the expert advisory, assurance and project delivery functions of Infrastructure NSW. The Board oversees the strategic direction of infrastructure initiatives, ensuring that the public's trust is upheld, and that projects and initiatives are being delivered within expectations.

Collectively, the private sector members appointed by the Minister bring skills and experience in infrastructure planning, funding and delivery, as well as asset management and sustainability.

## Key relationships

### Internal

| Who   | Why  |
|---|--|
| CEO, Infrastructure NSW                             | <ul style="list-style-type: none"> <li>Member of Board of Infrastructure NSW</li> <li>Participate in discussion regarding business, strategic planning, organisational objectives and other related matters</li> </ul> |
| Chair / Board Members, Board of Infrastructure NSW, | <ul style="list-style-type: none"> <li>Discuss and provide recommendations on strategic initiatives of INSW and other infrastructure activity across NSW Public Sector</li> </ul>                                      |
| Executive Team, Infrastructure NSW                  | <ul style="list-style-type: none"> <li>Obtain strategic advice, information and guidance for key functions, planning and projects</li> </ul>   |

### External

| Who   | Why  |
|---|--|
| Premier and Ministers / Office of the Premier / Office of Ministers/Cabinet | <ul style="list-style-type: none"> <li>Contribute as a trusted advisor for the Premier and relevant Ministers to support successful outcomes for NSW infrastructure projects, policies and programs</li> </ul> |
| Key government, industry and other stakeholders                             | <ul style="list-style-type: none"> <li>Build and maintain effective, collegiate relationships and partnerships with other NSW Government and relevant non-government stakeholders.</li> </ul>                  |

## Role Dimensions

### Decision making

The Board member is fully accountable for the accuracy, validity and integrity of the content of advice provided and work performed.

### Budget/Expenditure

N/A.

## Essential requirements

In accordance with the Public Service Commission Appointment Standards – NSW Boards and Committees in the NSW Public Sector, applicants must meet the following:

- not a lobbyist
- not a current public servant
- agree to probity screening – that is, disclosure and INSW consideration of conflicts of interest, including pecuniary interests or other close associations.

## Selection Criteria

- Experience in an infrastructure planning, funding or delivery, or related asset management or sustainability management.
- Critical thinking, proven commercial judgement and objectivity, ability to analyse information, constructive style.
- Ability to contribute constructively to Board deliberations.
- Experience on boards or senior management of large organisations in relevant sectors.
- Diverse experience to complement existing Board skills.

Applicants will be required to disclose all information regarding current and previous Board positions held.

Appointed Board members will be subject to a Code of Conduct including the requirement to disclose any real or potential conflicts of interests, including pecuniary interests or other close personal or professional associations.

Board members must not disclose any INSW information that is confidential in nature. Confidential information will only be used for carrying out Board member duties in relation to the delivery of INSW and NSW Public Sector Infrastructure initiatives. Confidential information must not be disclosed to employees, contractors, consultants, representatives of other public or private sector organisations, or to the public.

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