

## ICI Governance Framework

### ICI\_POL001

#### 1.0 PURPOSE

The Institute of Civil Infrastructure (AUS) Ltd (ICI) [ACN 629 165 082; ABN 50 629 165 082] is a not for profit organisation.

The principal purpose of the ICI is to promote, in the national and public interest, the growth of a strong and sustainable Industry resource of supervisors and managers through setting, providing and continually improving:

- i. Industry standards for civil infrastructure managers;
- ii. Educational services including continuing professional development that builds attributes, identity and recognition for those managing in the Industry;
- iii. Attraction and retention of students to the Industry and the inclusion and support of current students aspiring to work in the Industry; and
- iv. The attraction, support and retention of a diverse workforce in Industry.

#### 2.0 GOVERNANCE

ICI will be governed in accordance with its Constitution.

The ICI Board will comprise civil contracting industry individuals.

The ICI Board will appoint the Chief Executive Officer.

A Grading Standards Committee (GSC) will be appointed by the Board and will:

- i. Advise ICI on industry standards for the ICI Career Progression Program [the Program] including the related Continuing Professional Development Learning Program for individuals in the Civil Industry
- ii. Support the management arm of ICI in developing the system of grading and assessment of applicants to the Program
- iii. Advise ICI on the Learning Program for a three-year cycle of the Program
- iv. Define the core standards of each Stage of learning in the Learning Program
- v. Act as ambassadors for the Program

An Appeals Committee will be appointed by the Board and will review appeals to the Executive's complaint appeal decisions. The Board will have final decisions on Appeals.

#### 3.0 POLICY STATEMENT

ICI will undertake to operate under the following principles:

- i. ICI is committed to a strong and sustainable Civil Infrastructure industry and supports the provision of continual professional development that provides national recognition and identity for those working across the sector
- ii. ICI will provide its educational programs to all of industry, not just its Members.
- iii. Membership of ICI is voluntary, non-exclusive and is not a mandatory regulatory requirement to offer services in the industry
- iv. Membership fees will be reviewed regularly by the Board and set in accordance with a Policy.



- v. The requirements for becoming a Member of ICI will not be onerous or unnecessarily restrictive, but will seek to be inclusive and not to result in public detriment while upholding industry standards
- vi. Members of ICI will commit to adhere to a Code of Conduct and Policies which support respectful, inclusive, ethical and honest behaviours and quality professional standards.
- vii. ICI will conduct regular reviews of its complaints procedures and report to the governing Board. It will ensure procedural fairness by requiring that complaints are investigated and/or referred to the appropriate body and that an ICI Member is afforded the right to respond to a complaint and request a hearing
- viii. Programs of ICI will be developed and informed on the advice of leaders and practitioners in the industry.

#### 4.0 COMPLIANCE

ICI will operate in compliance to relevant legal and regulatory responsibilities at both State and Commonwealth level.

Staff of ICI, ICI Members, program presenters, program participants, contractors, partners, and sponsors who are involved in any activity under the auspices of ICI will comply with the relevant procedures linked to this Framework and to any signed contracts or agreements.

This Framework will be reviewed every two years from policy endorsement

#### Associated Policy Documents

ICI_POL002	ICI Code of Conduct
ICI_POL003	ICI Membership and Grading Policy
ICI_POL004	ICI Continuing Professional Development Policy
ICI_POL005	ICI Fees & Refund Policy
ICI_POL006	ICI Complaints & Appeals Policy
ICI_POL007	ICI Risk Management Policy
ICI_POL008	ICI Quality Assurance Policy

#### Policy Record Management

Policy Number	Policy Name	Drafted/Reviewed by	Date	Approved by	Date
ICI-POL-001	ICI Governance Framework	As released	31.10.18	The ICI Board	31.10.18

Date Approved by Board:	Date of Effect:	Review Date:
31.10.18	31.10.2018	24 months
Responsible Officer: CEO		