



Terms of Reference

VNZ Strategic Information Technology and Information Management Technology Advisory Group (SITIMAG)

Purpose

The purpose of the VNZ Strategic Information Technology and Information Management Technology Advisory Group (SITIMAG) is to provide ongoing governance advice, efficiencies and recommendations of matters relating to VNZ's Information Technology and Information Management Technology.

Key Principles

- Provide advice of technology and Information management strategy, roadmaps and plans.
- Provide advice on approach to piloting and implementation of contemporary and innovative technology and Information management applications, taking advantage of leading technology and Information management trends and developments.
- Provide advocacy for technology and Information management education and awareness across VNZ and regions.
- Provide advice on technology and Information management security profile and roadmap.
- Operating with respect to the strategic framework of VNZ and Sport NZ.

Responsibilities include:

Provide expert advice to VNZ board and CEO on strategy, management and planning for digital engagement at VNZ in close alignment with the overall mission, strategies and operational needs of VNZ.

Provide expert advice to them on matters relating to:

- Delivery of digital information and services in online, social and mobile spaces.
- Development of a VNZ Digital Strategic Plan and annual operational plans.
- Development of digital policies.
- Coherent and consistent high quality user experience and engagement in the online, social and mobile space.
- Current and future core technical and infrastructure systems



- Information Technology policy and standards
- Provide annual reporting to SITIMAG of progress against approved digital strategic and operational plans.
- In carrying out its role, the standing committee must give due consideration to approved VNZ objectives and priorities as set out in Strategic and Operational Priorities Plans and the Constitution of the VNZ board and CEO.

Membership

- The VNZ Board will appoint SITIMAG.
- It is expected that the group will have 2-4 members.
- It is also expected that there will be at least one Board member and one VNZ staff member.
- A member from another sporting code with IT expertise may be considered.
- The VNZ staff member on the group will administer the advisory group.
- The advisory group should, where needed, bring in external expertise.
- Meetings will take place as required (using video or phone conference) and the expected duration of membership is ongoing.

Member Specification

Advisory Group members are required to have:

- Current expertise and experience in the Strategic Information Technology and Information Management Technology
- Credibility and integrity
- Strong networking skills to engage or develop a mechanism for communicating with and gaining buy in from stakeholders
- A commitment to the optimisation of the Strategic Information Technology and Information Management Technology
- An understanding of Strategic Information Technology and Information Management Technology development
- Availability and time to participate in email discussion, consultation and meetings.

It is also noted that this process may highlight some areas outside of the project scope that the group feels may warrant future review or further discussion.

