



Tasmanian Spatial Information Council

Charter

Version 2.3
22 June 2015

Tasmanian Spatial Information Council (TASSIC)

1. Purpose

The role of the Tasmanian Spatial Information Council (TASSIC) is to maximise opportunities for government, industry and the community through the efficient and effective development, maintenance and use of the Tasmanian Spatial Data Infrastructure (TSDI).

2. Background

The LIST Strategic Directions Project identified a lack of formal coordination and integration across the spatial information sectors in Tasmania, which had impacted on the management and use of spatial information in the State.

The absence of a whole of State approach to spatial data and information management resulted in a continuing risk of data duplication and significantly reduced opportunities for data harmonisation.

TASSIC was to provide a key forum to facilitate increased collaboration and cooperation across the spatial information sectors, with the following outcomes:

- improved decision making in a range of critical areas (for example, emergency management, counter terrorism, placement of major infrastructure, planning for service delivery, natural resource management, mining and climate change);
- more informed policy development and implementation;
- reduced duplication – especially in terms of data collection;
- greater opportunities for data harmonisation;
- increased capacity for data discoverability and accessibility;
- the development of major spatial systems and alignment between stakeholders' needs and expectations; and
- cost savings for the industry as a whole.

3. Relationship to other bodies

TASSIC will liaise with any peak bodies associated with the use of spatial information that are relevant to the Council's purpose.

Its scope extends to all aspects of spatial information that support the needs of the State's public sector, private sector and community.

TASSIC does not duplicate or replace any sector's existing peak industry association, such as the Spatial Industries Business Association (SIBA) or the Surveying and Spatial Sciences Institute (SSSI).

4. Terms of Reference

The Council's Terms of Reference are to:

1. Provide a forum for communication and coordination across the sectors in the development of the Tasmanian Spatial Data Infrastructure;
2. Foster partnerships and collaborative initiatives across the sectors in the use of spatial information;

3. Identify opportunities for coordinated planning for the acquisition of spatial information;
4. Raise awareness about spatial information best practice and promote the use of spatial information within the State;
5. Develop cross-sector strategies for financing, maintaining and developing spatial information and systems;
6. Initiate and develop policy recommendations for the Tasmanian spatial information sector; and
7. Maintain awareness of and consistency with national initiatives, where appropriate.

5. Structure

The Council has an independent Chair, appointed by the Minister for Primary Industries and Water.

5.1 Membership

TASSIC has seven (7) permanent member representatives. Apart from the Chair, each of the six other members represents a key sector of the spatial information industry:

- 1 independent Chair
- 1 State Government representative – Department of Premier & Cabinet
- 1 State Government representative – Department of Primary Industries, Parks, Water & Environment
- 1 local government representative – Local Government Association of Tasmania
- 1 academic representative – University of Tasmania
- 1 professional representative – Surveying and Spatial Sciences Institute
- 1 private sector representative – Spatial Industries Business Association

Members are nominated by the selected industry sectors to ensure that the Council has an appropriate balance of competencies and experiences to meet its objectives.

In addition to the seven permanent members, Council may request that the Minister include additional representatives on the Council.

There is currently one (1) interim member nominated by Council and approved by the Minister.

All members are appointed by the Minister for Primary Industries and Water.

5.2 Terms of appointment of members

- (a) The term of a permanent member representative is for a period not exceeding two years, as specified in the instrument of his or her appointment.
- (b) A permanent member representative is eligible for re-appointment.
- (c) At the end of the Council's first two years, all permanent member representatives may be invited to re-nominate.
- (d) Interim members are appointed for a period not exceeding one year, as specified in the instrument of his or her appointment.
- (e) An interim member is eligible for re-appointment.

5.3 Resignation and removal of members

- (a) A member of the Council may resign in writing, signed by the member and addressed to the Minister.
- (b) If a member of the Council resigns or is removed from office, that member's representative organisation may nominate an alternative person to be considered for appointment as a member. The replacement will only be eligible to serve until the end of the term of the Council member who has been replaced.

5.4 Vacancies

- (a) Repeated non-attendance at meetings by a member of the Council may result in a new nomination being sought.
- (b) The Minister may remove a member at any time without cause.

5.5 Remuneration

- (a) The Chair of the Council may receive remuneration.

6. Meeting Frequency

TASSIC meetings are scheduled at least four times per year. Out of session activities may be arranged in appropriate circumstances.

7. Reporting Arrangements

The Council reports to the Minister for Primary Industries and Water on its progress, and is required to review its own performance against its Charter and relevant performance measures to ensure it continues to meet the requirements. It will provide an annual report to the Minister on progress and achievements.

8. Working Arrangements

Initiatives to be considered by Council should be discussed adequately within each sector prior to Council meetings to the extent required to enable the Council member to speak on behalf of his/her sector. Council will be responsible for developing strategies to fund any initiatives.

Council decisions are to be made by consensus or by a simple majority vote of the members present, provided that there is a quorum consisting of a majority of the members appointed at the time. In case of lack of a quorum, decisions will be held over until the next meeting of the Council.

All members (including the Chair) have a deliberative vote in relation to matters being decided and in the event of an equality of votes the Chair has a casting vote.

Changes to the Charter may be recommended to the Minister only by a two-thirds majority of all members of the Council.

9. Confidentiality

The detail of deliberations must be treated confidentially in order to provide a forum for frank and fearless advice and debate.

10. Conflict of Interest

Members must be aware of the need to manage all genuine conflicts of interests and be aware of the possibility that their interests could raise the perception of a conflict of interest.

A member who has a direct pecuniary or private interest in a matter being discussed at a meeting must declare the nature of the interest and the potential for there to be a conflict:

- (a) at the commencement of a meeting in accordance with the meeting procedure; or
- (b) if they become aware of an interest during discussions, as soon as possible after becoming aware of the interest.

The Chair of a meeting at which a declaration of an interest is made shall cause the declaration to be recorded in the minutes of the meeting.

A member who has made a declaration of a potential conflict of interest may not be present or take part in any discussion of the matter to which the declaration relates unless the Chair or member presiding directs otherwise.

A member who has made a declaration of a potential conflict of interest must not vote on the matter to which the declaration relates.

11. Secretariat

TASSIC will be supported by the Department of Primary Industries, Parks, Water and Environment and the Department of Premier and Cabinet. The Secretariat will be responsible for:

- scheduling meetings and preparing associated papers;
- ensuring that papers for the consideration of the Council are circulated with sufficient time for Council members to consult within their sectors (minimum 7 working days);
- preparing reports on progress with the Council's forward program of work; and
- distributing minutes of the Council.

12. Support

TASSIC may request that the Department of Primary Industries, Parks, Water and Environment carries out investigations on particular matters related to the implementation of strategies and other designated projects as they arise. This request will be considered by the Department and responded to in the context of current work programs and budget availability.

13. Current Membership

As at June 2015, members of TASSIC and respective nominating organisations are:

- Hon Gary Nairn, Independent Chair
- Dr Jon Osborn, University of Tasmania
- Mr Mitchell Knevett, Department of Premier & Cabinet
- Mr Michael Giudici, Department of Primary Industries, Parks, Water & Environment
- Mr Alexander Crothers, Local Government Association of Tasmania
- Mr Simon Allen, Surveying and Spatial Sciences Institute
- Mr Paul Digney, Spatial Industries Business Association
- Mr Branko Vitas, Australian Bureau of Statistics (interim member)

Tasmanian Spatial Information Council – Reporting Arrangements

This diagram depicts the reporting arrangements for the Tasmanian Spatial Information Council (TASSIC). Policy and secretarial services are provided by the Department of Primary Industries, Parks, Water and Environment (DPIPWE) and the Department of Premier & Cabinet (DPAC).

The Council reports through the Secretary DPIPWE to the Minister for Primary Industries and Water. Each of the stakeholder groups represented on the Council is encouraged to implement appropriate arrangements to facilitate the development of group-based positions on Council agenda items.

Agenda items are developed by the Chair in consultation with the policy support services provided by DPIPWE and DPAC. Policy recommendations developed by Council will be considered for implementation by each of the stakeholder groups represented on the Council.

