

IRIS Tasmanian Data Directory Working Group

Draft Terms of Reference

Background

The Infrastructure and Resource Information Service (IRIS) is being developed within DIER to provide an easy to use, single access point to information on infrastructure and resources held by State, Federal and local governments as well as some private sector sources. Descriptions of the range of information available from various sources will be a vital part of IRIS. These descriptions are known as metadata.

Currently there are few existing metadata sources in Tasmania. In order to encourage the creation of metadata information for use by IRIS, it has been decided that IRIS will provide a metadata repository (Metastore) for non-spatial metadata. DPIWE manages the Tasmanian node of the Australian Spatial Data Directory and as a consequence provides a repository for spatial metadata.

Purpose

The IRIS Tasmanian Data Directory Working Group (TDDWG) has been formed to resolve issues regarding the provision of a central non-spatial metadata repository and to consider associated issues.

Membership

The IRIS TDD Working Group is comprised of:

- The IRIS Manager or delegate;
- Representative from each of those Government Agencies that are major contributors or stakeholders in the provision of metadata are:
 - Lloyd Sokvitne (Department of Education);
 - Mark Johnson (Department of Primary Industries, Water and Environment);
 - Leigh Fannon (Department of Primary Industries, Water and Environment);
 - Peter Rice (Department of Infrastructure, Energy and Resources);
 - Jason Featherstone (Australian Bureau of Statistics).
 - John Cuthbertson (Department of Infrastructure, Energy and Resources, RIMS).
- Other IRIS team members as required.

Frequency of Meetings

Meetings are held monthly or as required in order to meet the IRIS metadata outputs within the designated timeframe.

Convenor

The Manager IRIS will convene meetings.

Role of the Working Group

The working group is to:

1. Identify issues to be addressed to implement a Tasmanian non-spatial metadata repository, such as:
 - Identifying appropriate metadata standards;
 - Identifying those elements which should be deemed mandatory;
 - How to address any compatibility issues between the Tasmanian metadata repository and other jurisdictions;
 - The identity, ownership, management and maintenance of the repository, including funding strategies;
 - What sort of guidance is appropriate for new metadata providers.
2. Identify strategies/options that may be used to promote the use of metadata and the Metastore repository, particularly within the Tasmanian Government.
3. Provide recommendations addressing the identified issues to the IRIS Steering Committee for discussion and endorsement.