

Dataversity

Steering Team Terms of Reference

Draft 18 October, by Dan Randow.

Role of the Steering Team

The Dataversity Steering Team is accountable to the Biodiversity Forum to support the ongoing functioning and development of Dataversity, in line with its Charter.

The main tasks of the Steering Team are to:

- determine the strategy for Dataversity,
- ensure that conversations are maintained within Dataversity,
- ensure that adequate resources are obtained for Dataversity, and
- represent Dataversity in dealings with related organisations.

Membership of the Steering Team

Steering Team members participate voluntarily and should have the support of their employers to participate.

The role of members is to participate in:

- decision-making in the Steering Team, and
- the activities of Dataversity.

The Steering Team should include representation from at least:

- two regional councils,
- one city council,
- one district council,
- one unitary authority,
- the Department of Conservation, and
- one CRI.

New members who apply, or are invited to join the Steering Team, are appointed by consensus among the existing members.

Convenor

The Steering Team has a convenor, appointed by consensus by the members. In addition to their role as a member of the Steering Team, the convenor has the following responsibilities.

- Convene and chair meetings.
- Liaise between the Steering Team and the members of Dataversity, the Biodiversity Forum and related organisations.

Meetings

The Steering Team meets at least four times per year, either face to face or by audio-conference. Decisions are made by consensus. In between meetings, the Group conducts online conversations, and can make informal decisions online.