



Queensland  
Government

community  
climate  
location  
information

QSIIS Information Office

# 2004-2005 Business Plan

May 2004



# QSIIS

Queensland Spatial Information Infrastructure Strategy

[www.qsiis.qld.gov.au](http://www.qsiis.qld.gov.au)

business  
planning

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## 1. Business Plan Overview

The Queensland Spatial Information Infrastructure Strategy Information Office (QIO) was established in 1999 by QSIIC for a three year term with the option of extending the operations of the QIO under its original mandate for a further two years. This document sets out the business plan for the Queensland Spatial Information Infrastructure Strategy Information Office (QIO) for the Fiscal Year 2004-2005.

The plan includes strategic directions, key issues, nominated activities and resource requirements. The business plan is characterised by considered adjustments to the operational direction of the QIO over it's last four years and includes activities that facilitate :-

- Focus on the business foundations needed for spatial industry opportunity and growth through use of best practice value chain philosophies.
- Commitments to State and Local Government operations through partnership opportunities and data sharing arrangements.
- Tailoring of existing support mechanism to meet spatial information industry needs through ties to the Departments of Public Works, State Development and Innovation and Premiers.
- Monitoring of spatial industry growth through the capabilities and expertise of the Office of Economics and Statistical Research.
- Consumer industry targeting through alliances with industry association representing growth markets.
- Promotion of spatial information use through real world and business events case studies.
- Alignment to the security and emergency response agendas at national and state level
- Recognition of the Spatial Information Industry in Queensland as the smartest industry in the Smart State.

*It is recognised that the QIO Business Plan directly supports the QSIIS strategic plan through its defined projects.*

## 2. Strategic Connection

The QSIIS Information Office is a business unit of the Office of Economic and Statistical Research (OESR), Queensland Treasury. The QIO provides advice and assistance that will improve access to spatial information resources according to the priorities of the Queensland Spatial Information Infrastructure Strategy. This includes adherence to the following Whole-of-Government priorities and outcomes, Queensland Treasury outputs and (OESR) outputs.

## 2.1 Queensland Government Priorities

<b><i>Whole-of-Government Priorities</i></b>
Realising the Smart State through education, skills and innovation
Growing a diverse economy and creating jobs
Protecting our children and enhancing community safety
Improving health care and strengthening services to the community
Protecting the environment for a sustainable future
Managing urban growth and building Queensland's Regions
Delivering responsive government

## 2.2 QSIIS Strategies

<b>QSIIS Strategies</b>
<b>Strategy 1</b> - Promote the value and importance of spatial information in decision-making to senior level management in governments.
<b>Strategy 2</b> - Promote and market the value, importance and application of spatial information to industry and the community.
<b>Strategy 3</b> - Ensure spatial data is available and maintained to specified data quality and coverage standards to meet business needs.
Strategy 4 - Provide standards, guidelines and procedures that support efficient data access for users across government and other sectors.
Strategy 5 - Develop cooperative arrangements and remove barriers to collaboration between organisations.
<b>Strategy 6</b> - Promote development of single point of discovery and access for spatial data resources (initially for State government resources).
<b>Strategy 7</b> - Support the development of skills and capacity building in the application and use of spatial information.

## 2.3 QSIIS Strategy alignment with Government Priorities

The QSIIS strategies align very strongly to the priorities of the Queensland Government. This emphasises the role spatial information has in facilitating the achievement of those priorities.

<i>Whole of Government Priorities</i>	<i>QSIIC Strategies</i>						
	1	2	3	4	5	6	7
Releasing the Smart State through education, skills and innovation	✓	✓	✓	✓	✓	✓	✓
Growing a diverse economy and creating jobs	✓	✓	✓	✓	✓	✓	✓
Protecting our children and enhancing community safety	✓	✓	✓	✓	✓	✓	✓
Improving health care and strengthening services to the community	✓	✓	✓	✓	✓	✓	✓
Protecting the environment for a sustainable future	✓	✓	✓	✓	✓	✓	✓
Managing urban growth and building Queensland's Regions	✓	✓	✓	✓	✓	✓	✓
Delivering responsive government	✓	✓	✓	✓	✓	✓	✓

## 2.4 QSIIS Strategy alignment OESR Outputs

The QSIIS strategies also align closely to the OESR outputs.

<b>QSIIS Strategic Plan</b>	<b>OESR Sub-outputs</b>			
	<b>Data</b>	<b>Intelligence</b>	<b>Coordination</b>	<b>Research</b>
<b>Strategies</b>				
<b>Strategy 1</b> - Promote the value and importance of spatial information in decision-making to senior level management in governments.	✓	✓	✓	✓
<b>Strategy 2</b> - Promote and market the value, importance and application of spatial information to industry and the community.	✓	✓	✓	✓
<b>Strategy 3</b> - Ensure spatial data is available and maintained to specified data quality and coverage standards to meet business needs.	✓	✓	✓	✓
<b>Strategy 4</b> - Provide standards, guidelines and procedures that support efficient data access for users across government and other sectors.	✓	✓	✓	✓

QSIIS Strategic Plan	OESR Sub-outputs			
	Data	Intelligence	Coordination	Research
<b>Strategy 5</b> - Develop cooperative arrangements and remove barriers to collaboration between organisations	✓	✓	✓	✓
<b>Strategy 6</b> – Promote development of single point of discovery and access for spatial data resources (initially for State government resources).	✓	✓	✓	✓
<b>Strategy 7</b> - Support the development of skills and capacity building in the application and use of spatial information.	✓	✓	✓	✓

### 3. Description of Activities

The QSIIS Information Office will provide services to individuals, organisations or community groups that:

- Are the custodians of spatial information to assist them in opening up access to their spatial information resources.
- Distribute and value-add spatial information through the creation of spatial information products to assist them in participating more effectively in the spatial information supply chain.
- Use spatial information to improve their products and services to the community, to assist them in gaining access to relevant spatial information resources.

The services of the QSIIS Information Office :-

- Support and enhance the business arrangements for access to spatial information that is used in critical processes for government, industry and the community.
- Provide advice on availability of spatial information and assistance with consultation and negotiation of supply arrangements.
- Publicise the QSIIS business framework (including licensing templates) and web based tools that will contribute to improvement of the availability of spatial information.
- Promote the capabilities of the spatial information industry in providing spatial solutions to business issues.

## **4. Strategic Direction of the QSIIS Information Office**

The QIO is engaged to assist the spatial information industry achieve the QSIIS vision of :-

*“Spatial information is accessible and used to support business, lifestyle and a sustainable environment across the State”*

### **4.1 QIO Vision**

To be a leader in facilitating enhanced business arrangements for access to and distribution of spatial information.

### **4.2 QIO Mission**

To create a spatial information business environment that can increase the effective utilisation of spatial information resources by government, industry and community, encourage durable partnerships between government and successful firms and assist specific ventures to capture emerging business opportunities and overcome barriers to growth.

### **4.3 QIO Values**

The values adhered to by the OESR have been adopted by the QIO to guide the conduct of its staff in carrying out activities on behalf of QSIIC.

- Results focussed - Meeting planned outputs by delivering timely, relevant, high quality services
- Ethical Standards, Honesty and Integrity - Being fair and honest, upholding high ethical standards
- Sound Customer Relationships - Satisfying customer needs and expectations
- People - Building sound working relationships by supporting the right of individuals to express their opinions and to be treated with respect and dignity
- Effective Partnerships - Establishing strategic partnerships with other government agencies, industry and the academic community
- Communication - Encouraging effective listening, speaking and writing skills
- Team Work - Encouraging initiative in team members by developing a culture of continuous improvement and striving to build effective and harmonious teams

## **5. Relationships**

### **5.1 Stakeholder Relationships**

The QSIIS Executive Committee acts in the role of Steering Committee for the activities of the Office, providing advice and guidance and representing the interests of QSIIC. The QIO plays an active role on the QSIIS Policy, Communication and Industry Development Standing Committees and Emergency Management Theme Committee. Figure 1 illustrates the QSIIC organisational structure and the QSIIS Information Office line of reporting into OESR for all day-to-day management activities.

### **5.2 Relationship to the Supply Chain**

The QSIIS Information Office assists with the facilitation of supply chain arrangements but does not participate in the distribution of spatial information products and services. It will promote the availability of data sets from Custodians. The QIO will not receive fees for the services that it performs unless specifically requested and/or approved by QSIIC.

The QIO will take an active role in the development of value chains within the supply chain framework. Value chains promote responsiveness to user needs, trust and open communication among participants and result in mutually beneficial outcomes for all participating parties. Value chains have been identified as the preferred business model by the Queensland Spatial Information Industry Development Plan and are recognised by the federal Department of Industry Tourism and Resources' Value Chain Management Program.

### **5.3 Relationships with the Marketplace**

The QSIIS Information Office will act as a facilitator in the negotiation of arrangements between Custodians who wish to provide access to data sets, value-adders and end users. It will focus on the business-to-business arrangements.

## **6. QIO Operations and Projects**

This section describes the operations of the Office and QIO Projects for FY04-05. The priorities build off the work completed by the QIO over the last four years and are consistent with the current QSIIC Strategic Plan 03-06.

### **6.1 Characteristics of FY04- 05 Business Plan**

The plan builds off the consultation and discussion with QSIIS stakeholders over the last 12 months and feedback on the FY03-04 Business Plan and is characterised by :-

- Support of shared spatial service initiatives including QSIIS activities that align to the Information Queensland initiative.
- Focus on the business foundations needed for spatial industry opportunity and growth through greater use of best practice value chain philosophies.
- Commitments to State and Local Government operations through partnership opportunities and data sharing arrangements.
- Tailoring of existing support mechanism to meet spatial information industry needs through ties to Department of Public Works, Department of State Development and Innovation, and Premiers Department.
- Monitoring of spatial industry growth through the capabilities and expertise of the Office of Economics and Statistical Research.
- Consumer industry targeting through alliances with industry association representing growth markets.
- Promotion of spatial information use through real world and business events case studies.
- Alignment to the security and emergency response agendas at national and state level.
- Recognition of the Spatial Information Industry in Queensland as the smartest industry in the Smart State.

## **6.2 QIO Strategic Outcomes in FY04-05**

- Promoting the QIO services and securing assignments from stakeholders.
- Ensuring that the business arrangements achieve an appropriate balance between the protection of intellectual property and the creation of opportunities to value-add and create economic growth.
- Providing constructive advice on the distribution of spatial information in a community that is increasingly concerned about privacy of personal information.
- Building a reputation for QIO as a supplier of timely, relevant, high quality, client-focused services.
- Creating an ongoing funding base for QIO from the delivery of real value to an increasing client base to ensure continuity of operation.
- Use appropriate communication strategies including online technologies to deliver the information services of the QIO.
- Increasing regional representation, primarily through OESR's Cairns, Townsville and Rockhampton offices.
- Delivering key information projects of OESR consistent with QSIIS strategies.

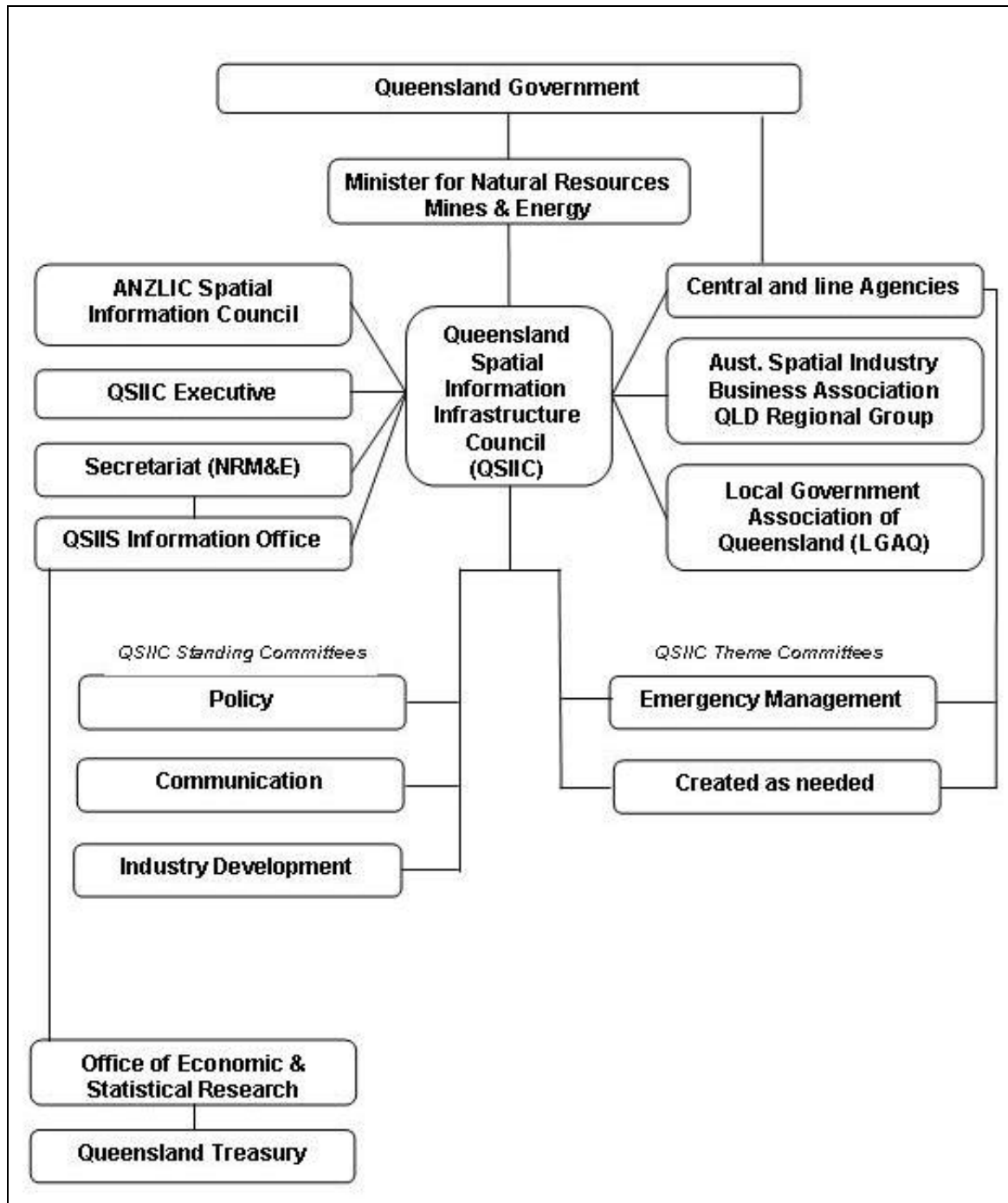
## **6.3 Specific QIO Projects**

During FY2004-2005, the QIO will also focus on Projects set out below. It should be noted that in addition to the projects below, QIO supports the operation of QSIIC and its standing and theme committees.

**6.3.1 QSIIS Strategy One – “Promote the value and importance of spatial information in decision-making to senior level management in governments”**

- Develop a QSIIC prospectus outlining the benefits of QSIIC to all Government Agencies.

**Figure 1. QSIIC Organisational Structure**



### **6.3.2 QSIIS Strategy Two – “Promote and market the value, importance and application of spatial information to industry and the community”**

- Coordinate the alignment of QSIIS activities to the Smart State initiative (Smart Business’s use Spatial Solutions).
- Build alliances with key industry peak bodies representing business sectors where spatial information market growth can be cultivated (Finance, Agriculture, Tourism).
- Facilitate the cooperative input of SI representative groups such as ASIBA, Spatial Sciences Institute etc to delivering market engagement activities.
- Coordinate the identification and tailoring of currently available business support mechanisms for domestic and export markets.
- Household survey of spatial information product use

The QSIIS Communication Plan is characterised by a continued greater emphasis on transforming “QSIIS” into the language of the end beneficiary, the consumer, rather than the provider as has been done historically. The proposed communication activities are contained in Appendix One. The plan includes:-

- Industry theme kits
- Seminars and briefings through alliances with peak industry body.
- Continued promotion of QSIIS institutional arrangements within the spatial industry.
- Lunchtime spatial information forums profiling spatial information applications.
- Support the continuation of a State Spatial Conference, held in conjunction with the Spatial Sciences Institute and ASIBA.
- Rationalisation of QSIIS and QIO websites.
- More effective client information management systems and procedures.
- Attend and contribute to regional interest, focus group and peak body events.
- Attend and present industry conferences, seminars and trade show

### **6.3.3 QSIIS Strategy Three – “Ensure spatial data is available and maintained to specified data quality and coverage standards to meet business needs”**

- Encourage the establishment of key spatial information infrastructure projects across the state.
- Negotiate agreements for the Property Location Index (PLI).
- Encourage the introduction of Rural Road Addressing (RRA).
- QSIIS Spatial Imagery Economics Assessment Project
- SDRN Refinement Project

**6.3.4 QSIS Strategy Four – “Provide standards, guidelines and procedures that support efficient data access for users across government and other sectors”**

- Encourage the adoption of the Custodianship Standard
- Enhancement of the Metadata Entry Tools as requirements change..
- Review the Custodianship Self-Registration System.
- Promote the urban and rural addressing standards

**6.3.5 QSIS Strategy Five – “Develop cooperative arrangements and remove barriers to collaboration between organisations”**

- Lead the review of the QSIS Business Environment and component framework and licences and promote use of a new QSIS Business Environment for product and service sustainability.
- Encourage the adoption of the new QSIS Business Environment.
- Provide regional liaison with local government
- Whole-of-Government MapInfo software licence agreement

**6.3.6 QSIS Strategy Six – “Promote development of single point of discovery and access for spatial data resources (initially for State government resources)”**

- Support the collection of Metadata throughout Queensland.
- Promote the marketing benefit to the industry of capturing and publishing meta-data.
- Maintain the ASDD Node.
- Metadata harmonisation between AGLS and ANZLIC standards.
- Information Queensland Technical Alignment Review
- Information Queensland Business Process Review

**6.3.7 QSIS Strategy Seven – “Support the development of skills and capacity building in the application and use of spatial information.”**

- Provide input to or content for University and TAFE courses.
- State Development and Innovation business development seminars
- QUT Spatial infrastructure course
- GISStart – the combination of GIS@Schools with Census@Schools.
- GIS Art Attack – the use of GIS to create art.

**6.3.8 Relationship of QIO projects with OESR Sub-outputs**

Work within all business priorities will be monitored and performance deliverables reported through the OESR Sub-outputs.

### 6.3.9 Alignment of QSIIS strategies with QIO projects

This table aligns QSIIS strategies with QIO projects. The QIO projects have been mapped to their primary strategy, even though a project can impact across many strategies. Apart from the projects listed, the QIO supports the operation of QSIIC and its standing and theme Committees.

QSIIS Strategic Plan		QIO Business Plan		QSIIS Strategic Plan
QSIIS Strategies	QSIIS Activities	QIO Projects	Responsibility	Performance Indicators
<b>Strategy 1 - Promote the value and importance of spatial information in decision-making to senior level management in governments.</b>	<ul style="list-style-type: none"> <li>Strengthen communication on spatial information activities between all levels of government and other sectors.</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC Prospectus</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	<ul style="list-style-type: none"> <li>Resources available to fund development of the spatial information infrastructure.</li> <li>Spatial information underpins information infrastructures in agencies and government.</li> </ul>
	<ul style="list-style-type: none"> <li>Maintain senior executive involvement in the QSIIC Council with reporting to Directors-General and Cabinet.</li> </ul>			
<b>Strategy 2 - Promote and market the value, importance and application of spatial information to industry and the community.</b>	<ul style="list-style-type: none"> <li>Develop a simple plain-English version of the spatial information industry.</li> </ul>			<ul style="list-style-type: none"> <li>Growth in traditional and non-traditional spatial information industries.</li> <li>Increased community awareness, understanding and use of spatial information.</li> </ul>
	<ul style="list-style-type: none"> <li>Identify and publish successful case studies of the use of spatial information in business and the community.</li> </ul>	<ul style="list-style-type: none"> <li>QSIIS Industry Theme kits</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
	<ul style="list-style-type: none"> <li>Continue communication program to promote and market spatial information and the industry.</li> </ul>	<ul style="list-style-type: none"> <li>Household survey of spatial information product use</li> </ul>	<ul style="list-style-type: none"> <li>OESR</li> </ul>	
		<ul style="list-style-type: none"> <li>QSIIS Website</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
		<ul style="list-style-type: none"> <li>QSIIS Smart Business Solutions Seminar Series</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
		<ul style="list-style-type: none"> <li>QSIIS Update</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
<ul style="list-style-type: none"> <li>QSIIS Industry Promotion</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>		

QSIIS Information Office Business Plan 2004-2005

QSIIS Strategic Plan		QIO Business Plan		QSIIS Strategic Plan
QSIIS Strategies	QSIIS Activities	QIO Projects	Responsibility	Performance Indicators
		<ul style="list-style-type: none"> <li>QSIIS Client Management</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
	<ul style="list-style-type: none"> <li>Support and collaborate with existing regional groups in spatial information coordination activities, eg existing SE Qld, Far North Qld, Darling Downs and other groups.</li> </ul>	<ul style="list-style-type: none"> <li>Requests for information</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
	<ul style="list-style-type: none"> <li>Support establishment of regional bodies of the Spatial Sciences Institute.</li> </ul>			
<b>Strategy 3 - Ensure spatial data is available and maintained to specified data quality and coverage standards to meet business needs.</b>	<ul style="list-style-type: none"> <li>Complete development of the Property Location Index (PLI) as the authoritative source of Lot Plan / Street Address for the State.</li> </ul>	<ul style="list-style-type: none"> <li>PLI Implementation</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	<ul style="list-style-type: none"> <li>Application and integration of spatially referenced social, environmental and economic information achieve business efficiencies and industry growth.</li> <li>Benchmarking standards for measurement of spatial information availability and quality are available and monitored.</li> </ul>
	<ul style="list-style-type: none"> <li>Complete the implementation of the Rural Addressing project across the State.</li> </ul>	<ul style="list-style-type: none"> <li>Rural Road Addressing Support</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
		<ul style="list-style-type: none"> <li>Rural Road Addressing Status Report</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
	<ul style="list-style-type: none"> <li>Promote the benefits and capture of survey accurate cadastre and progress towards this goal.</li> </ul>			
	<ul style="list-style-type: none"> <li>Investigate relationships and opportunities for alignment of administrative boundaries.</li> </ul>			
	<ul style="list-style-type: none"> <li>Identify opportunities for whole-of-government capture / purchase of spatial datasets.</li> </ul>	<ul style="list-style-type: none"> <li>QSIIS Spatial Imagery Economics Assessment Project</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
	<ul style="list-style-type: none"> <li>Promote cross-agency coordinated data capture programs.</li> </ul>	<ul style="list-style-type: none"> <li>SDRN Refinement Project</li> </ul>	<ul style="list-style-type: none"> <li>DMR</li> </ul>	

QSIIS Information Office Business Plan 2004-2005

QSIIS Strategic Plan		QIO Business Plan		QSIIS Strategic Plan
QSIIS Strategies	QSIIS Activities	QIO Projects	Responsibility	Performance Indicators
<b>Strategy 4 - Provide standards, guidelines and procedures that support efficient data access for users across government and other sectors.</b>	<ul style="list-style-type: none"> <li>Promote the development and use of customer focussed search tools with documented procedures.</li> </ul>	<ul style="list-style-type: none"> <li>QSIIS Metadata Tools Maintenance</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	<ul style="list-style-type: none"> <li>Data access arrangements protect intellectual property rights, privacy and liability issues.</li> </ul>
	<ul style="list-style-type: none"> <li>Promote the development and adoption of QSIIS standards for management of spatial information resources.</li> </ul>	<ul style="list-style-type: none"> <li>Urban &amp; Rural Road Addressing</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
		<ul style="list-style-type: none"> <li>Metadata Status Report</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
		<ul style="list-style-type: none"> <li>Custodianship Standard and Self Registration System</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
<b>Strategy 5 - Develop cooperative arrangements and remove barriers to collaboration between organisations.</b>	<ul style="list-style-type: none"> <li>Continue development of the QSIIS Business Framework and simplified licence agreements for data exchange, intellectual property and other legal considerations.</li> </ul>	<ul style="list-style-type: none"> <li>QSIIS Business Environment and Licensing Review</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC Policy Committee</li> </ul>	<ul style="list-style-type: none"> <li>A culture of data sharing and use of spatial data across all levels of government, industry and the community.</li> <li>Spatial information industry sectors working together with recognised roles in the development of sustainable communities.</li> <li>Engagement and collaboration between stakeholders for exchange of spatial information and delivery of services.</li> </ul>
	<ul style="list-style-type: none"> <li>Promote and facilitate the QSIIS Business Framework, Custodianship Standard and other standards, policies and procedures.</li> </ul>	<ul style="list-style-type: none"> <li>QSIIS Business Environment Implementation</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC Policy Committee</li> </ul>	
	<ul style="list-style-type: none"> <li>Develop effective alliances and protocols for spatial data access, exchange and sharing between the 3 levels of government.</li> </ul>			
	<ul style="list-style-type: none"> <li>Develop effective working relationships between State and Local Governments, Private, Academic and community sectors.</li> </ul>	<ul style="list-style-type: none"> <li>w-o-G MapInfo Software Licence</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
		<ul style="list-style-type: none"> <li>Regional Liaison'</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
		<ul style="list-style-type: none"> <li>LGAQ Quarterly Briefings</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	

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QSIIS Strategic Plan		QIO Business Plan		QSIIS Strategic Plan
QSIIS Strategies	QSIIS Activities	QIO Projects	Responsibility	Performance Indicators
<b>Strategy 6 – Promote development of single point of discovery and access for spatial data resources (initially for State government resources).</b>	<ul style="list-style-type: none"> <li>Continue to promote the capture of metadata and input of Queensland spatial data resources in the Australian Spatial Data Directory (ASDD).</li> </ul>	<ul style="list-style-type: none"> <li>Metadata Promotion</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	<ul style="list-style-type: none"> <li>Users can efficiently find and access spatial data resources with equitable and non-inhibitive pricing and licensing arrangements.</li> </ul>
	<ul style="list-style-type: none"> <li>Promote the inclusion of Queensland Government spatial data resources in the Qld Govt Register of Strategic Information and links to the ASDI.</li> </ul>	<ul style="list-style-type: none"> <li>ASDD Node Maintenance</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
	<ul style="list-style-type: none"> <li>Promote development of facilities for on-line/real time access and delivery of government spatial data resources at point-of-truth / authoritative source.</li> </ul>	<ul style="list-style-type: none"> <li>Metadata Harmonisation Project (AGLS &amp; ANZLIC)</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC, OESR</li> </ul>	
		<ul style="list-style-type: none"> <li>IQ Technical Alignment Review</li> </ul>	<ul style="list-style-type: none"> <li>Project Steering Com.</li> </ul>	
<b>Strategy 7 - Support the development of skills and capacity building in the application and use of spatial information.</b>	<ul style="list-style-type: none"> <li>Promote delivery of skills and capacity building across business, industry and the community to access and use spatial information.</li> </ul>	<ul style="list-style-type: none"> <li>State Development Business Seminars</li> </ul>	<ul style="list-style-type: none"> <li>ASIBA</li> </ul>	<ul style="list-style-type: none"> <li>Improved relationships between educational and training bodies for delivery of spatial information awareness and skills across industries and the community.</li> <li>Career pathways with accredited training and courses for the spatial information workforce.</li> </ul>
	<ul style="list-style-type: none"> <li>Collaborate with representative training / educational bodies to identify, develop and promote application of spatial information and skills development.</li> </ul>	<ul style="list-style-type: none"> <li>Spatial Data Infrastructure Course</li> </ul>	<ul style="list-style-type: none"> <li>QUT</li> </ul>	
		<ul style="list-style-type: none"> <li>Tropical North Qld TAFE</li> </ul>	<ul style="list-style-type: none"> <li>TAFE</li> </ul>	
		<ul style="list-style-type: none"> <li>GISStart</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	
		<ul style="list-style-type: none"> <li>Spatial Art Attack</li> </ul>	<ul style="list-style-type: none"> <li>QSIIC</li> </ul>	

## **6.4 QIO Activities Accountability**

To ensure a balanced portfolio of activities, the Office will seek to undertake a significant project in each of the following areas. Although the Office will be pro-active in triggering project proposals and activities, the QIO will not sponsor projects to which it must dedicate resources.

### **6.4.1 QSIIC Sponsored**

The QIO will work closely with QSIIC Secretariat to identify specific projects that can be undertaken to progress the implementation of the QSII Strategy and will report to QSIIC and its committees. These projects will include those instigated by custodial agencies.

### **6.4.2 Custodian Sponsored**

The QIO will seek out projects to undertake with custodians (State Government, Local Government, Private Sector). The Office will provide skills and resources to the custodian to facilitate or expedite a spatial information project. Such projects are likely to focus on either the enhancement of core business through application of spatial information or the establishment of access and distribution arrangements for spatial data holdings.

### **6.4.3 Industry Sponsored**

The QIO will promote its capabilities to participants in the supply chain to establish projects with a strong industry contribution. These projects may include those that include applications for State and Federal Government funding. Where appropriate, the QIO seek the inclusion of funds to cover QIO costs.

### **6.4.4 OESR Sponsored**

The QIO will support or lead projects sponsored by the OESR that require skills or expertise of a spatial information nature. The QIO will ensure that the project align to QSII strategies to ensure wider industry benefit of the project deliverables.

## 7. Staffing

The activities identified in the FY04-05 plan will require no change to the staffing mix of the QIO. The table below shows the staff resources and alignment to QSIIS strategies.

QSIIS Strategies	QIO Resources				
	Director	Principal Business Analysis	State Coordinator (North)	State Coordinator	Senior Communications Officer
<b>QIO Time (FTE)</b>	.40	.90	.75	.50	.50
<b>Operation of QIO</b>	10	10	5	5	5
<b>Strategy 1</b> - Promote the value and importance of spatial information in decision-making to senior level management in governments.	5	5	5		5
<b>Strategy 2</b> - Promote and market the value, importance and application of spatial information to industry and the community.	5	5	10	5	40
<b>Strategy 3</b> - Ensure spatial data is available and maintained to specified data quality and coverage standards to meet business needs.	5	5	15	10	
<b>Strategy 4</b> - Provide standards, guidelines and procedures that support efficient data access for users across government and other sectors.	5	5	15	10	
<b>Strategy 5</b> - Develop cooperative arrangements and remove barriers to collaboration between organisations	5	50	10	10	
<b>Strategy 6</b> – Promote development of single point of discovery and access for spatial data resources (initially for State government resources).	5	5	10	10	
<b>Strategy 7</b> - Support the development of skills and capacity building in the application and use of spatial information.		5	5		
<b>Total QSIIS FTEs</b>	<b>40</b>	<b>90</b>	<b>75</b>	<b>50</b>	<b>50</b>

## 8. Budget Summary 2004-2005

The budget required for FY2004-2005 is shown in the table below. A substantial part of the QIO budget is provided by OESR in return for carrying out OESR projects as part of QSIIS project activity. The OESR contribution is made up of partial funding of QIO staff salary, office accommodation in both Brisbane and Cairns; and administrative support including finance, human resource management and secretarial.

### QSIIS Information Office Budget FY2004-2005

<b>COST CENTRE</b>	<b>QSIIS</b>	<b>OESR</b>
<b>Salary &amp; Oncosts</b>		
Director		
Principal Business Analyst		
QSIIS Communication Officer		
QSIIS State Coordinator		
QSIIS State Coordinator (0.5)		
<b>Administration</b>		
Office Space / Rent		
Office Space / Rent		
Computers / Telephones / Consumables		
Administration & Accounting		
<b>QSIIS Strategies</b>		
1 Gov't promotion		
2 Industry promotion		
3 Data availability		
4 Data standards		
5 Collaboration		
6 Discovery		
7 Capacity building		
<b>SUB-TOTAL</b>	<b>\$329,165</b>	<b>\$153,126</b>
<b>TOTAL</b>		<b>\$482,291</b>

## 9. QSIIS Information Office Performance Measurement

QSIIS Information Office products and services are measured in terms of quantity, quality, timeliness, location and cost. Specific performance measures for FY 04-05 shown in the table below :

Deliverables	2001-2002		2002-2003		2003-2004		2004-2005	
	Existing Target	Revised Target	Existing Target	Revised Target	Existing Target	Revised Target	Existing Target	Revised Target
<b>Quantity Measures</b>								
Formal <i>briefings or reports</i>	25	20	25	25	25	30	30	
Ad-hoc <i>briefings or answers</i>	200	300n	250	250	250	300	300	
Development and coordination of WOG policy – <i>working groups</i>	5	5	5	5	5	10	10	
Coordination of relations with other jurisdictions- <i>meetings</i>	8	20	15	15	15	20	25	
Spatial research, standards or guidelines – <i>publications</i>	7	5	10	10	5	5	7	
<b>Quality Measures</b>								
Activities where client satisfaction indicator above benchmarks.		98%	98%	98%	98%	98%	98%	
Satisfactory Quality Assurance Audits		100%	100%	100%	100%	100%	100%	
<b>Timeliness Measures</b>								
Briefings/Advice/Publications/Reports completed by deadline.		95%	95%	95%	95%	95%	95%	
Ad hoc request for information completed by deadline		98%	95%	98%	98%	98%	98%	
<b>Location Measures</b>								
Outputs Delivered Within Queensland		80%	80%	80%	80%	80%	80%	
<b>Outputs Delivered</b>								
Interstate and Overseas		20%	20%	20%	20%	20%	20%	
<b>Cost Measures</b>								
Activities completed within allocated budget		95%	95%	95%	95%	95%	95%	

300n- This figure includes “deliverables” for the Regional Liaison and Promotion Project positions in Cairns and Brisbane.