



TERMS OF REFERENCE: Data and Digital Ministers' Meeting

Purpose

The Data and Digital Ministers' Meeting improves outcomes for customers by driving cross-government collaboration on data and digital transformation to drive smarter service delivery and improved policy outcomes.

Scope of responsibility

Ministers are responsible for overseeing development of Australia's public digital capability by identifying best practice across jurisdictions and pursuing areas for collaboration.

Ministers investigate barriers to digital integration and data sharing within and across Commonwealth, State and Territory Governments.

Ministers work program focuses on transforming services for people and businesses under three strategic themes:

- Delivering a seamless digital identity experience for citizens
- Reforming cross-jurisdictional data and digital platforms, services and protocols
- Transforming services around life events.

Membership

One ministerial representative from each jurisdiction, and New Zealand, with responsibility for data and/or digital matters. Meetings will be chaired by the Commonwealth Minister responsible for data and/or digital matters.

The Chair may invite other representatives to participate in specific meetings, as appropriate. In addition to members, the Senior Officials Group will attend meetings.

Operations

Meetings are held up to four times a year, or as agreed by members. Decisions are made on the basis of ministerial consensus, wherever possible.

Ministers will consult relevant ministerial bodies on policy issues prior to any agreement to projects within its work program.

Review and reporting

The work program and priorities will be reviewed annually to ensure meetings continue to meet objectives.

Ministers will only report to National Cabinet and/or National Federation Reform Council if directly tasked.

To ensure the intergovernmental system remains focussed on key priorities, the First Secretaries Group and National Cabinet will review ongoing meetings every two years.

To facilitate review, the Chair of Data and Digital Ministers Meeting will submit a one-page summary of achievements during the previous two years and the top three priorities (maximum) for the upcoming year to the First Secretaries Group.

Administrative support

The DDMM is supported by the Department of the Prime Minister and Cabinet. The team can be contacted via ddmm@pmc.gov.au