

# TERMS OF REFERENCE

## Asset Management Data Special Interest Group



ASSET MANAGEMENT COUNCIL

### Purpose

The Asset Management Data Special Interest Group has been formed to provide support and to foster engagement of those interested in the subject of data in asset management.

This special interest group is linked to the AMCouncil Strategic Plan under

- Strategic Objective 2 – Engage Communities to value and use asset management
- Strategy 1.5 Provide formal and informal dissemination channels to members and stakeholders, Action No 5. develop an online forum for Asset Management Data Communities of Practice
- Strategy 3.2 Sharing stories and asset management journey with industry sectors Action No 2 Asset Management Data professionals with Communities of Practice SIG, Events, Forums and newsletter

### Specific Tasks

- Develop an online community of practice through the AMCouncil website for those who have a special interest in Asset Management Data and post at least 2 blog a month on the SIG topic
- Identify at least one point of contact in each chapter for the special interest group
- Keep a list of issues of importance to the subject of asset management data and how the asset management council can assist in these issues
- Run two webinars per year focused on asset management data
- Hold a face-to-face data networking forums to solve issues and provide professional development sessions as resources allow
- Work with Chapters to hold appropriate events, provide speakers, solve relevant problems
- Provide advice to Chapters and AMCouncil administration on specific issues relevant to asset management data

### Composition

Membership of the group is those AMCouncil members who are interested in asset management data best practice, innovations, practices, issues and solutions.

Governance – through a committee that reports to the CEO and works closely with the chapters

- National Chair SIG (DATA) a two year appointment
- A representative from each chapter
- CEO AMCouncil as secretaria
- Co-opted other members as necessary

### Reporting

Report against business plan through the CEO every quarter

### Meeting Frequency

Every 2 months or as required

### Sunset

The requirement for this special interest group with these terms of reference is to be revisited in December each year.

Date Jan 2017