

# Land Cover Data Base Project Technical Advisory Group

## Draft Terms of Reference

### Background

The New Zealand Land Cover Database (LCDB) is a digital map of the surface of New Zealand created using satellite imagery. Two editions of this data base (LCDB1 and LCDB2) were produced under contract to the Ministry for the Environment (MfE). The Ministry for Science and Innovation (MSI), with the backing of MfE and other government agencies, has awarded a four year contract to Landcare Research for the production of two further editions of the LCDB and for associated research.

The project is guided by a Steering Group formed in October 2011. An LCDB Technical Advisory Group is to be formed to provide technical advice as required to improve the LCDB and its application.

These terms of reference were discussed and endorsed at the February 2012 Steering Group Meeting.

### Definitions

**Collaborator:** An agency directly contributing to the production of the LCDB by providing funding, data, checking results or other services.

**Stakeholder:** A person or group with an interest in the LCDB. This will include data providers, users and funders.

### Purpose of the Technical Advisory Group

The LCDB Technical Advisory Group has been established with the purpose of

- Suggesting options or changes that would maximise the value of the LCDB project.
- Providing recommendations on resolution on technical issues for the Steering Group.
- Identifying implications for users of technical decisions made.
- Identifying other problems.

### Functions

To influence the ongoing development of the LCDB by:

- Advising on the specifications for future product (LCDB-4 and beyond), i.e. the class definitions, target accuracies etc.
- Providing guidance the accuracy assessment approach.
- Identifying future uses of land cover products and championing the LCDB.
- Review and comment on methodology to produce LCDB.

### Membership

The initial members of the Technical Advisory Group will be nominated by the Steering Group from organisations that are committing resources to the LCDB. TAG membership

should provide the required diversity and level of technical knowledge and consist of individuals who are active developers or users of land cover information. Potential members could come from; individual regional councils, city councils, territorial local authorities, NZ Fire Service, rural fire authorities, CRIs, Universities, representatives from industry.

Membership is expected to be 7-10 but the TAG has the ability to co-opt others as required as required to provide additional technical input.

The Chair of the Technical Advisory Group will be chosen by consensus from the members.

## **Workings of group**

The Technical Advisory Group will:

- work through email, teleconference, videoconference or meetings.
- meet as required through the life of the contract, initially it is anticipated this will be 6 monthly. The frequency of the meetings is likely to vary over time, depending on the stage of the land cover research programme and the delivery cycle.
- work by majority agreement. In the event of a tied vote the Chair will prevail.
- provide recommendations to the Steering Group via Landcare Research.
- accept that cost associated with the group will lie where they fall.

Meetings of the Group will be hosted by Landcare Research at their Wellington offices unless otherwise agreed by the Group. Administration will be provided by Landcare Research. Minutes from Group meetings will be posted on the LCDB website.