
# THRIVE 2030 Implementation Advisory Group – Terms of Reference

## Background and context

1. The Australian Government, in consultation with states, territories and industry, is implementing a national long-term strategy for the visitor economy, *THRIVE 2030* (THe Re-Imagined Visitor Economy 2030)*,* following on from the *Reimagining the Visitor Economy Expert Panel Report*.
2. The Strategy outlines a collaborative framework for governments and industry to work towards a future visitor economy that is resilient, sustainable, innovative and world-class. The framework will be key to the Strategy’s success.
3. At the centre of the framework is a THRIVE 2030 Implementation Advisory Group (TIAG). TIAG monitors implementation of the Strategy, and provides advice in accordance with these Terms of Reference to the Australian Government Minister with responsibility for Tourism.
4. The Strategy also provides for establishment of technical working groups to pursue some of the strategy’s key priorities including data and workforce. These working groups will report to Austrade.

## Purpose and structure of TIAG

1. TIAG represents a cross-section of industries and jurisdictions (see below) and will exist for the life of the strategy. It reports to the Minister with Austrade’s support.
2. TIAG is a non-statutory, independent, skills-based committee. It is not a decision-making body, and has no governing legislation.

### Responsibilities of TIAG

1. TIAG monitors implementation of the Strategy and provide progress updates. It will champion the revitalisation and growth of the visitor economy by:
* monitoring delivery of Strategy action plans;
* meeting with the Minister twice a year to advise the Minister on Strategy progress against action plans;
* being a conduit for consultation as required; and
* providing advice at Strategy review points, including revision of goals or targets when strategy milestones are reached.

### Appointment and composition

1. TIAG members are appointed by Austrade’s Chief Executive Officer following consultation with the Minister.
2. TIAG may have up to 12 members. The Minister has asked the CEO of Austrade to Chair the Committee. The Managing Director of Tourism Australia or their delegate will be an ex-officio member.
3. Appointments consider the government’s diversity policy, and endeavour to represent a cross-section of states and territories, and sectors within the visitor economy. The expertise and skills mix for TIAG are reviewed at the time of each appointment to ensure it has a wide spectrum of expertise.
4. Two members are representatives of the Australian Standing Group on Tourism (ASCOT) to ensure strong collaboration with state and territory governments.
5. Appointments are for a period up to three years. No more than two terms may be served by a member over the course of the strategy. Appointment lengths are structured to achieve staggered terms to support the knowledge continuity of the Group over time. Additional members may be appointed to casual vacancies.

## Governance

### Meetings

1. A quorum for meetings is at least half of the appointed members.
2. The agenda for meetings are agreed by the Chair.
3. Austrade provides secretariat support for TIAG, including preparation of papers for meetings.

### Remuneration and travel expenses

1. Members of TIAG are not be remunerated for their participation. Travel and incidental expenses are reimbursed for in-person attendance at TIAG meetings.

### Leave of absence of members

1. The Austrade CEO or their delegate may grant leave of absence to TIAG members. The Chair may delegate their responsibilities in the event there is no formal acting arrangement, they temporarily vacate their position or cannot be present at a meetings.

### Replacement or termination of appointment of members

1. Members who are appointed as due to their employment/duties may have their membership withdrawn if their employment changes.
2. A member can resign from TIAG via a written statement to the Chair and copied to Austrade. If any member is unable to continue their role on the Group, a replacement will be appointed.
3. A member’s appointment may also be terminated in accordance with their appointment conditions or where the member fails to comply with conflict of interest, disclosure requirements and other requirements.

### Conduct and disclosure of interests

1. TIAG members will be expected to uphold the values of honesty and integrity and commit to the highest standards of governance and probity.
2. All members will be required to disclose their interests including clients (where relevant) and complete conflict of interest declarations as well as flagging any specific potential conflicts associated with each area of TIAG business. Members will be asked to declare any actual, potential or perceived conflicts of interest at each meeting.
3. Members are required to keep confidential any information provided as part of their membership unless explicitly advised otherwise.

### Amendment, modification or variation of Terms of Reference

1. The TIAG Terms of Reference may be amended, modified or varied after consultation with TIAG members, and upon approval by the Austrade CEO.

### Dissolution of TIAG

1. The Austrade CEO may dissolve TIAG at any time by notice in writing to members.