



Australian Government



Australian
Space Agency

Space Industry Leaders Forum – Terms of Reference

Background and Context

The Australian Space Agency (the Agency) Charter, approved in October 2018, sets out the Agency's purpose, responsibilities and governance structure. It also defines the key consultation mechanisms for the Agency. This includes the Space Coordination Committee, the Space Industry Leaders Forum (the Forum) and the State and Territory Space Coordination Meeting.

The Charter describes the purpose of the Forum and stipulates that the Agency will establish and facilitate the Forum as the primary mechanism for engagement and coordination with the space industry within Australia. This document lays out the Terms of Reference.

Purpose of the Forum

The purpose of the Forum is to assist the Agency with the business and technological aspects of the space industry and to provide input into national civil space strategy and policy. The Forum is not a decision making body, nor a lobby group, and does not replace the role of trade associations.

Membership of the Forum

Members of the Forum will be invited by the Agency Head. The Chair of the Forum will be appointed by the Agency Head. Membership will include industry representatives, academia, relevant industry associations and other non-government space organisations.

The Forum may have up to 20 members. The Chair of the Forum will be an industry representative, appointed for a 2 year term.

Membership of the Forum will be for up to 2 years with staggered terms. Membership will be reviewed annually or on an as needed basis.

Meetings

The Forum will meet at least once yearly and up to no more than two meetings each year. The location of the meetings will be agreed between the Chair and the Agency Head. Secretariat functions, including capturing meeting records, will be provided by the Agency.

The Agency Head, Deputy Head will attend meetings of the Forum. Other employees of the Agency and invited small to medium sized enterprises may attend from time to time.

The Agenda of the Forum will be agreed by the Forum Chair, in consultation with the Agency Head.

There will be no financial compensation for participation by members. Travel costs will be covered by participating members.