

AUTHENTICATION GOVERNANCE COMMITTEE

Terms of Reference

Purpose

The Authentication Governance Committee (AGC) will govern the implementation and operation of the lead agency model for delivery of authentication services to Australian Government Agencies in accordance with these Terms of Reference.

Membership

The Minister for Finance and Deregulation established agency membership of the AGC who are to be represented by Senior Executive Service officers.

Member agencies are:

- Department of Finance and Deregulation (Chair)
- Attorney-General's Department
- Australian Customs and Border Protection Service
- Australian Taxation Office
- Defence Signals Directorate
- Department of Defence
- Department of Foreign Affairs and Trade
- Department of Health and Ageing
- Department of Human Services
- Department of Immigration and Citizenship
- Department of Innovation, Industry, Science and Research
- Department of the Prime Minister and Cabinet
- Department of the Treasury

Objectives

The AGC will:

- Identify and recommend appropriate authentication standards and implementation strategies that can be applied across the Australian Government and state and territory jurisdictions;
- develop and recommend policy and administrative changes to the Gatekeeper PKI Framework and Gatekeeper accreditation and recognition processes to the Gatekeeper Competent Authority and the SIGB as appropriate;
- specify authentication policies and standards applicable to the operation of lead agencies, including as appropriate development of new policies or standards.
- determine the adequacy (in terms of authentication assurance, security and useability) of lead agency authentication solutions for whole of government application.
- monitor lead agency implementation of agreed policies and standards to ensure ongoing adequacy of solutions.
- oversee changes to the operational standards and the quality of service delivery;
- manage policy overlaps and service delivery dependencies between different services;
- ensure privacy, identity management, security and accessibility issues are addressed by lead agencies;
- set criteria by which each lead agency would account to client agencies and policy bodies for their performance and ensure service standards are met;
- oversight lead agency policy development and consistency across portfolios by facilitating uniform approach for authentication services and discouraging duplication of authentication facilities; and
- consider business cases prepared by agencies wishing to opt-out of the lead agency approach prior to their submission to the SIGB and ERC.

Operation

- The AGC shall meet at least two times per calendar year.
- A quorum for an AGC meeting consists of the Department of Finance and Deregulation representative, representatives from all lead agencies (ATO, DHS, DIISR), DIAC and three other agency representatives.
- The Australian Government Information Management Office will provide secretariat support for AGC meetings.
- The AGC must maintain a record of its meetings.
- The AGC recommendations constitute advice to SIGB.
- The AGC will provide semi-annual status reports to SIGB.
- The AGC may establish ad hoc working groups to undertake specific projects.

Responsibility Decision Matrix

DECISION	RESPONSIBILITY	CONSULTATION	AUTHORITY/DECISION MAKER
Gatekeeper PKI Framework	Authentication Governance Committee recommends	Cross Jurisdictional CIO Committee (CJCIOC)	Gatekeeper Competent Authority / SIGB as appropriate
National e-Authentication Framework	Authentication Governance Committee recommends	Cross Jurisdictional CIO Committee (CJCIOC)	Online and Communications Council (OCC)
National Smartcard Framework	Authentication Governance Committee recommends	Cross Jurisdictional CIO Committee (CJCIOC)	Online and Communications Council (OCC)
Scope of lead agency authentication services	Authentication Governance Committee recommends	Chief information Officers' Committee (CIOC)	SIGB
Lead Agency Performance Standards	Authentication Governance Committee decides	CIOC	Authentication Governance Committee
Specify authentication policies and standards applicable to the operation of lead agencies	Authentication Governance Committee decides	CIOC	Authentication Governance Committee
Adequacy of lead agency authentication solutions	Authentication Governance Committee recommends	CIOC	SIGB
Consider business cases prepared by agencies wishing to opt-out of the lead agency approach	Authentication Governance Committee recommends		SIGB
Citizen Engagement Patterns	Business Process Transformation Committee (BPTC) recommends		SIGB

National Identity Security Strategy	National Identity Security Coordination Group (NISCG) recommends	Commonwealth Reference Group on Identity Security (CRG)	COAG
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Consultation

Chief Information Officer’s Committee (CIOC) / Cross Jurisdictional Chief Information Officer’s Committee (CJCIOC)

These two committees represent important consultative bodies for the AGC in relation to the effective delivery of the new authentication approach.

Commonwealth Reference Group on Identity Security (CRG) and National Identity Security Coordination Group (NISCG)

These two committees are convened by the Attorney-General’s Department and represent an important linkage for the AGC to the work currently underway in relation to the National Identity Security Strategy and its implications for the new authentication approach.