

B4

## DOCUMENTATION AND ENDORSEMENT

### Document history

Date	Version No.	Description	Author
July 2013	0.1	Initial Draft	Location Policy and Coordination Unit, LPI
August 2013	0.2	Amendments.	Location Policy and Coordination Unit, LPI
September 2013	0.3	Restructured and amended.	Location Policy and Coordination Unit, LPI

## NSW Government Standard for Spatially Enabling Information

December 2013  
V1.0

### Approvals

Name	Date
NSW Location Leadership Group	Dec 2013
NSW ICT Leadership Group	Dec 2013

### Document custodian

Name	Signature
NSW Location Leadership Group	

AS 4590 P 8 5.2 VERIFYING ADDRESS INFORMATION  
P 10 6.2 ADDRESS STEERING

Agencies are expected to refer to the Framework, and use standards that are relevant to a specific project, process or corporate objective.

Further information about NSW Government approach to information management and standards can be found on the website of the *NSW Government ICT Strategy* at:

<http://finance.nsw.gov.au/ict/information-management-framework>

## 4. SCOPE

This standard is for use by all NSW Government Departments, Statutory Bodies and Shared Service Providers. It does not apply to State Owned Corporations (SOCs) in accordance with *Premier's Memorandum M1999-19 Applicability of Memoranda and Corporations*, although SOCs are encouraged to adopt this standard.

Other stakeholders are encouraged to adopt this standard, including:

- Public Trading Entities (PTEs);
- Entities fully funded by the NSW Government; and
- Local Government Authorities.

This is in addition to industry and academia so that they may benefit from the spatial enablement of information.

## 5. PRINCIPLES

### 5.1. Recording NSW Government service delivery information

NSW Government service application or service delivery transactional data should be captured and recorded to include a location element associated with the service. This location element should be captured to the most granular level of information required by the agency regulating the service (coordinate, address, site, suburb, region, state, etc). Figure 1 illustrates this principle.

Service delivery information to be spatially enabled may include government asset information (for example, school sites or NSW agency service point sites), or service delivery transactional information (for example, a trades licence, identity card application, or land use or site use permit, or the delivery of government services to individuals or specific regions).

Government properties or other assets should be associated with an official NSW address, or otherwise associated with location (for example, capture of XY coordinates for bus stops),

and recorded in relevant information systems at the time of capture (in agency specific systems, or with Government Property NSW<sup>3</sup>, and/ or Land and Property Information<sup>4</sup>, as appropriate).

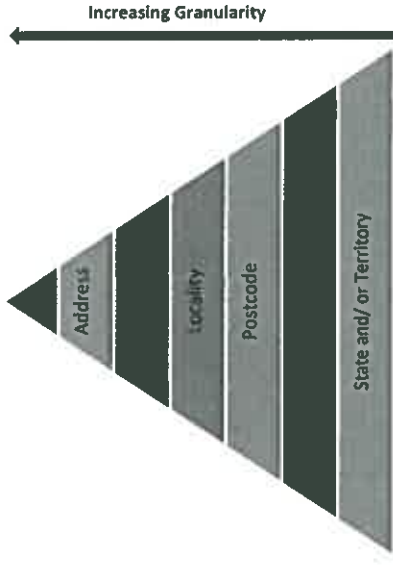


Figure 1 Example hierarchy of 'location' indicating relative level of granularity

### 5.2. Verifying address information

Address information captured by the agency should be appropriate to the agency's purpose, but should also consider the potential utility of the information across government.

Address information should be fit for purpose to enable analysis of government service delivery by address, and should therefore be verified against authoritative reference address data, following applicable standards and guidelines.

Address data recorded by agencies should:

- comply with the requirements of AS 4590 *Interchange of Client Information*;
- include the official address (i.e. street number, road name, road type, locality name, etc); and
- include the persistent ID of the verified address as recorded in the reference dataset.

Agencies may also wish to record the geocode<sup>5</sup> of an address, the Delivery Point Identifier (DPIID) associated with an address<sup>6</sup>, or other administrative information.

<sup>3</sup> Government Property NSW enquiries can be made through: [feedback@property.nsw.gov.au](mailto:feedback@property.nsw.gov.au)

<sup>4</sup> Land and Property Information enquiries can be made through: [GeneralEnquiry@lpi.nsw.gov.au](mailto:GeneralEnquiry@lpi.nsw.gov.au)