

6th Meeting of the Marine Spatial Data Infrastructures Working Group
IHO-MSDIWG6
London, UK, 4 – 6 March 2015
Action list.

No.	Agenda Item	Action (Agenda item)	Responsible	Deadline	Status <i>Permanent</i> <i>Done</i> <i>Pending</i> <i>Awaits</i>
2/2014	3	1. A review of action items from MSDIWG5 was completed. Two actions were held over to WG6 pending clarification on progress namely: a. Secretary to contact GeoScience Australia about progress on providing a template reporting document for data providers and users. <i>Afternote: Geoscience Australia is unable to commit to undertaking this action item (19.03.2015)</i>	Secretariat		Done
9/2014	3	b. Chair to re-submit a funding proposal to IRCC for outreach purposes.	Chair		Awaits
1/2015	3	2. Review from HSSC-6 in respect of MSDIWG b. Caris and Norway agreed to provide Chair with a technical paper to support HSSC-7 standing agenda item on MSDI.	Caris Norway	HSSC-7	Pending
2/2015	11	Chair to contact CBSC Chair to discuss this proposal and potential funding to enable delivery.	Chair		Done
3/2015	3	e. An action was agreed that Caris and Canada prepare a presentation to MSDIWG-7 on new data collection technologies.	Caris Canada	MSDIWG-7	Pending
4/2015	3	f. OceanWise, Esri, USA, GSDI, IHO and Envitia will review and report to MSDIWG-7 on other relevant new technologies.	OceanWise, Esri, USA, GSDI, IHO and Envitia	MSDIWG-7	Pending
5/2015	5	Canada will provide feedback to MSDIWG from its independent audit of MSDI across IHO MS undertaken in February 2015.	Canada	MSDIWG-7	Pending
6/2015	9	Task C2: Establish Training syllabus for IHO use b. These templates will be circulated to MSDIWG Members for comment by Chair.	Chair Secretariat	IRCC-7	Done
7/2015	9	c. Course content material will be submitted to IRCC-7 by Chair for consideration and eventual inclusion in the 2016 Capacity Building Work Programme.	Chair	IRCC-7	Done
8/2015	9	e. The input to training course content by academia and NGO's was discussed to ensure an element of consistency with other programmes is developed. All WG Members were asked to encourage third parties to engage in such training.	All WG Members		Pending
9/2015	11	Task D: Maintain MSDI documentation on the IHO website	IHB		Done

A		D.1.1-1.3 Proposal to MSDIWG to re-structure MSDI page on IHO website			
9/2015 B		Suggested that MSDIWG approach CBSC through IRCC with a project request to develop a communications plan for MSDI. Such a project would develop promotional plan to support the training that will be available to MS but also provide additional material that would be used by RHC's. Ideas focussed on creating an awareness leaflet, poster and/ or roller banner. <i>Afternote: The use of the CB Fund follows the IHO Resolutions 4, 5, 6 and 7/2004 as amended and the IHO CB Strategy. Requests are submitted in accordance with CB Procedures 1 and 4. Submissions that do not come from the RHCs are exceptions and will be treated as such. It is easier to get funds from the IHO Special Projects Fund, via IRCC.</i>	Chair		Awaits
9/2015 C	11	MSDIWG will initiate a study to ascertain if funding for MSP COP (from the geospatial information perspective) might be forthcoming to enable an IHO proposal to develop a MSP COP. Roger Longhorn will investigate this option further.	Roger Longhorn		Pending
10/2015 A	11	c. Caris and Envitia agreed to provide material to enable MS to build use cases for Oil Spill Response and other activities.	Caris Envitia		Pending
10/2015 B	11	d. OceanWise agreed to provide the web link to the Marine Management Organisation (MMO) MSP portal in the UK.	OceanWise		Pending
10/2015 C	11	Roger Longhorn (GSDI) agreed to provide links to WG DIKE initiative at EC DG Environment to view similar initiative.	Roger Longhorn		Pending
11/2015	10	b. Challenges should be noted and placed in IHO Publication C-17. Denmark agreed to undertake the development of a business case template.	Denmark		Pending
12/2015	11	E2.1. Oil Spill Response b. Chair suggested that consideration should be given to also creating a similar COP use-case for Marine Spatial Planning (MSP).	All MS		Awaits
13/2015	10	Task B Review existing standards and their appropriateness to MSDI e. Chair will request, through IRCC, that HSSC provide a report stating which bodies and communities are developing S-1XX specifications and the level of maturity of these specifications.	Chair		Pending (Done)
14/2015 A	11	Task G: MSDI as a Standing Agenda item at RHC's a. Chair informed the meeting that he will brief all RHC Chairs at IRCC-7 about the importance of reporting MSDI activities in each RHC. This reporting should be structured to enable RHC's to fully understand what is happening and where and to encourage MS to get involved.	Chair		Done
14/2015 B	11	b. CBSC will be asked to task all CB Coordinators to provide information on the state of MSDI within their areas.	Chair		Pending
14/2015 C	11	c. IRCC to recommend each RHC appoint a MSDI "champion" to represent MSDIWG interests and to feed information back to MSDIWG on activities in that RHC.	Chair		Done
15/2015	11	d. WG Chair /Secretariat will create and circulate a matrix of RHC's with appointed RHC MSDI "champion" contact details	Chair		Done
16/2015 A	9	d. MSDIWG will provide course content templates for Training and Education as an Annex to Publication C-17 as part of its review and update process.	Chair Secretariat		Pending

16/2015 B	11	E.3. Datasets for inclusion in MSDI The meeting confirmed that bathymetry, as a core reference theme, is considered the most important dataset for inclusion in MSDI. Other HO themes were discussed, namely geographic names, oceanographic features and restricted / regulated areas/management zones. MSDIWG will act on feedback from Canada regarding its recent research exercise results to provide guidance to HO's in Publication C-17.	Canada Chair Secretariat		Pending
17/2015	11	MSDIWG agreed to refresh the White Paper (of May 2010) authored by Paul Cooper, John Pepper and Mike Osborne. Caris and OceanWise will review and re-publish MSDI White Paper as a MSDIWG document.	Caris OceanWise		Pending
18/2015	5	The appointment of MSDIWG Vice-Chair as liaison on MACHC MSDI activities for 2015-16 (RNN acting as Chair of MACHC) was noted. Vice-Chair to report back to MSDIWG-7 on MEIP developments in MACHC.	Vice-Chair		Pending
19/2015	17	Content for next MSDIWG meeting MSDIWG discussed options to extend the activities to 5 days to enable it to host a one-day Demonstration Workshop for expert contributing bodies adjacent to the Open Forum and MSDIWG-7. Chair and Secretariat will develop ideas of how this might best work but the preferred option would be for the Workshop to take place on the day preceding the Open Forum. This would allow non-MSDIWG stakeholders (e.g. EAHC MS, government, academia, commercial, charity, NGO representatives) to come along to see what the MSDIWG commercial partners can offer. Attendees at the workshop would then be encouraged to stay on for the Open Forum. This approach will be developed in consultation with 2016 hosts.	Chair Secretariat		Done
20/2015	18	Place and time of next meeting Japan (JCG/JHOD and JHA) volunteered to host MSDIWG-7 meeting, Open Forum and Demonstration Workshop in Tokyo from 25-29th Jan 2016 including Demonstration workshop and Open Forum. The title for the event has yet to be decided. MSDIWG Chair and Secretariat will work with the hosts to develop the content and themes for the Open Forum and Workshop.	Chair Secretariat		Done