

## IHO-IOC GEBCO Guiding Committee Intersessional Meeting (GGC IS01)

**\*\*Virtual Meeting\*\***

26 – 27 May 2021

### 1. Instructions

Please join the GGC Intersessional meeting from your computer, tablet or smartphone using the link provided in the covering email.

Country or Region	Start Time (Local Time)	GMT (+/-)
GMT	11:00	-
United Kingdom (BST)	12:00	+1
Europe (CEST)	13:00	+2
USA (EDT)	07:00	-4
USA (MDT)	05:00	-6
USA/Canada (PDT)	04:00	-7
Japan (JST) & S. Korea (KST)	20:00	+9
Australia (AEDT)	21:00	+10
New Zealand (NZDT)	23:00	+12

### 2. Read-ahead Materials

See GGC IS01 Document list for download of all documents (<https://iho.int/en/ggc-intersessional-meetings>). For efficiency purposes, participants are invited to read beforehand:

#### Day 1:

- a. GGC-IS01 agenda (*GGC-IS01-1.2*)
- b. GGC37 Report (*GGC-IS01-1.3-Meeting Report*)
- c. GGC37 Actions Chair Comments (*GGC-IS01-1.4-Action List*)
- d. GGC management and governance (*GGC-IS01-Day1 Folder*)
- e. Draft GEBCO Code of Conduct (*GGC-IS01-Day 1 Folder*)
- f. Summary of Current Projects/Updates (*GGC-IS01-Day1 Folder*)
  - o SCUFN
  - o TSCOM
  - o SCRUM
  - o SCOPE
  - o MetadataWG
  - o FundingWG
  - o Cookbook Editorial Board

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## Day 2:

- f. Summary of Current Projects/Updates (*GGC-IS01-Day1 Folder*)
  - o SCUFN
  - o TSCOM
  - o SCRUM
  - o SCOPE
  - o MetadataWG
  - o FundingWG
  - o Cookbook Editorial Board
- g. Seabed 2030 quarterly report (*GGC-IS01-Day2 Folder*)
- h. Communications and website update (*GGC-IS-01- Day2 Folder*)
- i. GEBCO services and user experience (*GGC-IS01- Day2 Folder*)
- j. SCET draft ToRs (*GGC-IS01- Day2 Folder*)

## 3. Draft Agenda

### **Day 1: 26 May 2021**

*All times in Monaco*

#### ***Day 1 Goal: Understanding where we are***

#### **13:00 – 13:30 – *Welcome***

- 1.1 Welcome, Opening Remarks and Meeting Expectations - **Chair**
- 1.2 Approval of agenda<sup>a</sup> (Read ahead) - **Secretary**
- 1.3 Approval of GGC37 report<sup>b</sup> (Read ahead) - **Secretary**
- 1.4 Progress update on GGC37 actions<sup>c</sup> (Read ahead) - **Chair/All**

#### **13:30 – 15:00 – *GGC Management and Governance***

- 2.1 Overarching GEBCO management and governance principles (including GGC expectations)<sup>d</sup> (*consider how to conduct intersessional meetings and their frequency, taking into account the Seabed 2030 quarterly reporting cycle*) - **Chair/Director**
- 2.2 Proposed wider management structure (GEBCO Principals)<sup>d</sup> (*propose formalising a wider GEBCO management structure, who should be included and why*) - **Chair**
- 2.3 Draft Code of Conduct<sup>e</sup> (*presentation of initial draft with feedback received*) - **Vice-Chair**

#### **15:00 – 15:45 – *Update on Current GEBCO-related Efforts***

- 3.1 *Sub-committee and Working Groups rapid briefs<sup>f</sup>* (Read ahead) (*Chairs to provide clarifications and answers on read ahead submissions resulting from wider participant questions and comments, no presentations*) - **Chairs**

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- 3.1.1 SCUFN
- 3.1.2 TSCOM
- 3.1.3 SCRUM
- 3.1.4 SCOPE
- 3.1.5 MetadataWG
- 3.1.6 FundingWG
- 3.1.7 Cookbook Editorial Board

15:45 – 16:00 – **Wrap-up** - Chair

## **Day 2: 27 May 2021**

*All times in Monaco*

### **Day 2 Goal: Looking ahead to improving our message**

13:00 – 13:10 – **Introduction** - Chair

13:10 – 14:15 – **Update on Current GEBCO-related Efforts (cont.)**

- 3.1 **Sub-committee and Working Groups rapid briefs<sup>f</sup>** (Read ahead material to cover current issues, challenges, items on which GGC input/decision/action is required and opportunities to widen scope of WP, including any resource requirements) (*Chairs to provide clarifications and answers on read ahead submissions resulting from wider participant questions and comments, no presentations*) - **Chairs**

- 3.1.4 SCOPE
- 3.1.5 MetadataWG
- 3.1.6 FundingWG
- 3.1.7 Cookbook Editorial Board

- 3.2 Seabed 2030 quarterly report<sup>g</sup> - **Director**

14:15 – 15:30 – **Communications & Outreach**

- 4.1 Communications and website update<sup>h</sup> (*review of progress on communications strategy, including harmonisation with Seabed 2030 message, next steps on website development*) - **Chair SCOPE**
- 4.2 GEBCO service and user experience<sup>i</sup> (*improving GEBCO products and services, and enhancing the customer interface to provide better access for and interaction with all users; brief report on IOC Regular Working Group on user Requirements and Contributions to GEBCO Products and IODE XXVI*) - **Chair/Vice-Chair**
- 4.3 Progress on establishment of SCET (*considerations on identification of tasks, roles and responsibilities, including UNH-NF programme interaction; review of draft ToRs*) - **Chair/Interim-Chair SCET**

15:30 – 16:00 – **Close**

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- 5.1 Any other business - **Chair**
- 5.2 Confirm date of next intersessional meeting (GGC IS02) information - **Secretary**
- 5.3 Review of List of Actions and Decisions for GGC IS01 - **Secretary**
- 5.4 Discussion on outstanding issues and post-meeting expectations/focus - **Chair**

### GGC IS01 Attendees

See List of Participants document

Read-ahead submission deadline – notified in covering email, 14 May.

Meeting output – list of actions and decisions with limited supporting comments