

**14<sup>th</sup> Meeting of the South West Pacific Hydrographic Commission  
Marine Spatial Data Infrastructures Working Group  
MINUTES**

13th December 2023 – 22:00GMT

**Attendees (13):**

Belen Jimenez Baron (BJ)	Data Manager	Seabed2030 – SaWPaC regional Center
Stuart Caie (SC)	Principal Geospatial Specialist	Land Information New Zealand
Graham Campton (GC)		Australian Hydrographic Office
David Crossman (DC)	Managing Director Australasia	IIC Technologies Limited
Neal Evans (NE)	Operations Analyst and Marine Data Manager	AusSeabed – Geoscience Australia
Caitlin Johnson (CJ)		
Anna Meissner (AM)	Senior Marine Geospatial Data Specialist	Land Information New Zealand
Nick Pion (NP)	Hydrographer	PNG National Maritime Safety Authority
LCDR Julien Simon (JS)	Director of Oceanography for the Pacific	French Naval Hydrographic and Oceanographic Service (SHOM)
Palu Soqoiwasa (PS)	Nautical Cartographer	Fiji Hydrographic Office
Benjamin Wilson (BW)	Nautical Cartographer	Fiji Hydrographic Office
Dan Miners (DM)	Geographic Technical Lead	UK Hydrographic Office
<b>Vice Chair</b> Vacant		
<b>Chair</b> Helen Phillips (HP)	Data Governance & Production Engineering Group Manager	UK Hydrographic Office

**Apologies (1):**

Francisco Navidad	Group Manager Hydrography	Commonwealth Scientific and Industrial Research Organisation (CSIRO)

<b>Review and agreement of minutes and actions arising</b>	<p>HP opened the meeting.</p> <p>Welcomed new members to the working group Caitlin Johnson from the US National Geospatial-Intelligence Agency, and Graham Campton from the Australian Hydrographic Office.</p> <p>Minutes from the 13<sup>th</sup> meeting of the SWPHC MSDI WG accepted as true and correct.</p> <p>Actions were reviewed, updated, and closed accordingly. The following noteworthy actions received attention:</p> <p><b>To invite some (as of yet) non-participating members into the WG</b></p> <ul style="list-style-type: none"> <li>AM commented on work being done in another working group with Andy Cootes on Marine Geospatial Strategy and developing vision and strategy. It may spark ideas on other partners if Andy would be willing to present to the group on projects he is working on.</li> </ul> <p><b>To investigate local policies wrt indigenous data governance and sovereignty.</b></p>
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	<ul style="list-style-type: none"> <li>NE working on developing a “Sea-Country” map at AusSeabed engaging with indigenous groups. “Sea-Country” defined as areas where indigenous communities have link to land and sea. AusSeabed aiming to produce map showing which indigenous communities are linked to areas of land and sea. NE is interested in any other experiences from the group. DM commented that there may be similarities with initiative in New Zealand. SC and AM provided more detail, may be similar but also will be some differences between different countries.</li> </ul> <p><b>WG to share any Open Data Policies</b></p> <ul style="list-style-type: none"> <li>AM is putting together a document on the LINZ Open Data Policy, hoping to share in time for the next meeting.</li> </ul>
<p><b>Update on Data Value Proposition Comms Plan</b></p>	<p>Updates from the group on recent progress on communications plan and distribution of Data Value Proposition Document, “Why should we share Data?” – <a href="#">Why should we share data.pdf (iho.int)</a></p> <ul style="list-style-type: none"> <li>BJ shared Data Value Proposition Document with partners in Colombia to highlight how sharing data can increase the value of data.</li> </ul> <p>Any other ideas on upcoming opportunities to promote the “Why should we share data?” document:</p> <ul style="list-style-type: none"> <li>No other items raised at this time.</li> </ul>
<p><b>Presentation on IGIF Strategic Pathway 6 – Standards by Helen Phillips</b></p>	<p>Further progress on SWPHC Workplan Action No 19: Adoption and Implementation of UNGGIM IGIF-H.</p> <p>HP presented summary of research and understanding of IGIF Strategic Pathway 6 – Standards.</p> <p>Link to recording to be shared on the MSDI WG Pages when available – <a href="#">MSDIWG   IHO</a></p> <p>Slide deck will be emailed to the group with the minutes.</p> <p>Points to highlight:</p> <ul style="list-style-type: none"> <li></li> </ul> <p>Discussion:</p> <ul style="list-style-type: none"> <li>NE commented that hopefully the working groups will identify examples or where these concepts have been applied well. Exemplars that can be used to assist others in development of standards.</li> </ul>
<p><b>Presentation on IGIF Strategic Pathway 7 – Partnerships by Belen Jimenez</b></p>	<p>Further progress on SWPHC Workplan Action No 19: Adoption and Implementation of UNGGIM IGIF-H.</p> <p>HP presented summary of research and understanding of IGIF Strategic Pathway 7 – Partnerships.</p> <p>Link to recording to be shared on the MSDI WG Pages when available – <a href="#">MSDIWG   IHO</a></p> <p>Slide deck will be emailed to the group with the minutes.</p> <p>Points to highlight:</p> <ul style="list-style-type: none"> <li></li> </ul> <p>Discussion:</p>

	<ul style="list-style-type: none"> <li>• AM commented on how insightful the partnerships pathway is as it can be easy to go into partnerships without a strategy and this pathway provides some structure to think about before starting a new partnership and continuing recommendations as the partnership develops.</li> <li>• SC commented on links with collaboration with indigenous groups where partnerships can be a long term project.</li> </ul>
<b>Half Yearly Review of Terms of Reference and Working Group Practice</b>	<p>Review of Working Group Terms of Reference, working group operating procedures and work plan for the next 6 months, leading up to SWPHC2 I.</p> <p>Terms of Reference Review:</p> <ul style="list-style-type: none"> <li>• NE highlighted that it would be good to define roles of the working group (Chair, Vice Chair, Secretary, General and Standing members etc). AusSeabed Steering Committee has some terms of reference that can be used as an example - <a href="#">AusSeabed ToRs</a></li> <li>• AM will be able to share the MGI steering committee terms of reference which were adopted from the AusSeabed ToRs. We may be able to adopt some of the standard definitions.</li> <li>• SC mentioned MACHC has MSDI WG Terms of Reference which we could learn from. Link here for review - <a href="#">MACHC MSDI WG TOR Reviewed Final.pdf</a></li> </ul> <p>Review of Working Group Operating Practices:</p> <ul style="list-style-type: none"> <li>• HP invited members to comment on working group practices, suggestions on timings, dates, length of meetings. What works well in the working group, what could be improved, are members finding the agenda items useful?</li> <li>• General consensus that timings are ok with the group, some flexibility with timezones as daylight savings take effect in various regions may be required.</li> </ul>
<b>AOB</b>	No other items raised.
<b>Date of next meeting</b>	24 / 25 January 2024

### OPEN ACTION REGISTER

<b>Meeting Date</b>	<b>Action Description</b>	<b>Action Lead</b>	<b>Action Status</b>
17-Nov-21	To invite some (as of yet) non-participating members into this WG.	All	Ongoing
17-Nov-21	To investigate local policies wrt indigenous data governance and sovereignty.	All	Ongoing

10-Aug-22	WG to share any Open Data Policies	All	Ongoing
21-Feb-23	Update ToR and IHO SWPHC MSDI WG Webpage with these elections and to reflect the new members	DM	Ongoing
21-Feb-2023	Explore IGIF strategic pathways and present back to the group.	All	Ongoing
26-Apr-2023	Look for opportunities to add to the communication plan for the Data Value Proposition.	All	Ongoing
29-Jun-2023	Contact Lucy Jacob and Carolyn Lundquist in October to give update on progress of project presented at MSDI WG #11	DM	Ongoing
29-Jun-2023	Contact IHO Secretariat to discuss option for “hit count” metrics on IHO MSDI WG Pages	DM	Ongoing
1-Nov-2023	Contact IHO Secretariat to determine whether standard descriptions for working group member roles exist and clarify whether member from non-IHO member can take on chair/vice chair roles.	HP/DM	Ongoing
1-Nov-2023	Consider problem statements, use cases and scenarios that could be addressed at the Open Geospatial Consortium under a sponsorship arrangement.	All	Ongoing
1-Nov-2023	Feedback on engagement received via UKHO LinkedIn Post regarding Data Sharing Document.	HP/DM	Ongoing

### COMPLETED ACTION REGISTER

Meeting Date	Action Description	Action Lead	Action Status
04-Feb-21	Should inform the “Pacific Geospatial Survey and Council” and “Geoscience Australia” of our existence and purpose ensuring that we work together.	Rachel and Paul	Completed
04-Feb-21	Sharing best practice, ideas and progress. Paul proposed using a Data Maturity Model so we could take a structured approach to our progress and Paul took an ACTION to investigate whether IHO had something we could use	Paul	Completed

04-Feb-21	Share the minutes and report that would be submitted to SWPHC 18 with the members of the SWPHC MSDIWG. The IHO MSDI WG was taking place on 17 & 18 March, Helen to an ACTION to report that the SWPHC MSDI WG had been established.	Helen	Completed
04-Feb-21	Agreed that a SWP regional SDI Portal list would be beneficial. Create a template for population	Helen	Closed. Agree to defer to the IHO Portal list
04-Feb-21	Review the IHO list of SDI portals	All	Closed
18-Aug-21	WG secretariat to amend standing WG agenda to include a 15min slot for industry communique.	Helen	Completed
18-Aug-21	Invite IIC Technologies to brief at the next WG meeting.	Helen	Completed
18-Aug-21	Invite a member of IGIF-H to brief this WG at the next convenient opportunity.	Rachel	Closed, see below
18-Aug-21	To clarify with IHO MSDI as to what qualifies as a MSDI portal, noting the mix of current resources on the list (websites, portals, downloads).	Helen	Closed, expired.
18-Aug-21	To coordinate an appropriate list of national MSDI's with AUS participants.	Paul	Completed
18-Aug-21	For ALL members to consider how this WG can support IGIF-H	All	Closed
17-Nov-21	To invite John Nyberg or Pearlyn Pang to speak to the WG on IGIF-H	Rachel	Completed
2-Feb-22	WG to consider improved Target and SPI's for Goal 2 and submit to SPI WG via Stuart Caie (NZ).	All	Close. Advice from SWPHC Council.
2-Feb-22	To investigate hosting a MS Teams space to share WG material	HP	Complete
25-May-22	Ask Adam Greenland for a reference to LINZ's Data Value Proposition.	HP	Complete
25-May-22	Establish MS Teams space for the WG members to upload and share examples of Data Value Propositions and MS Data Policies.	HP/ALL	Completed
10-Aug-22	Provide a stakeholder map of data sharing related forums	SC	Close
10-Aug-22	Coordinate a workshop on 25 Aug 2022 to finalise review of DVP.	HP	Complete

19-Oct-22	To write a few sentences about the SWPHC MSDI working group for information at the OSGeo PGC.	JS/PB	Complete
19-Oct-22	Review DVP document for grammatical consistency, any additional propositions, applicability to UN sustainability goals, and content of “data release” section.	ALL	DUE 4 Nov 2022 Complete
14-Dec-22	JS to review and provide feedback on IHO Portal list and DVP document from SHOM perspective	JS (SHOM)	Completed
14-Dec-22	Confirm with GA members as to the possible ambiguity of two DVP entries, and if they could be merged into one	PS	Completed
14-Dec-22	Confirm with IHO secretariat for permissions to use IHO logos on final product.	PS	Completed
09-Jun-23	WG Agreed to share Data Value Proposition with Andy Cootes to use in Paper with caveat that WG is cited. HP to confirm with Andy.	HP	Completed
26-Apr-2023	Discuss with UKHO Comms team whether article on DVP could be published on UKHO LinkedIn Channel	HP	Completed
26-Apr-2023	Develop presentation to present at SaWPaC Seabed 2030 Meeting in July.	PS to present. All to support.	Completed
26-Apr-2023	Investigate options to share video recordings of meetings and presentation content.	DM	Completed