**LIST of DECISIONS & Actions arising from ICE PT1 2023**

* Draft 2.0 -

| **AGENDA****ITEM** | **SUBJECT** | **ACTIONS****(in bold, action by)** | **Remarks****(Target)** |
| --- | --- | --- | --- |
| 1 | Opening / Members | **HSSC chair** opened the first ICE PT meetingby providing context derived from the HSSC15 and Assembly 3, and participants introduced themselves.**[Action 1/01] ICE PT** are invitedto update the list of ICE PT members and contact details.**[Action 1/02] IHO Sec** to update the list of ICE PT members to include the meeting participants. | *Permanent* *Completed* |
| 2 | Agenda  | **[Decision 1/01] ICE PT** approved the agenda as presented during the meeting.  |  |
| Chair Group | **[Decision 1/02] ICE PT** confirmed **Iji KIM** from Republic of Korea as the chair and **Benjamin Hell** from Sweden as the vice-chair. **[Action 1/03] ICE PT members** are encouraged to contemplate their interest in the PT secretary role and communicate their intention to the chair.**Post meeting**: US NGA Kevin Dickens volunteered the PT secretary. | ICE PT2Done |
| Expert Contributors | **ICE PT** noted that the participation of expert contributors in the PT will be determined in accordance with the PT Terms of Reference (TOR). The chair to invite experts who can contribute to the PT when necessary. |  |
| 3 | Background | **PT chair** provided a background on the establishment of ICE PT, highlighting that the decision was made during A3, and the TOR for the PT was approved during the HSSC15. |  |
| TOR | **ICE PT** reviewed the TOR and no comments have been received at this time. |  |
| 4 | Purpose/Responsibilities of Infra Center | **ICE PT chair** presented an overview of the S-100 infrastructure. Additionally, the presentation highlighted IHO to archive operational status on the S-100PSs. The chair outlined several significant tasks that the Infrastructure Center will need to focus on, include:* Ensuring the sustainable operation of the GI registry
* Maintaining application schema and catalogues
* Developing and maintaining S-100 Toolkit
* Maintaining S-164 Test Data Sets

However, it’s noted that a more detailed discussion of these tasks will take place later, once the scope of the Infrastructure Center has been clarified. |  |
| 5 | Work items | **[Action 1/03] ICE PT chair** to circulate the work items that presented during the meeting to the PT membersand the PT members to provide comments to chair prior to the next meeting.**[Decision 1/03] ICE PT recognized** that defining the scope of the S-100 infrastructure center is of high priority as it significantly influences other work items of the PT. Consequently, a VTC meeting to discuss the scope of the PT and the Infrastructure Center will be scheduled before the next PT meeting. | ICE PT2 |
| 6 | Timeline | **[Decision 1/04] ICE PT agreed upon** the timeline for the proposed PT work program during the meeting.Furthermore, to ensure adherence to this schedule**, the PT** decided to have additional meeting focusing on Scoping tasks of the infrastructure before the face-to-face meeting at the S-100 WG8 meeting in Singapore. Also, to meet the deadline of HSSC16 report submission, additional Face-to-face meeting was decided back to back with S-100 TSM9, Monaco, March 2024. |  |
| 7 | Governance structure | **PT chair** introduced an idea as an initial trigger for the governance structure of the S-100 Infrastructure center taking into consideration of the IHO committees /WGs /PTs. During the draft review, the PT recognized that the governance structure for the infrastructure center should be closely working with the IHO secretariat and IHO subordinate bodies.**The PT** suggested that they would revisit it later, once the scope, role and functions etc of the S-100 Infrastructure center are sufficiently clarified.  |  |
| 8 | Upcoming plan | **[Decision 1/05] ICE PT** agreed to report on its activities at HSSC16. This report will include the following key aspects:* Work plan (incl. timeline) of the ICE PT
* Implementation plan for the establishment of the S-100 infrastructure center, covering:
* The role, scope, function and governance
* The composition, financial considerations, and work procedures
* The location
* A preliminary work plan
* The timeline for the establishment

**[Action 1/03] HSSC chair** to incorporate ICE PT activities into the HSSC presentation for the upcoming IHO Council7 meeting. | C7(Oct 2023) |
| 9 | Meetings | **[Decision 1/05] ICE PT** agreed to hold its series of ICE PT meetings as follows: * **SCOPE VTC**: 26 Oct 2023 (13:00 – 15:00/UTC+2)
* **ICE PT2**: 17 Nov 2023 / Singapore
* **ICE PT3**: 18-19 Mar 2024 / Monaco
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