



AusSeabed Steering Committee

Meeting no. 6: 1st July 2020, 12:00-15:00, Online

Notes prepared by Aero Leplastrier and Hannah Evans

Attendees: Ralph Talbot-Smith (WA DoT), Tara Martin (CSIRO MNF—A/g Vice Chair), Clive Foster (FrontierSI), Kim Picard (GA—Chair), Hugh Parker (Fugro), Kevin MacKay (NIWA), Daniel Ierodiaconou (Deakin—outgoing rep), Mary Young (Deakin—incoming rep), Aero Leplastrier (GA—Secretariat/A/g Secretary), Tim Ingleton (NSW DPIE), Nigel Townsend (AHO), Hannah Evans (GA—Observer/Secretariat), Gretchen Grammer (SARDI—incoming organisation), Evan Hallein (DAWE—incoming organisation), David Crossman (IIC Technologies Australasia—incoming organisation), Iain Parnum (Curtin University—incoming organisation), Jodie Smith (GA—observer), Andrew Carroll (GA—observer).

Proxy attendees: Neville Barrett (UTAS—outgoing organisation)

Apologies: Jonathan Kool (AAD), Robin Beaman (JCU—outgoing organisation) and Paul Kennedy (Guardian Geomatics—outgoing organisation)

Meeting Overview

Context

This was the sixth meeting of the AusSeabed Steering Committee (SC). Representatives from commonwealth and state governments, academic and private sectors met up to progress the coordination of seabed mapping efforts in Australia. This mid-year meeting aimed to finalise the committee renewal business, discuss the annual report, formalise commitments to the 2020/21 work plan, discuss the scope of the ARDC proposal and an economic benefits analysis, work on the 10 year impact pathway, and discuss the webinar series going forward.

Actions list

Table 1. Action list with updates on continuing actions from the previous SC meetings (SC.4 and SC. 5) and new actions raised during this meeting (SC.6)

Action	Responsible Party	Date for Completion	Comments/Status	
SC.6.1	Review skills matrix and representative networks to ensure that end-users are represented	KP & TM to lead all SC response required.	August 2020	
SC.6.2	Gender balance of committee to be investigated in preparation for future election processes	KP	November 2020	Currently, the committee is 1/3 female.
SC.6.3	Circulate draft Annual Report and SC members to provide comment and feedback prior to publishing	All SC	14 th July 2020	Complete. Report publish week of 18 Aug
SC.6.4	Provide documents about benefit or value of seabed mapping to KP to pass on to AC and JS.	All SC	6 th July 2020	Complete.
SC.6.5	Distribute draft RFQ for Economic Benefits Analysis to SC for comment and feedback	All SC	31 st July 2020	Complete.
SC 6.6	Program theme leaders, Chair and Vice Chair to break down tasks for work plan delivery. KP to meet with Paul Kennedy	KP, TM, NT, RTS	July 2020	Emailed Paul on 15 July to state the problem and discuss, but have not heard back.

	to discuss leadership of the TGS work group.			Since, Tara, Nigel, Ralph and I met to divide ownership of the milestones listed in the work plan. Consider this part of the task complete
SC.6.7	Review the 10 year impact plan	NB, CS, KP, HP, CF, DI, MY, IP, RTS, TM, TI, GG, EH, DC, CF, KM	9 th July 2020	Underway
SC 6.8	Have another planning meeting to establish the comms strategy and outreach for the upcoming webinar	TI, AL, RTS, others.	9 th July 2020	Underway; met multiple time since
<i>Actions carrying over from previous meetings</i>				
#	Action	Responsible Party	Date for Completion	Comments/Status
SC.5.6	Reflect on the value proposition figure included in the Strategic Plan and if we can augment it with the result from the recent questionnaire.	KP/TM	June 30 th	Completed although Musso proposed to have something about the collaborative development and maintenance of guidelines, which has been added. Value statement included in the Annual Report 2019/2020
SC.5.10	GA to reach out to other entities to trial data submission for portal.	GA	Ongoing	Deakin Apollo Bay data, NSW DPIE Hunter Marine Park passed on to GA hub. ARDC proposal being put forward to establish data contribution pathways and other local hubs.
SC.5.14				
SC.5.15	SC members to provide image and bio for AusSeabed website	KP, KM, TM, TI, IP, HP, NT, MY, CF, EH	3/07/2020	Complete

SC.4.2	Fill out your recent engagements in the engagement spreadsheet on GovTEAMS	SC	Ongoing	Closed. Responsibility of Outreach, Education and Training Work Theme Team Lead to follow up.
SC.4.6	Investigate other potential avenues for funding application	NQ: CRCP/longer term new CRC? AJ: FRDC KP: ARDC RTS: WAMSI/NERA/APPEA TM: SOI tech funding	End of April 2020	Continuing. Need a replacement to cover the CRCP topic that Nathan was leading. UNDERWAY ARDC: Kim plans meeting with ARDC in April to pave the way. Closed. Chair and Vice Chair's responsibility to investigate potential funding avenues
SC.4.8	Investigate the potential to leverage JAMSTEC processing pipeline etc. and organise a group video meeting	KM	Ongoing (previously April 2020)	Delayed by Covid-19.
SC.4.9	Talk to Rachel Gabara for investment options with LINZ	KM	End of July 2020	Action has been passed to KM. Have a chat with Stuart Caie and Kim Picard. LINZ data portal and data delivery is exemplary. Can we learn anything there? Kim is catching up with LINZ in August. Closed, no longer relevant.
SC.4.12	Engage Products & Promotion at GA to revamp the video with appropriate supplementary material (Touch base with CSIRO Communications to OK footage use before publishing)	AL	End of January 2020	CSIRO has been contacted and use of footage in the AusSeabed prototype video is approved. Footage has been sent to the GA comms team and will be fit into their schedule when possible. Video being uploaded to GA Youtube channel and will be embedded on website during September.

SC.4.15	Pull together an indigenous strategy for future engagement	NSW OTE, CSIRO, GA	August 2020	In progress. NESP and CSIRO information has been collected and initial document has been drafted, a follow up meeting will occur. Update from SC5: Hold meeting on Indigenous engagement: What does Indigenous engagement mean for AusSeabed, Values, mission, policy, etc. with TM, TI, KP, AL, RTS.
SC.4.20	Get a beta link up for the non-prod survey planning tool on the AusSeabed website	AL	January	Launched on the 24 th of August.
SC.4.21	Organise a meeting with Jacqui Brown's project leads	TM	?	Jacque is in support of the idea and Tara is now following up with two of Jacqui's project leads to look into the Oceans and atmosphere modelling work to inform AusSeabed's future 10 year impact plan on what kind of development/integration would be useful from a climate change modelling perspective.
SC.4.22	Update AusSeabed 10 year timeline	KP/NQ	Mid-February	In progress – Include supplementary timeline for impact area and then the stakeholders associated with each time period. Will be further developed in SC 6.
SC.4.31	Discuss potential of Secretary support for AusSeabed	KP	27 th July 2020	Raised during July EB where Kim highlighted the cost associated with Secretary duty and comms preparation (>100k). All acknowledged the hard work that is needed, but offered no solution other than GA to keep it.

Meeting notes

Meeting opened 1200

1 Introduction

1.1 Welcome

The meeting opened with a round table to introduce incoming members with the current committee.

1.2 Other Business

- None raised

2 Governance

2.1 Election Wrap Up

- On behalf of the community we would like to extend our thanks and appreciation to the outgoing representatives who have made considerable contributions to the efficacy of this program:
 - James Cook University and the University of Tasmania (academic representatives)
 - Guardian Geomatics (private representative)
 - Australian Antarctic Division (federal government representative)
- The following organisations are the incumbent 2020 AusSeabed Steering Committee general representatives:
 - Academic: Curtin University (**Iain Parnum**)
 - State Government: the South Australian Research and Development Institute and New South Wales Department of Planning, Industry and Environment (**Gretchen Grammer and Tim Ingleton**)
 - Industry: IIC Technologies Australasia (**David Crossman**)
 - Federal Government Position: The Department of Agriculture, Water and Environment (**Evan Hallein**)
- This meeting also saw Mary Young (MY) replace Daniel Ierodionou (DI) as the Deakin University representative. Many thanks to Daniel for his contribution to the committee over the last year and a half.

- An observation was made that an effort should be made to consider diversity within the internal positions on the Steering Committee going forward.

2.2 End-user discussion

Outcomes sought: A discussion on the importance of capturing the interests of the end user in both the Steering Committee Representation and in the activities that we carry out.

Result:

- Neville Barrett (NB) raised the discussion; “there are some significant end user needs that possibly haven’t been represented in the past”.
 - There was discussion on considering an end-user specific position. As end-users are a very disparate group, it was acknowledged that one representative for all the end-users would be difficult.
 - The SC agreed that the Tools Guidelines and Standards working group offers a perfect place for end-user engagement and it would be possible to host workshops on “needs analysis for end users”.
- RTB highlighted an upcoming engagement with APPEA as an opportunity to test AusSeabed tools and provide feedback.
- Evan Hallein (EH), MY, Gretchen Grammer (GG), Cath Samson (CS, as an observer) were acknowledged as end-user representatives within this year’s SC.
- There was discussion on investigating diversity in skills (rather than just sectors), with acknowledgment it is not necessarily embedded in the SC election structure.
- KP also noted gender balance within the discussion on diversity, which was given support for further investigation.

Action: SC 6.1. Review skills matrix and representative networks to ensure that end-users are represented

Action SC. 6.2. Gender balance of committee to be investigated in preparation for future election processes

2.3 Election of internal positions

- Chair – Tara Martin (TM) renominated Kim Picard (KP) and Nigel Townsend (NT) seconded. KP agreed to continue on in the position for another year. TM and NT both agreed to investigate their capacity to nominate for future rounds.
- Vice Chair – TM and NT both stepped forward. Tara Martin was voted in via anonymous online poll. It was noted to members that both Chair and VC are from the standing membership, i.e. Commonwealth Gov, and that everyone should be comfortable with this. In future, diversity may be beneficial.
- Secretary – No nominations received. The position was forfeited to the Chair organisation for another year.

- Tools, Guidelines and Standards – NT put his name forward and was given support to take carriage of the work theme.
- Data Hub – GA presides over this theme indefinitely.
- Education and Outreach – Ralph Talbot-Smith (RTB) agreed to retain carriage of the work theme.

Action SC. 4.31. Discuss secretary funding with EB (raised again)

2.4 Steering Committee 5 Action List

- Outstanding actions were followed up with the group and updated in the SC5 minutes. A live list of the actions resulting from steering committee meetings can be found on the **AusSeabed GovTEAMS Community** under the **General** thread in the **Files** section. Anyone who has not been able to access/set up GovTEAMS needs to contact [Aero](#).

2.5 Steering Committee 5 minutes

- Minutes were endorsed for publication

3 Annual Report

Outcomes sought: That the SC to provide comments and feedback on the content and design of the Annual Report.

Result:

- RTB recommended including content on the June webinar, the growth of outreach (an element on representation around Australia) and work experience programs.
- GG put her hand up to be the point of contact for data submission in South Australia.
- NB recommended including a spatial map of new coverage to show improvements over time (potentially since the inception of the project), disclosing new datasets (and their contributors) and offering more nuanced details on the Survey Coordination Tool (including images and info) as a highlight of Tools, Guidelines and Standards.
- KP highlighted the need to incorporate and deliver on the Strategic Plan “measures of success”.
- KP proposed that we finalise the report and circulate with the SC for comment.
- TM agreed to provide a full review prior to the report’s publication by the end of July 2020.

Action SC. 6.3. Circulate draft Annual Report for SC review prior to publishing

4 2020/21 Work Plan: Delivery

Outcomes sought: That the SC review and strategise on the delivery of the 2020/21 Work Plan and formalised FTE commitments.

Result:

- The work plan was endorsed, following KP linking KPIs as planned.
- It was agreed to manage expectation by sending a traffic light report to the Executive Board.
- A meeting was planned between the Theme Leaders, Chair and Vice Chair in order to break down delivery tasks into manageable items.
- FTE estimates were agreed to be raised at a future meeting.

Action SC. 6.6. Program Theme Leaders, Chair and Vice Chair to break down tasks for work plan delivery

5 ARDC Proposal Update

Outcomes sought: That the SC provide ideas regarding the next ARDC proposal update and agree on appropriate partnership to move proposal forward.

Result:

- KP provided an update on the ARDC based on her meeting on 15th June 2020.
- TM, in line with the ARDCs key stakeholders, called on academic participants to contribute:
 - NB discussed the significance of delivering the surveys that have been carried out over the last ten years, showing that we are bringing in data meaningful to the science community, and the staff or funds required to liberate data.
 - Iain Parnum (IP) highlighted the GA 250 data set as an important inclusion.
 - DI discussed AusSeabed's ability to get survey level data out to the community as well as input data from the community; a two way pipe encouraging ease and consistency.
 - There was discussion on AusSeabed providing a processing pipeline for the community to process/standardise their own data. KP noted that this is a goal moving towards 2030.
 - KP mentioned she would involve NB in the EOI development and would refer back to the SC for advice when required.

6 Economic Benefit Analysis Scope

Outcomes sought: That the SC discuss the EBA scope, in preparation for informing the EB.

Key message: GA are conducting an EBA on the impact and value of seabed mapping for the Australian Blue Economy.

Result:

- SC have been updated and will provide comment on the draft RFQ when it is sent through.
- There was discussion on the EBA timeline and scope.
 - DI enquired about ecosystem services (such as coastal protection, or sequestration of ecosystems). Andrew Carroll (AC) and Jodie Smith (JS) confirmed the scope includes investigating both “direct” and “indirect” benefits.
 - RTS highlighted the ability of offshore geology and seabed mapping to inform seawater incursion and the vulnerability of groundwater resources.
 - Clive Foster (CF) affirmed that social services and the indirect benefits/public good resulting from seabed mapping is crucial for us to capture the true value.
- KP requested everyone with knowledge of existing documents to provide them to her to pass on to Jodie Smith and Andrew Carroll.
- AC confirmed that the RFQ draft (*PNL84: AusTender*) will be circulated to the SC in a few weeks with opportunity for comments and feedback.
- JS highlighted that the scope of the study is limited by available funds and requested the SC consider whether they can contribute.

Action SC. 6.4. Provide documents about benefit or value of seabed mapping to KP to pass on to AC and JS

Action SC. 6.5 Distribute draft RFQ for Economic Benefits Analysis to SC for comment

7 10 Year Impact Pathway

Outcomes sought: That the SC contribute to the 10 Year Impact Pathway

Result:

- A Google document supplied for in-meeting contribution.
 - There were some technical errors and it was determined that the SC reflect and contribute to the sheet by Wednesday 8th July.
 - TM recommended having clarity prior to submitting ARDC, resulting in a timeline of weeks rather than months.

- NT highlighted the next Executive Board meeting (27th July) as the important deadline.

Action SC. 6.7. Review the 10 year impact plan

8 Executive Board Meeting Preparation

Outcomes sought: That the SC discuss and strategise on the upcoming EB meeting.

Result:

- KP raised the Work Plan, Annual Report and 10 Year Impact Pathway as key items for the next Executive Board meeting.
- RTS raised governance and funding (following discussions within the internal election).
- No other items were raised.

9 Webinar Series

Outcomes sought: That the SC discuss the future actions required for the success of the July to September webinars.

Result:

- Everyone was congratulated for a smooth and professional June webinar.
- Hannah Evans (HE) presented on statistics from the June webinar.
 - RTS requested further statistics on Australian state and territory participation and sector types (especially industry types).
 - HE agreed to explore both further.
 - NT advised that he streamed the June webinar in office, so the full number of participants will not have been captured. This was encouraged for future webinars.
- KP and EH raised a discussion on the registration process and a review was determined necessary in order to ensure the information we are seeking is captured and duplicates are removed.
- AL requested the SC continue to share future event information in their own channels.
- KP called for a meeting with TI (and others) in preparation for the next webinar and raised the need to reach out to people that will benefit from the Survey Coordination Tool.

Action SC. 6.8. Have another planning meeting to establish the comms strategy and outreach for the upcoming webinar

10 Other Business

- AL reminded SC to submit their biographies and profile images for the AusSeabed website.

Meeting closed 1710

Appendix A Agenda

Time	Item	Action	Lead	Duration	Paper
Governance					
12:00	1. Election Wrap-Up <ul style="list-style-type: none"> • Welcoming/thanking • Election of internal positions (Chair, Vice-Chair & Secretary) • End-user discussion 	Inform and Discuss	KP	45mins	Yes
	SC#5 Minutes	Decision	AL		Yes
	Action List	Update	AL		Yes
Agenda					
12:45	2. Annual Report	Provide comments	KP	20mins	Yes
	3. 2020/21 Work Plan: Strategising On Delivery	Inform	KP	20mins	Yes
	4. ARDC Proposal Update	Inform	KP	15mins	Yes
	5. Economic Benefit Analysis (EBA) Scope	Discuss	Jodie Smith	20mins	No
14:00	Break			10mins	
14:10	6. 10 Year Impact Pathway	Discuss	KP	25mins	Yes
	7. Executive Board Meeting Preparation	Discuss	KP	10mins	No
	8. Webinar Series	Overview and Future Actions	TI	15mins	Yes
15:00	9. Other Business	Discussion	KP	10mins	

15:10	Meeting Close		KP		
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Appendix B Steering Committee Composition

Revised December 2019. Decision to round Academic up and International down is due to the ability of contributors to attend meetings.

Sector	No. of workgroup members	Proportion of steering Committee	No. on Steering Committee	Rounded
Government (Three Standing members)	18	0.56	6.75	7
Private	8	0.25	3	3
Academic	6	0.19	2.25	2
international	5	-	1	1
Total	36			13