

AusSeabed Steering Committee

Meeting no. 8: 15th March 2021, 12:00-15:00, Online

Notes prepared by Kimberlee Baldry and Aero Leplastrier

Attendees: Ralph Talbot-Smith (WA DoT), Stuart Edwards (CSIRO MNF), Clive Fraser (FrontierSI), Kim Picard (GA—Chair), Kevin MacKay (NIWA), Mary Young (Deakin), Aero Leplastrier (GA—Secretary), Tim Ingleton (NSW DPIE), Nigel Townsend (AHO—A/g Vice-Chair), Kimberlee Baldry (GA—Observer/Secretariat), Gretchen Grammer (SARDI), Kam Austine (EGS Survey—proxy private sector rep. for David Crossman), Iain Parnum (Curtin University), Cath Samson (Department of Agriculture, Water and the Environment)

Apologies: Hugh Parker (Fugro), David Crossman (IIC Technologies Australasia)

Meeting Overview

Actions list

Table 1. Action list with updates on continuing actions from the previous Steering Committee meetings (SC.4, SC.5, SC.6, SC.7) and new actions raised during this Steering Committee meeting (SC.8)

	Action	Responsible Party	Date for Completion	Comments/Status
SC.8.1	First Nations Plan, National Areas of Interest and Communications & Engagement strategy to provide a showcase of finished work or next steps at the July meeting	AL, CF, IP, NT, TI, RTS, DC, GG	July	The project leads will consolidate work in the lead up to the July SC meeting and prepare materials for presentation at the quarterly showcase
SC.8.2	Review the engagement register in GovTEAMS	All SC	May	All SC to input past engagement and future (~3month) engagement
SC.8.3	Complete the work plan activity scoring	NT, SE, TI, CS, GG, KP, CF, RTS, KM	Friday 19 th March COB	Tight turn around due to upcoming EB meeting
SC.8.4	Nigel and Cath to assist with 2021/22 work plan to be delivered to the Executive Board	CF, KP, CS	Closed	Feedback has enabled the development of a draft 2021/22 work plan that was presented to the EB on the 16 th of April
SC.8.5	Iain and Ralph to assist with Ten Year Work Plan	IP, RTS	June	Work to recommence in May

SC.8.6	GA to send out election "briefing" packs to SC members to encourage nominations	KB, AL	April	Briefing packs are being prepared
SC.8.7	Set up next SC meeting in July	KB	March	Poll sent to SC
SC.8.8	Kim and Ralph to discuss the transition to GDA 2020	KP, RTS	April	This was added to other business as Other Business, but had to be deferred to an intersessional meeting due to time restraints
SC.8.9	Present outcomes of Portal UX Design work to the SC	KB	Closed	Presented 31 April. Recording will be made available to SC
SC.8.10	Progress discussion with WADoT on connecting their contributing hub to the AusSeabed infrastructure	GA and WADoT	April	Meeting to be held with RTS in April to put technical people in touch from GA and WADoT
Actions carrying over from previous meetings				
SC.7.1	Complete retro survey	Remaining SC	Closed	Survey has been completed and individuals new to the committee engaged in person
SC.7.2	Begin development on Satellite Derived Bathymetry Guidelines, including the formation of a Working Group (if required), and provide update at the next meeting	NT	Closed	Working group has been established and is progressing. This work will be tracked as part of the 2021/22 work plan.
SC.7.3	Discuss Executive Board Pitch and progress based on comments provided by Steering Committee in session	KP, TM	Completed	Pitch presented to EB in December.
SC.7.4/ 7.5	Send out Communication and Engagement Strategy for review to working group (with understanding that it may be further distilled into internal and external versions at a later date)	AL	Delayed due April 1	A draft is being prepared and will be sent to SC for review after which time content will be separated out into a comprehensive Communications and Engagement Strategy, a quick start guide, and a mechanism for establishing a yearly outreach plan
SC.7.6/ 7.7	Provide feedback on First Nations Collaboration Strategy Review draft of First Nations Collaboration Strategy and establish a forward plan for consultation	TI, KP, AL, HE, TM, GG	Closed	Feedback incorporated into draft and meeting held. Decision made to discontinue with draft as First Nations representatives had not yet been consulted or invited to collaborate on the document. Decision to reach out to NMSC and AMSA to affirm whether the ASB program should carry on individually or align with a larger national movement

SC.7.8	Conduct out of session meeting to discuss outreach for 2021	RTS, KP, AL, HE, MY, IP	Closed	Meeting should focus on developing a targeted plan of outreach for the 2021 deliverables and discuss forward planning for known 2021 engagement opportunities in the Engagement Calendar
SC.7.9	Provide comment on 10 year plan	All	Closed	Tara to summarise the plan in one-page for distribution with the minutes
SC.7.10	Progress National Priorities Layer Framework workshop plan	AL, HE, IP, CF, NT	Closed	Interest from NESP in this work and agreement from AHO that the name should be changed to National Areas of Interest. Workshop has been postponed but community scoping work will continue
SC.6.1	Review skills matrix and representative networks to ensure that end-users are represented	KP & TM to lead all SC response required	February	To do
SC 6.8	Have another planning meeting to establish the communications strategy and outreach for the upcoming webinar	TI, AL, RTS, others	Closed	Webinar series finished.
SC.5.15	SC members to provide image and bio for AusSeabed website	KP, KM, TM, TI, IP, HP, NT, MY, CF, EH	Closed	All bios and photos on website.
SC.4.21	Organise a meeting with Jacqui Brown's project leads	TM	Closed	Decided to closed this issue as we can look at the published and other strategies
SC.4.31	Discuss potential of Secretary support for AusSeabed	KP	Closed	Secretary role to stay with GA, funded through EB arrangements (due to other project management responsibilities

Meeting notes

Meeting opened 1205

1 Introduction

1.1 Welcome

- The meeting opened with an Acknowledgment of Country.
- Apologies: David Crossman and Hugh Parker.
- The Steering Committee endorsed the agenda and added to Other Business: Discussion about transition to GDA2020.
- Introduction of Kimberlee Baldry (AusSeabed Project Officer) to the Steering Committee.

1.2 Acting Arrangements

- Tara Martin is completing a six-month acting position as the Director of the Marine National Facility, in her stead, Stuart Edwards is representing CSIRO and Nigel Townsend (NT) is acting as the AusSeabed Steering Committee Vice-Chair.
- Kam Austine (EGS Survey) accepted to stand in for David Crossman as an industry representative for this meeting. Thank you Kam for your inputs.
- Appointments accepted unanimously.
- Kim Picard (KP) raised the issue of continuity and suggested that the Secretary position remains tied to Geoscience Australia because of the synergies associated with centralised AusSeabed project management and support. There was general agreement with this idea.

1.3 Minutes & Actions

1.3.1 Minutes

Outcome sought: Endorsement of Steering Committee Meeting 7 minutes. Endorsement of expedited out of session publication process for future Steering Committee meeting minutes.

Result:

- The Steering Committee Meeting 7 minutes endorsed for publication.
- Expedited process endorsed (two-week turnaround for meeting minutes).

1.3.2 Actions

- Outstanding actions were followed up with the group and an updated list is provided above [Table 1]. 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 Governance

2.1 2020/21 Work plan update

Due to a lack of time in this meeting's agenda, the usual AusSeabed program theme updates were provided in the meeting papers and also during the recent AusSeabed quarterly showcase ([available online](#)).

- The Steering Committee agreed to attend intersessional meetings as required to provide input on AusSeabed work updates where their feedback is essential.
- It was agreed to move some updates to the next Steering Committee meeting in July. It was agreed that this would include an update from the First Nations Plan, National Areas of Interest and Communications & Engagement Strategy program themes.
- The Steering Committee was reminded to review their past and future engagements in the Engagement Register in GovTEAMS and to include any missing engagements.

Action SC.8.1 First Nations Plan, National Areas of Interest and Communications & engagement strategy program theme is to provide a showcase of finished work or next steps at the July meeting

Action SC.8.2 Review the Engagement Register in GovTEAMS

2.2 HIPP Update

- The HydroScheme Industry Partnership Project (HIPP) update will now be a recurring topic in the AusSeabed newsletter.
- Nigel gave an update on the progress of the HIPP, the summary points are below:
 - HIPP commenced Feb 2020
 - The new survey request tool in AusSeabed has been successful for soliciting AHO surveys under HydroScheme
 - HydroScheme Looks on track to cover 9000 km² in shallow waters for 2021/22 across state and territory waters
 - Work has also commenced to establish National Reference Areas for multibeam data
 - Work has commenced for a 3-year tidal study in the Torres Strait to install modern tide gauges to service accurate hydrological models

- Hydroscheme 2020 data delivery completes in June 2021
- Hydroscheme 2021 data collection commences in May 2021
- Hydroscheme 2022 planning begins in August 2021
- The HIPP has already delivered significant improvements compared to the original Hydroscheme project in terms of area covered and cost
- HIPP is promoting innovation through the introduction of unmanned vessels
- The first year of HIPP has achieved all outcomes

2.3 2021/22 Work Plan Development Workshop

The Steering Committee dedicated this session to drafting the 2021/2022 work plan. The objective of this session was ensuring that the work plan this year was truly representative of the community interest. Preparation was done by the Steering Committee prior to the meeting, bringing 36 activities into the 2021/22 work plan to be prioritised during this session. To accomplish this the Steering Committee broke up into small groups to score activities in terms of importance, time-sensitivity, funding, and willingness to contribute. The resulting work plan, based on the prioritisations collected during this session, will be presented to Executive Board on April 16th.

Outcome sought: A list of activities prioritised for the 2021/22 Work Plan that are endorsed by the Steering Committee. 1-2 volunteers to assist with finalisation of the 2021/22 Work Plan.

Result:

- Some groups had much longer lists of activities to rank and as such did not finish in the allotted time.
- The Steering Committee was given until COB Friday to complete the task during intersessional meetings.
- In order to deliver the 2021/22 work plan to the Executive Board on April 16th, Nigel and Cath will assist the Chair in finalising the document for presentation.

Action SC.8.3 Complete the work plan activity scoring

Action SC.8.4 Nigel and Cath to assist with 2021/22 work plan to be delivered to the Executive Board

3 Economic Benefit Analysis—Deloitte workshop

Deloitte entered the meeting to present an introduction on the Economic Benefit Analysis (EBA). Following this they engaged the steering committee to gain input on Stage 3: The Economic Contribution Analysis. This stage of the EBA scopes out the importance of seabed mapping data by breaking down components to be considered in the EBA, including community marine sector activities that depend on access to this data. They also requested input on the broad contributing sectors that they intend on investigating, asking if anything was missing from their list. Finally, they asked for broad perspectives on the current limitations on the collection and distribution of seabed mapping data.

Outcome sought: The Steering Committee participates in the development of the Deloitte Economic Benefit Analysis through the workshop led by Deloitte.

Result:

- Steering Committee contributed to the scoping of the importance of seabed mapping data and the dependency of certain community and marine sector activities on access to this data.
- Deloitte defined broad contributing sectors to investigate. The Steering Committee provided suggestions to improve this list of sectors.
- Deloitte enquired as to the current limitations to the collection and distribution of seabed mapping data. The Steering Committee provided answers based on their experiences.

4 Governance cont'd

4.1 Ten Year Work Plan

The Chair provided an update on the Ten Year work plan. Kim highlighted that the plan was started in Meeting 6 and had undergone a series of revisions. It is now at the stage where it cannot be delayed any longer and a focus group is needed to finalise this work for presentation at the July 2021 meeting.

Outcome sought: 1-2 volunteers are identified to finalise the Ten Year work plan with KP.

Result:

- Ralph and Iain volunteered to assist the Chair in providing a final draft for discussion at the next meeting in July.

Action SC.8.5 Ralph and Iain to assist with Ten Year Work Plan

4.2 2021 Elections

Every two years general positions of the Steering Committee are put up for election. The election process follows the [AusSeabed Election Process Standard Operating Procedure](#).

Outcome sought: Endorsement from the Steering Committee for the 2021 committee renewal and election process.

Result:

- The coming election process was endorsed which sees the following positions open for n
- A discussion was had regarding community engagement to encourage nominations, particularly from stakeholder groups who have not yet engaged with AusSeabed.
- This lead to the Steering Committee agreeing to encourage nominations in the next two months from various contacts.

Action SC.8.6 GA to send out election “briefing” packs to SC members to encourage nominations

5 Next Meeting & Other Business

- The next meeting is to be held during the first week of July. It was agreed that the Steering Committee would try to meet in person at an agreed location.
- The transition to GDA 2020 was deferred to an out of session conversation between Kim and Ralph.
- Kim advised the Steering Committee of the need to attend an intersessional meeting in order to provide feedback on the outcomes of Portal UX Design work.
- Discussions to commence out of session between Geoscience Australia and WADoT to begin the technical scoping of connecting the WADoT to the AusSeabed infrastructure as a contributing hub.

Action SC.8.7 Set up next SC meeting in July

Action SC.8.8 Kim and Ralph to discuss the transition to GDA 2020

Action SC.8.9 Present outcomes of Portal UX Design work to the Steering Committee

Action SC.8.10 Progress discussion with WA DoT on connecting their contributing hub to the AusSeabed infrastructure

Meeting closed 1507



Appendix A: Agenda

AusSeabed Steering Committee Meeting No. 8 Agenda

Date: Monday 15th March 2021

Venue: Online

Time: 1200–1500 AEDT (0900–1200 AWST)

Coordinators: Kim Picard, Aero Leplastrier

Agenda

Time	Item	Action	Lead	Duration	Paper
Introduction					
12:00	Welcome		KP	20 mins	
	Acting arrangements	Endorse	AL		
	SC#7 Minutes & Action List	Endorse and Update	AL		#1
Governance					
12:20	2020/21 Work Plan	Note	KP	10 mins	#2
	HIPP update	Info	NT		
12:30	2021/22 work plan development	Pre-meeting prep & Participate	KP & NT	60 mins	#3
13:30	<i>Break 5 mins</i>				
Outreach					
13:35	Economic Benefit Analysis Consultant-led workshop	Participate	Deloitte	60 mins	#4
Conclusion					
14:35	10 year work plan	Info	KP	10 mins	#5
14:45	2021 elections	Endorse	AL	10 mins	#6
14:55	Next Meeting/Other Business		KP	5 mins	No
15:00	<i>Meeting Close</i>				