AusSeabed Steering Committee

Meeting no. 9: 14th July 2021, 11:00-16:00, Online

Notes prepared by Kimberlee Baldry

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), Iain Parnum (Curtin University), Cath Samson (Department of Agriculture, Water and the Environment), Hugh Parker (Fugro), David Crossman (IIC Technologies Australasia), Richard Cullen (HC Survey), Geoff Lawes (iXblue Pty Ltd)

Apologies: Ralph Talbot-Smith (WA DoT)

Meeting Overview

Actions list

Table 1. Action list raised during this Steering Committee meeting (SC.9)

	Action	Responsible Party	Date for Completion	Comments/Status
SC9.1	SC to conduct a review of TOR at SC meeting #10. See section 1.2 for more details.	All SC	December	
SC.9.2	KB to run an out of session election process for Vice Chair of the AusSeabed Steering Committee. SC to vote on Vice Chair nominees.	All SC. KB to lead.	October	
SC.9.3	Review and provide comments on Draft 1 of the Annual Report. SC to input their AusSeabed engagements into the Annual Report engagement summary. Create a box in the draft or send to KB directly. Editing workshops will be held between KB and NT, DC, KP and SE.	All SC. KB lead.	July 21	In progress. Contact KB for support.
SC.9.4	Detailed review of the ASB Annual Report	RC and IP	End July/Start August	

SC.9.5	KB to pass on the need for a long-term publication schedule or priority list minutes and recording to Data Hub publication team. Outcome on decision will be reported to the SC next meeting.	KB	September	
SC.9.6	Implement a reporting mechanism with the SC that includes tracking project agreements related to the delivery of the 2021/22 work plan.	KP	November	
SC.9.7	Review and improve the Engagement Plan, SOP and SC engagement tracking process. Consider how to engage state government.	TI, AL (KB support)	September	
SC.9.8	Work with Nat, Josh, and Neal on scoping for contributing hubs effort, platforms, and Master Class.	GL	August	
SC.9.9	Produce guidelines for SDB and LIDAR bathymetry to inform users on the ASB website.	NT	Ongoing	On Hold
SC.9.10	Attend AusSeabed workshop on Seabed Data Processing Environment and provide input into the scope of the work.	All SC	August	
SC.9.11	Finalise ASB work plan and develop overview document for next year's work plan.	All SC	August	In Progress
SC.9.12	Enter future engagement dates into the ASB engagement calendar.	All SC. TI to review.	August	ESSENTIAL for all SC to contribute!
SC.9.13	Provide advice on what end products would best meet the needs of non-technical end-users, and how best to communicate these capabilities to emerging stakeholders.	GG, CS	September	
SC.9.14	KB to pass on licencing discussion minutes and recording to Nat/Neal. Outcome on licencing decision will be reported to the SC next meeting.	KB	November	
SC.9.15	Finalise First Nations position statement and prepare it for review by the Executive Board. Should also progress discussions about contact compilations and the First Nations collaboration strategy.	AL, TI, CS	November	
SC.9.16	Progress 10-year work plan	IP and KP	November	
SC.9.17	KP to have discussions with GL and RC to clarify their role in the SC and discuss any items with them.	KP	July	In progress
SC.9.18	Run Inaugural ECOP nomination and election process	KB	November	

SC.9.19	Schedule next SC meeting for November 2021.	KB	August	
SC.9.20	Schedule bi-monthly meetings with program theme leaders.	KB	August	

Meeting notes

Meeting opened 1104

1 Introduction

1.1 Welcome

- The meeting opened with an Acknowledgment of Country.

- The AusSeabed Steering Committee (SC) endorsed the agenda.

- No items added to Other Business

1.2 New SC Appointments

The SC Elections have been successfully undertaken. Five positions were up for renewal: 2 Industry, 1 Academia, 1 State Government and 1 International.

- Newly elected SC industry representatives Geoff Lawes (iXblue) and Richard Cullen (HC Survey) were welcomed to the committee.

- Re-elected SC representatives Mary Young (Deakin University, Academic sector), Kevin Mackay (NIWA/Seabed 2030, International sector) and Ralph Talbot-Smith (WA Department of Transport, State Government sector) were welcomed back for another two-year term.

- Outgoing Steering Committee members Hugh Parker (Fugro, Industry sector) and Clive Fraser (FrontierSI, Industry sector) were thanked for their valuable contributions to AusSeabed over the past two years. KP noted that Fugro and FrontierSI remain heavily involved in AusSeabed as active collaborators and continued communications between entities will be maintained.

- KB presented an overview of the elections process, nominating agencies and voting agencies, and presented some statistics about the SC new composition

  - The election process saw eleven institutions nominate for positions on the Steering Committee who were all significant stakeholders in the AusSeabed mission (Appendix

2). The industry and academic sectors held 9 of these nominations, which is exciting to see.

- o A total of twenty-six AusSeabed collaborating organisations voted in the elections to establish the 2021/2022 Steering Committee. Votes were received from across academic (5), industry (8), government (9) and international (4) sectors representing a wide range of stakeholders and end-users (Appendix 2).

- o For the coming year, the representation of the SC (Appendix 2) will consist of:

    - ▪ 30:70 (4 women: 9 men; when Tara returns ratio will be 38:62)

    - ▪ 3 end-users, 10 providers/mapping experts

- There was only one nominee from the state government. The SC were asked to consider why this is the case, and **what AusSeabed can do to increase nominations from State Government representatives.**

- At last year's election meeting (Meeting #6, July 2020), the committee discussed wanting to have a balanced representation for gender and end-user vs provider/mapping experts. The representation of end-users and women was still low this year. **This representation imbalance should be considered when the Steering Committee TOR are revised**.

- For past elections, the Chair institution (Geoscience Australia) abstained from voting due to potential conflicts it may cause by having GA also running the voting process. However, GA as a member of the SC, would like to have this position reconsidered. A solution is that the Chair institution submits the first vote to another organisation, before other votes are gathered. **SC endorsed this idea, and it will be considered in the review of the SC TOR.**

1.3 Minutes & Actions

1.3.1 Minutes

- Minutes from SC Meeting #8 were endorsed out of session and are available on the AusSeabed website.

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 TEAMS environment* under the *ASB Steering Committee* thread in the *Files* section. Anyone who has not been able to access/set up TEAMS needs to contact KB.

- KB provided an update on the progress of the Actions list since SC meeting 8.

    - o Actions SC 8.2-8.4, SC 8.6-SC 8.10 were closed out of session.

    - o Actions SC 8.1 and SC 8.5 were closed by the SC.

- SC endorse the progress of the Action List and closing all open items from prior meetings

2 Chair and Vice Chair Election

The secretary conducted the Chair and Vice-Chair election process. The TOR states that this should be done out-of-session, however, time did not permit this, so the process was conducted in-session. These TOR will be reviewed by the Steering Committee this year.

Result:

- Nominations for both positions were sought prior to the meeting, however no nominations for were received. Nominations were thus sought during the meeting

- KP nominated for Chair. SC endorsed nomination. KP was successfully re-elected as chair

- It was discussed that when the SC TOR are revised, distinction between the role of Chair and an AusSeabed Program Director position should be considered. Duties of the ASB SC Chair would include leading the meetings, facilitating the SC to function, and ensuring proper program Governance. The Program Director would set the work plan and lead the delivery of pieces of work under the AusSeabed Program Themes. This distinction was proposed as a solution to encourage other standing members to apply for the Chair position.

- No nominations were received in session for Vice-Chair.

- NT proposes to act until the next SC meeting to allow additional time to find a vice-chair candidate. SC endorsed this action.

Out of session update: Since this meeting, two nominations have been received for the Vice-Chair, as such, an election will be held out of session to determine the Vice-Chair for the next year.

Action SC.9.1 SC to conduct a review of TOR at SC meeting #10. See section 1.2 for more details.

Action SC.9.2 KB to run an out of session election process for Vice Chair of the AusSeabed Steering Committee. SC to vote on Vice Chair nominees.

3 Q4 Progress Update 2021/22

KP delivered a progress update on key AusSeabed program deliverables. She discussed the progress status of deliverables, and priorities for next year's work plan. Overall AusSeabed is on-track despite an ambitious work plan.

Please note that items within the update outlined below are not finalised and are still under review by the SC. A final update will be provided to the community in the Annual Report.

Outcome Sought: That the SC endorses the final progress report to be presented to the EB.

 Result

- KP highlighted some specific aspects on the Progress Report to clarify status and scope:

- CSIRO is the last of the EB members to sign the **Collaborative Head Agreement**. CSIRO are expected to sign in August after the document is reviewed by the Major Transactions Committee.

- The SC contributed to the **Economic Business Analysis** earlier this year. The final report is currently being reviewed.

- **Stakeholder Communication and Engagement Strategy** is still in progress and will roll to next year's work plan.

- A goal to **grow our industry data holdings**. Progress is continuing, with new industry connections made over the past year. Unfortunately, no data has yet been acquired. This goal will be rolled into next year's work plan.

- No progress has been made on new **AusSeabed guidelines**. This has not been a priority over the past year, but will be reconsidered in next year's work plan.

- The **National Areas of Interest** project has been submitted as a NESP proposal. The outcome of the proposal will be received in the next 2-3 weeks. This project plans to update the national priority areas tool in the AusSeabed Portal.

- Ingesting **HIPP data** into the AusSeabed portal. Nigel is making good progress on helping AHO to release the data to the broader community.

- The **Survey Coordination Tool** will only be updated WRT the National Priority Areas functionality, should the NESP proposal be successful. Any other changes would require a separate business case.

- **Processing Pipeline** work, named the Seabed Data Processing Environment, has been initiated to help automate data publication. This work will continue in next year's work plan.

- The SC endorsed the AusSeabed Q4 Progress report, which will be included in the AusSeabed Annual Report and acknowledged that the program had made satisfactory progress on an ambitious work plan.

- It was suggested that the progress report be condensed for the annual report, drawing key achievements out of the spreadsheet.

- There was interest in the renewed focus of next year's work plan to making end-user products more accessible.

- Fastest way to increase data output for end-users is to connect more data providers into the AusSeabed Data Hub.

- A comment was made that AusSeabed KPIs are currently focused on increasing data holdings and making data accessible and that, at some stage, KPIs should transition to an end-user focus and what the efficiency of delivery to end-users looks like. Is it worth putting together some KPI's for cost and efficiency of data delivery and what the critical mass of data looks like

to maximise the number of users that want to participate and draw data from the system? Maybe AusSeabed should plan to incorporate those KPI's at a particular point after the development and that perhaps effort could be shifted to pieces of work with a greater net benefit to the community.

4 Annual Report 2021/22

The content of the annual report has been drafted and is undergoing a first review by the SC. During this time, the SC discussed the AusSeabed work highlights to be included in the Annual Report and KP outlined the timeline forward for the completion of the report. The final item discussed under this topic was a solution to AusSeabed engagement tracking which has historically been poorly managed and ineffectively captured in the Annual Report.

Please note that items within the Annual Report outlined below are not finalised and are still under review by the SC.

Outcome Sought: The SC endorses the overall content and structure of the report. Volunteers are sought to continue drafting sections of the Annual Report and to perform a detailed review of the report. Endorsement was also sought from the SC for an update to the AusSeabed website that includes a Visual Story of the Annual Report and rolling progress updates for the Program to make reporting highlights more transparent.

Result:

- The SC endorsed the content and structure in the Annual Report Draft and provided general comments:
  - "Stakeholder Features" was not an appropriate title for a section on stakeholder comments or endorsement. Not adverse to having boxes dispersed through the text, rather than having a dedicated section.
  - Noted it was great that AusSeabed was receiving affirmation from so many stakeholders via comments featured in the Annual report.
  - The ARDC section is repeated twice.
  - The RV Falkor section needs to reflect the large effort taken by the AusSeabed processing team to work with SOI in a timely manner to get data off the ship and processed ASAP over the past year.
  - A longer-term view of the publication schedule, or a priority list, would be helpful to know which datasets may be available soon or what their priority is.
  - The success of QAX over the past year was discussed. The QAX Tool will have its own webpage which will host training videos, a feedback form, and an overview of the tool.

- It was noted that the ASB multibeam guidelines were one of the most impactful resources in the NESP Field manuals.
- It was suggested that the citation sources need to be expanded, through google scholar. This will be considered in a review of annual reporting.
- RC asked how we can collect feedback to improve version 3 of the Multibeam Guidelines. This is currently not on the work plan for next year.
- The training highlight needs to be re-framed in terms of AusSeabed's contribution, and whether these examples are relevant. DC will review.
- Volunteers were acquired to continue progressing the Annual Report.
  - NT will help KB write a highlight on HIPP requests, and the OET section.
  - DC volunteered to help with the Outreach, Engagement and Training Program Theme Section, Foreword and Executive Summaries.
  - SE volunteered to help with the Data Hub Program Theme section.
  - RC and IP volunteered to be dedicated reviewers for the Annual Report.
- It was noted that in the future, AusSeabed should check with funders regarding delivery expectations considering the diversity and the number of funders of the Program is growing. How AusSeabed is delivering or meeting these expectations should be clearly reflected in annual reports in the future.
- The SC endorsed the development of a visual story and visual summary report for the AusSeabed website to complement the annual report.
- The SC endorsed that the ASB website should be updated to include rolling progress highlights that will form the base of the Annual Report in the future.
- The strategy to improve tracking impact and outreach efforts in the future will be reviewed.

Action SC.9.3 Review and provide comments on Draft 1 of the Annual Report. SC to input their AusSeabed engagements into the Annual Report engagement summary. Create a box in the draft or send to KB directly. Editing workshops will be held between KB and NT, DC, KP and SE.

Action SC.9.4 RC and IP to provide a detailed review of the Annual Report

Action SC.9.5 KB to pass on the need for a long-term publication schedule or priority list minutes and recording to Data Hub publication team. Outcome on decision will be reported to the SC next meeting.

Action SC.9.6 Implement a reporting mechanism with the SC that includes tracking project agreements related to the delivery of the 2021/22 work plan. KP. Nov

Action SC.9.7 Review and improve the Engagement Plan, SOP and SC engagement tracking process. Consider how to engage state government.

5 2021/22 Work Plan

KP thanked CS and CF for their additional input into the work plan over the last few months. An overview was provided of the 2021/22 AusSeabed Work Plan, which is currently estimated to require 14.5 full time equivalents (FTE). Due to budget constraints, that load needs to be reduced by 2-3 FTE.

Outcome Sought: That the SC provide comments on how work plan resources could be better allocated. Reduce the workload of the work plan by 2-3 FTE.

Summary of work plan discussion:

It was suggested that FTE should be separated into ASB team FTE and others' funding/in-kind contributions. SC noted that knowing where resources come from will help to prioritise tasks in the work plan.

The SC noted that an overview document that displays KPIs, goals and target stakeholders is useful for others to understand expectations. This, once developed, should be featured in the Annual Report.

Nationally coordinate seabed mapping activities and objectives

- **NESP National Areas of Interest**: The decision on if to continue with national area of interest, if not funded, will be decided after the proposal outcome is received.

    o   The SC asked for clarification on the proposed FTE load.

    o   It comes from a combination of running specialised workshops, development FTE for tool implementation and includes FTE from external CSIRO/UTas to deliver workshops driven towards biology needs.

    o   AusSeabed leading, developing, and coordinating the effort to develop the map – 0.5 FTE.

Demonstrate the value of seabed mapping data for decision-making

- The scope of training and educational resources is uncertain. Therefore, no FTE are currently assigned. It is intended that these resources will be scoped and sourced in an ongoing manner as outreach and engagement activities are confirmed.

- Clarification was given that the FTE associated with Quarterly Showcases come under Project management.

- The work plan estimates the FTE associated with preparing for conferences under Outreach and Engagement

- Webinars were well received last year, so they will be continued in next year's work plan to engage with the wider community.

Improve standards and quality related to seabed mapping procedures and data management

- The AusSeabed program needs a better understanding of coverage to know what is missing so we can "map the gaps."

- The SC decided to remove SDB guidelines from the work plan.

    o Decision made on the basis that SDB will mostly be overwritten by more accurate forms of data as they become available as it is the case for any type of data. EOMAP are dedicated on working on SDB guidelines at international levels, so in this case, AusSeabed does not need to duplicate effort and can adopt these guidelines (https://www.eomap.com/services/bathymetry/).

    o The SC will put together a short guideline for the AusSeabed website that will highlights SDB data methods, to bring consistency in publishing data. It is noted that detailed international standards are being put together by EOMAP, so AusSeabed will provide minimum guidelines.

    o AHO/Nigel will report comparison stats between SDB and multibeam data to guide use.

- A similar information page could be put together for LIDAR bathymetry as standards are already published and good statistics exist against multibeam data. RT-S notes that a statement should be included on the role of SDB and LIDAR in seabed mapping efforts.

- One of the ASB workshops will be a masterclass to facilitate the integration process of data contributors, both at data provider level (i.e. submit to an agency that will manage data for them) and contributing hub level (i.e. manage their data and make them accessible through the ASB data hub). This activity is to help reach critical data mass on the Portal. It will assist in building an understanding of the maturity level of interested contributing hubs.

    o AusSeabed needs to be careful not to create multiple mechanisms for connection, but provide a solution that everyone conforms to.

    o The SC advised that the decision to hold the masterclass should be carefully considered with respect to whether AusSeabed is ready for more contributing hubs.

- The national reference surfaces have been developed to CSIRO/AHO guidelines. AHO just needs to release the surfaces. Reference surfaces will be validated by AHO/CSIRO before release. The publication of guidelines and surfaces could be published earlier than the work plan suggests.

Improve the curation and delivery of seabed mapping data

- Priority goes to connecting contributing hubs that have invested in the AusSeabed program including AAD/CSIRO/GA/AHO. DoT and IMSA have also been flagged for connection as some of the initial industry data pathways. In addition, scoping work with Woodside has been proposed following productive discussions at the APPEA conference.

- Assessing the maturity status of connecting hubs is a priority. Scoping needs to be done to identify the hubs that can integrate with minimum effort and resources. These hubs will be prioritised to provide greatest return on investment.

- The preliminary FTE associated with the AAD contributing hub is too high considering that the data processing functionality is not likely to occur within the first year. AAD is a high priority funding partner so we will need to work closely with them to ensure that their needs are met.

- The AHO/HIPP AWS connection FTE allocation is set to increase

- If a single platform solution is possible to connect multiple contributing hubs, then it might provide an avenue for cutting back on the expected resource over allocation. Geoff will have input with Neal, Nat, and Josh on this work.

- NT to discuss how to streamline AHO data delivery. AHO are looking at ways to cut down FTE effort on data contributions. FTE may be less than has been outlined in the work plan.

- 3D seismic data is in areas with low or no bathymetry data. Project agreement has already been put in place with UWA. The project will pull the first return signal to convert 3D seismic data to bathymetry. There are 360 datasets that will be processed across 2 years.

- QAX phase 2 should be reconsidered. AusSeabed could concentrate on uptake or feedback rather than try to develop the software further with limited technical resources.

- SC would like to better understand scope of SDPE. Part of the AusSeabed workshop should be to expose detail and get input. From this the SC should advise if this program of work is the best way to spend resources that might be allocated, say, to the integration of contributing hubs.

- There may be an overlap under infrastructure development. L2/L0 data could be cut, some of setting up the processing for L0-L3 is already covered in GMRT-AusSeabed so an individual line item is not necessary. Infrastructure options should be scoped, and costs modelled, to ensure the most cost-efficient solution is embraced. I.e., AusSeabed will not have the funds to house all L0 data in AWS S3.

Action SC.9.8 Geoff to work with Nat, Josh, and Neal on scoping for contributing hubs effort, platforms, and Master Class.

Action SC.9.9 Produce guidelines for SDB and LIDAR bathymetry to inform users on the ASB website.

Action SC.9.10 Attend AusSeabed workshop on Seabed Data Processing Environment and provide input into the scope of the work.

Action SC.9.11 Finalise ASB work plan and develop overview document for next year's work plan.

6 Australia-U.S. Ocean Mapping Implementing Arrangement

In August 2020, Australia and the United States of America held a Joint Commission Meeting (JCM) for Science and Technology Cooperation between the two countries. This meeting included a session on ocean mapping driven by the countries' mutual interests in advancing ocean exploration to realise the full potential of an environmentally sustainable blue economy. Following this meeting, a small working group was established to progress the agreement.

An update was provided by NT to the SC on the development of an AUS-US bilateral arrangement which would primarily involve the National Ocean and Atmospheric Administration, GA, and CSIRO. The agreement will set out how AusSeabed can move forward on collaborating with the US in the pacific region and how the nations might collaborate with data collection and sharing.

- KP noted that the goal is for the two nations to work on mapping the seabed together. A proposal should be prepared for June next year to use MNF jointly with US to map an area contributing to global "map the gaps" efforts.

- A workshop to progress the arrangement has been proposed for September.

- The arrangement will include the engagement of national ministers from both countries and is an excellent opportunity to build program familiarity with senior government officials.

7 AusSeabed Annual Workshops

AusSeabed holds a community annual general meeting and workshop that usually coincide with the AMSA conference. Following on from the success of the 2020 online seminar series format, a decision was made to continue with a pair of online workshops that also cover the AGM needs, and the opportunity to workshop some of the current ASB pieces of work.

In addition, the burgeoning collaboration between the USA and Australia (being formalised under the Australia-U.S. Ocean Mapping Implementing Arrangement), will require a workshop in the latter half of this year to discuss data, data management, and technology.

There is also the potential for a workshop on National Areas of Interest to be held during September (subject to a successful funding bid), and AusSeabed need to consider whether to put forward a symposium for Hydro21 in November.

Outcome Sought: To seek guidance from the SC on the agendas for the upcoming annual workshops.

- **Tim Ingleton volunteered to take over as the Program Theme lead for the Outreach, Engagement and Training**. Over the next two-months he will help develop an AusSeabed engagement strategy for the coming year.

- Other potential agenda items raised by the SC

    o Scoping workshop on AusSeabed infrastructure including SDPE and contributing hubs.

    o Information on the portal and how it benefits end-users.

        ▪ There have been many engagements focusing on this topic (interviews, workshops, and surveys) mostly to inform the scoping of the future portal interface. This engagement should be thoroughly reviewed before more surveys/workshop sessions are held.

    o AusSeabed needs a citation for portal use to track data use and impact. Workshop could advise on how to cite AusSeabed portal use.

    o A session focused on examples of what data products will look like to help non-technical end-users understand current and future portal capability. These examples could be included in upcoming AusSeabed promotional videos to boost end-user interest and engagement.

        ▪ SC suggests focusing on a small area to demonstrate capabilities. GMRT-AusSeabed aims to achieve this, but the idea can be extended to other ASB products.

    o Decision made that AusSeabed will work with AHO as part of the HydroScheme workshop to promote the Survey Coordination Tool.

    o A suggestion was raised to include interactive questionnaires before workshop topics on the value of AusSeabed and existing user knowledge of AusSeabed tools and infrastructure.

    o It was suggested that AusSeabed consider moving back to AMSA associated annual workshops and AGMs.

Action SC.9.12 Enter future engagement dates into the ASB engagement calendar.

Action SC.9.13 Provide advice on what end products would best meet the needs of non-technical end-users, and how best to communicate these capabilities to emerging stakeholders.

8 AusSeabed Acknowledgement Procedure

KP discussed how collaborators contribute to AusSeabed infrastructure, data, communications, and outreach while the AusSeabed Executive Board provides seed funding to the program and the steering committee provides strategic direction to the work themes. The collaborative nature of

AusSeabed means that we need to consider copyright, licencing, ownership, and intellectual property as well as proper acknowledgement of contributions to collaborative work. Another issue that needs to be addressed in the future is assigning persistent identifiers and citations (when appropriate) to track products and their impact.

- o The SC confirmed that unless specific contributions from individuals were made then the presenter's name followed by on behalf of AusSeabed provides sufficient acknowledgement of the program collaborators.

- o A question was raised on whether AusSeabed should consider non-commercial software licences. From the perspective of AHO, they do not want any of their data to be used to make navigational charts. GL commented that the Creative Commons licence removes liability for further products from the publisher.

- o It is essential that the Data Portal attribute the data sources correctly to facilitate downstream licence conversations.

- o AusSeabed does not have the resources to oversee licencing issues, which is why open licences are favourable.

- o The question was raised as whether the CC-BY licence guaranteed royalty free downstream use of AusSeabed data, and the SC decided that clarification would be sought during the Contributing Hub masterclass workshop.

Action SC.9.14 KB to pass on licencing discussion minutes and recording to Nat/Neal. Outcome on licencing decision will be reported to the SC next meeting.

9 First Nations Collaboration Strategy

AL presented on the progress of AusSeabed's First Nations Collaboration Strategy. The purpose of the First Nations Collaboration Strategy is to provide guidance to the Australian Seabed mapping community on how to engage and plan collaborations with First Nations peoples when conducting marine work.

This work involves a high-level positioning document on how AusSeabed has the intention to engage with First Nations peoples and explore how it can assist. The second work item proposed is a collaboration strategy that could directly involve Aboriginal and Torres Strait Islander Peoples and the AusSeabed community to establish best practices for engagement surrounding seabed mapping activities.

Summary of discussion:

- AusSeabed would like to increase visibility around the positive impact AusSeabed data may have to some First Nations peoples by producing case studies.

- It was agreed that we should produce a high-level statement about AusSeabed's intention soon.

- AusSeabed needs to consider how it can assist seabed mappers and First Nations peoples to engage effectively and appropriately. This might include establishing a contact database within AusSeabed to help streamline the process.

- The SC was made aware that there are lots of legal considerations on any traditional ownership claims.

- Parks Australia is already undergoing a similar process of contact compilation and the best engagement strategies through governance mechanisms. The NESP hub are also putting effort into this space as have WA DoT. This is an opportunity for potential collaboration. This part of the project will take a lot of time and it was agreed that the process should not be done in isolation by AusSeabed.

Action SC.9.15 AL, TI, RT-S and CS to proceed with the First Nations position statement and prepare it for review by the Executive Board. Should also progress discussions about contact compilations and the First Nations collaboration strategy.

10 Next Meeting & Other Business

- The SC endorsed an Early Career Ocean Professional (ECOP) representative to participate in AusSeabed Steering Committee on a trial basis. The ECOP will assess and write the roll and responsibility process and Election SOP for this role. An out of session vote will be performed by the SC to elect this role.

- The ten-year work plan will be progressed later. Discussion from today's meeting will inform this 10-year plan. IP put up hand to continue to help with 10-year plan

- The next meeting is to be held during November. Potential items on the agenda are the Ten-Year Work plan, First Nations Engagement, review of the TOR and the Communications and Engagement Strategy.

Action SC.9.16 IP and KP to progress the AusSeabed 10-year work plan.

Action SC.9.17 KP to have discussions with GL and RC to clarify their role in the SC and discuss any items with them.

Action SC.9.18 KB to Run Inaugural ECOP nomination and election process

Action SC.9.19 Schedule next SC meeting for November 2021.

Action SC.9.20 Schedule bi-monthly meetings with program theme leaders, Chair, and Vice-Chair.

Meeting closed 1558

Appendix A: Agenda

Date: 14th July 2021

Venue: Virtual

Time: 1100 – 1600 AEDT

Coordinators: Kim Picard, Aero Leplastrier, Kimberlee Baldry

10.1 Agenda

Time	Item	Action	Lead	Duration	Paper
Introduction					
1100	Welcome		KP	30 mins	N/A
	1. New SC appointments 2. Action List and progress	Update	KB		No
	3. Chair and Vice Chair election	Elect	AL	20 mins	No
	4. Progress update and annual report 2020/21	Review	KP/KB	40 mins	Yes, App A and B
12:30	Lunch				
13:15	5. Work Plan 2021/22	Discuss	KP	45 mins	Yes, App C
	6. AUS-US arrangement	Inform	NT	15 mins	No
	7. Upcoming Workshop agendas	Endorse	AL	30 mins	No
14:45	Break				
1500	8. Acknowledgement	Discuss	KP	30mins	TBC
	9. First Nations Collaboration Strategy	Discuss	AL	15mins	Yes, App D
1545	10. Other Business ECOP rep nomination 10 Year Plan Next meeting mid-November Others	Discuss	KP	15 mins	No
1600 End of meeting					