Meeting Decisions and Actions

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| Meeting date | 17/12/2020 |
| Time | 2-4pm |
| Venue | Conference call |
| Attendees | Heiko Philippi (MPI), Enrique Pardo (DOC), Shaun Weston (DOC), Vaughan Stagpoole (GNS), Jenny Black (GNS), Deborah Burgess (MFE), Oliver Wade (Marlborough District Council – Local Gvt Rep), Jochen Smidt (NIWA), Barb Hayden (NIWA), Anna Meissner (LINZ), Rachel Gabara (LINZ, Chair) |
| Apologies | Stephen Hunt (Waikato Regional Council – Local Gvt Rep Rep), Sorrel O'Connell-Milne (Environment Southland Regional Council - Local Gvt Rep), Te Aomihia Walker (TOK), Paul Trudgian (NZDF) |

Discussion items

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|  | Description |
| 1 | Minutes of the previous meeting accepted. A few standing actions remain open. |
| 2 | PCE role & investigation on marine challenges (Geoffroy Lamarche, Chief Scientist for the PCE)As an independent Officer of Parliament, the Parliamentary Commissioner for the Environment (PCE) has broad powers to investigate environmental concerns. He is directed to produce independent reports on environmental issues and provide recommendations that will maintain or improve the quality of the New Zealand environment. The PCE is interested in environmental issues where outcomes from his investigation can lead to changes in environmental laws or policies. The next investigation is scheduled for June/August 2021. There is therefore opportunity for the NZMGI-Working Group to discuss marine challenges and concerns and bring them to the PCE's attention. |
| 3 | Minister for Oceans and Fisheries (All)The plans for the Minister for Oceans and Fisheries are still unclear. However, a few organisations directly reporting to the Minister are represented on the SG. Members of the SG are invited to report any information regarding the Minister's portfolio that might be relevant to the NZMGI-WG to the rest of the SG. |
| 4 | Road map: feedback on input and meeting minutes (All)The SG has until the end of 18/12/2020 to provide feedback on the roadmap. Following that, the roadmap will be adopted and published on the NZMGI-WG webpage. |
| 5 | Communication & Publication - NZMGI Webpage updates (GNS/LINZ)The MZMGI-WG webpage was presented to the SG <https://www.linz.govt.nz/sea/marine-geospatial-information>. Any feedback to improve the content should be communicated to LINZ. The SG discussed the possibility of NZMGI-WG have its own domain name (eg [www.nz-marine-geospatial-information](http://www.nz-marine-geospatial-information)). |
| 6 | Benefits and learnings from stocktake (MPI)Two drafts have been created. The first summarises the benefits and learnings of undertaking a stocktake. The second is a template for sponsorship request to undertake a stocktake. Both documents will be emailed to the rest of the SG following a first review by LINZ. MBIE, MFE and GNS to consider if these documents will be helpful in generating support for them to contribute to the national stocktake.  |
| 7 | Data portal survey updates (LINZ/MFE)The portal matrix has been published on NZMGI-webpage. LINZ and MFE will look at better options to publish outcomes of the portal matrix.  |
| 8 | Accessibility of inventories (DOC)DOC created an ESRI based tool to publish the MGI inventories in a more friendly way than currently published on data.govt.nz. DOC will share the link with the SG to seek feedback. The SG is planning on consulting with the WG to better understand their needs and expectations. |
| 9 | Formats & standards - updates on progress (NIWA)NIWA is progressing this work and will be reporting results to the SG by Q1 2021. Feedback from the WG will allow to better understand how the wider community can make use of the outputs (eg workshop or survey to be organised in Q2 2021). |
| 10 | AusSeaBed updates (LINZ)AusSeaBed is progressing work on metadata requirements for organisation to contribute data into the AusSeaBed Portal https://portal.ga.gov.au/persona/marine. LINZ will be discussing with Geoscience Australia how AusSeaBed and the MGI-WG could combine efforts to progress the work around standards, formats and vocabulary. |
| 11 | Reporting tool (MBIE)The reporting tool is ready to use and will be published on the NZMGI-WG webpage. Miles will be looking at potentially improving it in the meantime. |
| 12 | Webinars (LINZ)LINZ will be organising a series of webinar on MGI, starting by presenting the NZMGI-WG and the work programme. There will be opportunities for the Project Leads to present outputs of their work. Anyone is welcomed to propose other subjects for presentation. |
| 13 | User case stories (LINZ)To be discussed at the next SG meeting |
| 14 | Working Group updates (via newsletter?) (LINZ)To be discussed at the next SG meeting |

Current Actions

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|  | What | Who | When | Status |
| 1 | Investigate critical marine issues that could be the basis for the PCE's next investigation. LINZ add to Feb SG agenda.  | All | Feb 2021 | Open |
| 2 | Provide feedback on roadmap. | All | 18/12/2020 | Open |
| 3 | Provide feedback on webpage and investigate options for domain name for NZMGI-WG. | All | Feb 2021 | Open |
| 4 | Provide feedback to MPI on benefits/learnings doc and sponsorship template. | LINZ, MFE, MBIE, GNS | Feb 2021 | Open |
| 5 | Explore options to better communicate portal matrix on webpage. | MFE, LINZ | Feb 2021 | Open |
| 6 | Report on discussions with AusSeaBed | LINZ | Feb 2021 | Open |
| 7 | Publish the roadmap and reporting tool on the webpage. | LINZ | Jan 2021 | Open |
| 8 | Propose items for MGI webinars. LINZ add to Feb SG agenda. | All | Jan 2021 | Open |
| 9 | LINZ add User Case Stories and WG updates to Feb SG agenda. | LINZ | Feb 2021 | Open |

Future Actions

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|  | What | Who | When | Status |
| 1 | Plan next engagement with WG seeking feedback on MGI inventories (granularity, metadata and interface), portal matrix and what are next priorities. | All | Q2 2021 | Open |
| 2 | Invite Geoffroy Lamarche to April SG meeting to discuss next PCE's investigation. | LINZ | April 2021 | Open |