

Thursday, 19 September 2013

Appendices: Refer to the end of this protocol.

PROTOCOL TO THE ARCTIC SDI SC WORKSHOP NR 1 (MEETING NR 5)

<u>Point of time:</u>	September 17 - 18, 2013 (time 9-16)
<u>Locality:</u>	National Land Survey of Finland Opastinsilta 12 C, 00520 Helsinki, FINLAND
<u>Meeting language:</u>	English
<u>Main purpose of the meeting:</u>	Transitional arrangements before the Operational Phase – focus on Management Plan. Overviewing the present situation – focus on reported results from the TWG.
<u>Documents:</u>	Project documents & slides dealt with during the meeting are available at the Project homepage password area (Members). Slides (.ppt-files) used during presentations, are available at the the www.arctic-sdi.org website (Members area).

This document is sent to SC & TWG members and to special invited persons. Magnus Guðmundsson, the Chairman of the Board, stores the original (magnus@lmi.is). The original is also stored at Project homepage password area (Members), www.arctic-sdi.org

Participants (persons in grey prevented to participate):

COUNTRY	ORGANISATION	NAME	POSITION
<i><u>SC members:</u></i>			
Sweden	Swedish Mapping, Cadastre and Land Registration authority	Ove Palmér	<i>Project Management Group: Senior Adviser</i>
Norway	Norwegian Mapping Authority	Martin Skedsmo	<i>Chair of the SC; Project Management Group: Senior Engineer</i>
Finland	National Land Survey of Finland	Heli Ursin	Head of international affairs
Russia	Rosreestr, The Federal Service for State Registration, Cadastre and Mapping	Victor Kuznetsov	Deputy Head of Cartography and SDI Department
Russia	Rosreestr, The Federal Service for State Registration, Cadastre and Mapping	Andrey Mukhin	Leading Specialist-Expert of Division on Development of Cooperation with Social and International Organisations
Iceland	National Land Survey of Iceland	Eydís L. Finnbogadóttir	Director of the Service and SDI Division

Denmark, Greenland and the Faroe Islands	Danish Geodata Agency	Jens Peter Weiss Hartmann	Senior Adviser
Canada	NRCan	Cameron Wilson (on behalf of Ann Martin)	Manager of Mapping Information Branch <i>Skype participation</i>
USA	US Geological Survey	Douglas Nebert	Senior Adviser
Greenland	Arctic Council (CAFF)	Inge Thaulow	Special Adviser - International Coordinator
<u>Specially invited participants:</u>			
Finland	National Land Survey	Arvo Kokkonen	Director General
Iceland	National Land Survey of Iceland	Magnús Guðmundsson	<i>Chair of the Board.</i> Director General
Denmark	Danish Geodata Agency	Søren Fauherholm Christensen	Head of Department - Application - Property and Sea
Russia	FSBI “Centre of Geodesy, Cartography and SDI” (Rosreestr)	Tatiana Makarchuk	Head of Informational and Navigational Division and Member of TWG
Norway	Norwegian Mapping Authority	Helge Onsrud	Director – Centre of Property Rights and Development
Russia	FSUE “Rostekhinventarizatsia – Federal BTI” (Rosreestr)	Natalia Vandysheva	Project Manager
Sweden	Lantmäteriet/Swedish Mapping, Cadastre and Land Registration authority	Peter Nyhlén	Director, Storage&Deliveries
Sweden	Lantmäteriet/Swedish Mapping, Cadastre and Land Registration authority	Fredrik Persäter	<i>Chair of the TWG: Developer</i>
Norway	Norwegian Mapping Authority	Trond Johannessen	Senior Engineer and Member of TWG
Finland	National Land Survey	Jakob Ventin	NLS GIS expert
Finland	National Land Survey of Finland	Esa Tiainen	Senior Expert, Member of TWG
Finland	National Land Survey	Antti Kosonen	Director, Information Services

NB: Decisions taken can be found under the relevant paragraph in this protocol. The decisions are also summarized at the end of this protocol and some of them can also be found in our updated activity list – attached as Appendix to this protocol - with time schedule and appointed responsible person.

1.

Welcome by the Host

Arvo Kokkonen, Director General of the National Land Survey of Finland, welcomes all meeting participants to the Finnish head office. Concerning the Arctic SDI Project, he stressed the importance of having clear goals to work towards:

- Strong link to the Arctic Council
- Efficient and transparent organisation
- Open decision making processes
- Clear expectations on responsibilities from each participating organisation
- Transition from project towards processes

He wished everybody a successful meeting. Mr. Kokkonen participated during parts of the meeting.

2. Appointment of chairman

Magnús Guðmundsson, Director General of the National Land Survey of Iceland and Chairman of the Arctic SDI Board, is appointed as Chairman of the meeting.

3. Opening of the SC – meeting and tour de table

The Chairman opens the meeting and an introduction of each participant is made (tour de table).

4. Secretary of the meeting

Owe Palmér, Lantmäteriet, and *Martin Skedsmo*, Norwegian Mapping Authority, are appointed as secretaries of the meeting (protocol)

5. Purpose of the meeting and approval of the Agenda

The Chairman refers to the introduction words from *Arvo Kokkonen* and emphasizes the importance of clearness and transparency within the project. He notes the decision and commission from the Board (Meeting in Ottawa 20130321):

“to make a new draft Project Plan for Operational phase, before end of June 2013. To be presented at Board meeting Fall 2013. Working versions to be discussed in September at Steering Committee meeting in Helsinki. Lead PMG.”

The draft Management Plan – elaborated by PMG - is, together with the *agenda*, distributed in late June. The final draft agenda was distributed in late August and the final agenda was distributed in early September – all inputs from the SC compiled.

The Chairman stresses that this meeting is a workshop.

The agenda is viewed – no announcements under AOB - and approved.

6. The Arctic SDI – status, report from the latest Board Meeting (no 3) in Ottawa 20130321 – focus on decisions taken

The Chairman, also the Chairman of the Arctic SDI Board, reviewed the latest Boardmeeting protocol with focus on decisions.



Arctic SDI _Status Report SC meeting in Helsinki 17.-18th Sept 2013.pptx

7. Review of the previous protocol from SC4_Portland 130227-28 – focus on decisions taken and the Activity List

Owe Palmér reviewed the latest Steering Committee (SC) protocol with focus on decisions taken.

8. Presentation of the European Location Framework

<http://www.slideshare.net/ajakobsson/elf-artic-sdi>

Antti Jakobsson, ELF Technical Manager / NLS Finland, presented the European Location Framework (ELF) project. It is

13 mil. euro project 50% funded by the European Commission. 15 NMCA (of which 4 are Arctic SDI partners) are participating to the project.

Target is to create a European Geo-Information Platform, where users can find reference geo-information for pan-European, cross-border and national uses. The ELF platform will combine the national distributed services based on ELF specifications, harmonize data using geo-tools, create some new data and services (like European basemap, 1:50 000 topographic raster, Geo Locator and Geo Product Finder). The services may be utilized using an Open Source Oskari Platform or ArcGIS Online. It is envisaged that number of GIS platforms may be connected to ELF in future. First services will be published 2014. The project will run end of February 2016. ELF specifications are based on INSPIRE specifications.

9. Status report from the TWG – last activities and further progress

Fredrik Persäter, Chairman Arctic SDI Technical Working Group (TWG) gave an overview of the work done so far and status of today:



TWG_StatusReportrHelsinki130917.ppt

Status report from the TWG		
Work package	Activities	Status
C.1/7	Architecture document	Done - refer to the project plan
C.2/7	List of agreed referens data	Done - documented in Assembla
	Agreed metadata specification	Done - page in Assembla
	Joint reference data cartography	Done - document stored in Assembla
		Living document - needs to be managed
		What is the expectations for this phase from the SC? There is a first draft specification based on ExM but there is a lot of work left before we have harmonized download services. I suppose download services will be handled in the operational phase?
C.4/7	Elaborate a joint attribute specification for the reference data layers	Ongoing
		I have changed this color from green to yellow. The Russian view service is still not adjusted to the joint reference data cartography. To adjust the Russian service is very urgent and if no action is taken immediately I have to flag this activity red.
C.5/7	Establishment of view services (WMS) based on decided content specifications - refer to C2.	Ongoing
	Testing and evaluation of view services	Ongoing
		Not possible to test this from a user perspective without users
	Establishment of prototype portal (catalogue, catalogue service and viewer) components.	Ongoing
		The metadata catalogue, discovery service and viewer is in place but the metadata catalogue needs to be filled with metadata and the viewer needs a complete cascaded and cached background map
	Demonstrate prototype for user representatives	Ongoing - Still no Search and Reascue use case
		First contact established with ERMA (Environmental Response Management Application) - Interested in our maps, interest of publish metadata about their services in our metadata catalogue
	Testing and evaluation of prototype portal.(catalogue, catalogue service and viewer)	Ongoing
		Not possible to test this from a user perspective without users
	Compilation and implementation of feedback from user representatives	We need help from SC establishing the contact with stakeholder/users
		See activity "Demonstrate prototype..." I flag this red.
		Provided that we manage to set up a "harmonized" Russian view service very soon, we might be able to present a first prototype of a SDI. That means some of the central technical tools needed to visualize the infrastructure.
	Presentation of the arctic SDI	Doubtful

- The successful work of the TWG is due to the opportunity to work hands-on and pragmatic

- Designated resources which has the mandate to carry out the necessary work without the need to report every single step
- Try to create a simple and streamlined organization with short paths for decision making
- Work without prestige
- If possible extend the project period a few months

In order to create a springboard for further discussions in connection with the SC meeting on the technical part of the Management plan for the operational phase, participating TWG members carried out a brain storm meeting in connection with the SC meeting, before and afterwards.

The results are documented in *Minutes_Brainstorm_HelsinkiSept2013.doc*



10. **Workshop – Management Plan (PMG)**

The efforts during this item is by PMG planned out of a Board decision from the Board meeting at NRCan in Ottawa, March 2013:

“to make a new draft Project Plan for Operational phase, before end of June 2013. To be presented at Board meeting Fall 2013. Working versions to be discussed in September at Steering Committee meeting in Helsinki. Lead PMG.”

The draft Plan (work version to be completed by the SC) is completed in mid June and is, together with proposed agenda delivered to the SC.

a. **Overview in plenum**

PMG through *Owe Palmér and Martin Skedsmo* presents the preconditions for the work shop.



Management plan work shop.pptx

b. **Working in groups (technical issues – organisational issues – legal issues)**

During the overview in plenum (above) Denmark proposed to have the discussions in plenum. Referring to the principle to take decions in concensus the Chairman decided to take the discussions in plenum according to the Danish proposal.

Organisational issues was considered as the most important issue out of the three, technical/organisational/legal.

The earlier approved agenda is from this item totally revised.

The forthcoming discussions are summarized as follows – decions can be found at the end of this item 10.

- The Danish Geodata Agency presented a new organisational proposal, *Draft Governance structure for the next phase of the Arctic SDI*, to the SC.
- The document involves a *Draft Governance Model* as well as proposals to *Operational policies/standards* and *General Rules of Procedure*.
- The presented document was subject for discussions for the rest of the day, and it was decided that The Danish Geodata Agency was to introduce a revised version of the document at the start of day two.

- Day two started with a presentation by *Jens Peter Weiss Hartmann* of the revised version of the Governance model. This model was not accepted by the other 7 countries, and a slightly different model was presented by *Magnús Guðmundsson*. All countries were in favor of the new adjusted model except for Denmark. Denmark expressed that they didn't find that the model would be in line with the task for an efficient organisation. Denmark suggested that it should be considered to present two different models to the Board for their consideration. It was agreed that Denmark should return with a proposal within Monday 23rd of September.
- Comments from SC members on the distributed document within one week.
- During the discussion above NRCan presented both a reference model for the discussion on the Arctic SDI, and an open Google document summing up parts of the organisational discussion. The Google document is to be found on <https://docs.google.com/document/d/1-ziMvLPdx9pIA4WE-8xoslhQ6SvM36hbPwnAbDYFfDQ/edit?usp=sharing> Please find the reference model here:



ASDIReferenceModelHelsinki_Canada.pdf

- Legal issues including licensing questions are discussed shortly and it is noted that the Arctic SDI needs to look further into agreements on the use of the existing reference data.
- The PMG are requested to investigate this with each member country of the Arctic SDI within the next weeks.

Decision 1 (§10):

It is decided to carry out the planned work as a meeting instead of a workshop and to take all discussions in plenum – the agenda is then revised.

Decision 2 (§10):

It is decided to focus on organisational issues regarded as most important.

Decision 3 (§10):

It is decided that The Danish Geodata Agency will complete their proposal with input from plenum discussions – the compiled document shall be distributed to the SC on September 23. Comments from SC within one week.

Decision 4 (§10):

It is decided that PMG through *Ove Palmér and Martin Skedsmo* immediately will start to establish contact within each member country on how to move forward on the issue concerning licence questions.

11. **AOB**
No AOB are announced.

12. **Summing up the meeting**
The decisions taken are briefly reviewed.

- 13. Confirmation of time and place for the next meeting**
Søren Fauverholm Christensen, Danish Geodata Agency, invites to Copenhagen early 2014 (January) depending on Board meeting decisions at USGS on October 17, 2013.

- 14. Closing the meeting**
 The Chair thanked everyone for a productive meeting with many open discussions. He thanked Heli Ursin for her hospitality at NLS and wished everyone a safe journey home. The meeting was closed.

Decision Nr	Decision	Lead	Date due
Decision 1/§10	It is decided to carry out the planned work as a meeting instead of a work shop and to take all discussions in plenum – the agenda is then revised.	Chairman	Ongoing meeting
Decision 2/§10	It is decided to focus on organisational issues regarded as most important.	SC Members	Ongoing meeting
Decision 3/§10	It is decided that The Danish Geodata Agency will complete their proposal with input from plenum discussions – the compiled document shall be distributed to the SC on September 23. Comments from SC within one week.	Jens Peter Weiss Hartman	September 23, 2013
Decision 4/§10	It is decided that PMG through Owe Palmér and Martin Skedsmo immediately will start to establish contact within each member country on how to move forward on the issue concerning licence questions.	PMG through <i>Owe Palmér and Martin Skedsmo</i>	Immediately

Appendix:



Kalkylblad i ASDI_Action List_March20_2013sept.xlsx

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