

MEDIN Standards Working Group Remit:

Objective:

To establish and secure the widespread use of standards needed to support the findability, accessibility, and interoperability of data and information leading to efficient exchange and reuse. The Standards Working Group (SWG) is responsible for the MEDIN Discovery Metadata Standard, MEDIN tools, and the data guidelines, and has governance over certain MEDIN controlled vocabularies.

Rationale:

A full range of standards are required to allow users to locate, assess and use the marine data sets they need, to provide guidelines for the generation and preparation of data according to recognised standards and best practice, and to help partners meet their obligations under the EU INSPIRE directive and UK GEMINI. The standards will cover, in an order to be agreed with reference to sponsors' priorities:

- Discovery metadata – broad summary level descriptions of a dataset that allow the user to locate data sets of interest.
- Re-use metadata – the more detailed metadata associated with any dataset that is needed to decide whether it is fit for purpose, including guidance on the preferred format of the actual data where appropriate.

Terms of Reference:

- Maintain an overview of standards and standard related initiatives relating to marine environmental data. This includes the EU INSPIRE Directive, UK GEMINI, UK Marine Monitoring and Assessment Strategy (UKMMAS) protocols group and Biodiversity Data and Information Group (BioDIG), and EMODnet, among others.
- Maintain contact with upstream guidelines for data collection standards including the UK Centre for Seabed Mapping (UKCSM) and UK GEMINI working groups.
- Advise on standards related issues and provide collaborative links with other national and international marine/environmental data standards initiatives.
- Identify existing standards which are available and should be promoted further across the community as 'MEDIN approved'.
- Identify gaps in the available standards and, informed by the other working groups within MEDIN and the sponsors requirements, identify the priority areas that should be filled.
- Develop a strategy and plan for filling the gaps identified and monitor progress towards the delivery of this.
- Publicise and promote the use of MEDIN approved standards in the marine community.

- Review the uptake of the standards promoted with data generators and users and identify any additional action required to encourage adoption.
- Identify any issues which will affect delivery of a coherent suite of standards and where necessary raise these with the MEDIN Executive Team.
- Govern and curate controlled vocabularies used by MEDIN
- Advise on MEDIN workshop schedules and content.

Expectations of group members:

- Membership will be across all devolved administrations and represent a balance between users of standards and technical expertise.
- Respond promptly to meeting date polls, queries, and requests for feedback.
- Participate working group meetings.
- Aim to attend at least two meetings per year.
- Complete actions within a reasonable timeframe.
- Review and give feedback on proposed updates to the MEDIN Standard.
- Highlight any issues or ambiguities identified with the MEDIN Standard.
- Volunteer for User Acceptance Testing of tools when requested if their schedule allows.

Meeting Schedule:

The standards working group will meet four times per year, with three meetings online and one hybrid.

Reporting:

The group reports progress to the MEDIN Executive Team every quarter.