



INSPIRE

Infrastructure for Spatial Information in Europe

Proposed action for update of MIWP: Drafting of "Master Guidelines" for the INSPIRE directive

Type	MIWP Action fiche
Creator	DG ENV
Date/status/version	20/11/2017 / DRAFT / version 0.3
Addressee	MIG
Identifier	MIG/7/2017/DOC9

Description

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- Requested actions:** The members of the MIG are invited to:
- Take note of the document and discuss it at the 7th meeting of the MIG;
 - Endorse the document at the MIG meeting

Drafting of "Master Guidelines" for the INSPIRE directive

Title	Drafting of "Master Guidelines" for the INSPIRE directive			
ID	2017.1			
Status	<input checked="" type="checkbox"/> Proposed	<input type="checkbox"/> Endorsed	<input type="checkbox"/> In Progress	<input type="checkbox"/> Completed
Date of last update	2017-10-24			
Issue	<p>As outcome of the "fitness for purpose" activity (MIWP 2016.1), it was agreed that it would be useful to prepare overarching "master guidelines" to address some cross-cutting and principle issues and make the obligations of the INSPIRE Directive more accessible to its users (see DOC3 of the 6th MIG meeting).</p> <p>So far, there is large library of technical guidelines (TG) which complement the legal obligations set out in the Directive and the Implementing Rules. The TG documents map the abstract legal requirements to one or several technical solutions and standards and give detailed implementation instructions for the chosen base standard or technology. In some cases, several alternative options are provided, based on different base standards. In addition, the TGs also include recommendations, which are to help implementers to take decisions where the underlying base standard is flexible and allows different options. However, some more principle flexibilities in the interoperability context have not been discussed in detail, e.g. the concept of "harmonisation where practicable".</p> <p>For a wider community of experts which is in one way or another tasked with implementation tasks (e.g. at regional or local level in Member States or in specialized thematic expert communities which want to use INSPIRE as a tool), the sheer amount and technical language of the Technical Guidelines can be overwhelming. At the same time, the level of detail and concrete implementation examples are appreciated by many implementers. It would be difficult, time consuming and also not meaningful to review, let alone re-draft the existing stock of TGs into a language that is more easy to understand and that would take account of all the possibilities to apply the INSPIRE rules in a more flexible manner.</p> <p>Hence, the suggestion that came up was that simpler, shorter and more general "master guidelines" or "Starter's Guide for INSPIRE" could be developed¹. The aim would be to describe the minimum obligations in a more easy to understand manner, point out the flexibilities, make reference to more detail TGs and other documents. Most importantly, this "master guide" would argue mainly on the basis of the benefits and added value for users to apply the INSPIRE framework and not the legal and technical obligations or recommendations. This idea should be based on existing work on making the content of the Implementing Rules and Technical Guidelines more easily accessible. Moreover, a set of frequently asked questions should be added and extended over time in order to help users in the implementation.</p>			
Proposed action	Prepare simple "master guidelines" (Working title: "Using spatial data for better policy – the benefits of the INSPIRE Directive") focusing on the added value of applying the INSPIRE framework. A first outline of the document is enclosed.			

¹ Similar guides in other policy areas exist, e.g. [nature, water and marine](#).

	<p>The action should also explore whether/how infographics, interactive online versions and/or Massive Open Online Courses (MOOCs) could be used in addition to a traditional document. It should also contain a set of frequently asked questions building on what is already available.</p> <p>The Master Guidelines should also follow a two-tiered approach: a common European product consisting of a general set of messages and information and empty spaces where each national authority can decide to put in their own type of documents that may already exist adapted to language requirements, national legislation and specific situation.</p>
Link to REFIT evaluation	Specific proposed action to "assist the Member States in applying and implementing the INSPIRE Directive (simplification of use), e.g. by the use of common tools, and promote priority setting together with the Member States " (page 12 of COM(2016)478).
Links & dependencies	<p>Dependencies:</p> <ul style="list-style-type: none"> • None <p>Links:</p> <ul style="list-style-type: none"> • None
Organisational set-up	<p>This activity will be carried out as a close collaboration between EC institutions and MIG members.</p> <p>DG ENV, with JRC and EEA support, will, based on the enclosed outline,:</p> <ul style="list-style-type: none"> - Prepare content and main text elements of such a document; - Consult a dedicated sub-group; - Ensure the review and final editing of the document by communication experts. <p>A dedicated MIG temporary sub-group (drafting group) led by DG ENV and coordinated and supported jointly by JRC and EEA is suggested.</p> <p>The drafting group prepare the core document in several meetings during 2018 or via electronic exchange. The first meeting will be scheduled in Feb/March 2018.</p> <p>Consultation of the MIG in writing and in the meeting of June 2018 will be envisaged. MIG-T will be regularly informed about the work and can provide inputs and suggestions via MIG members. The aim is to finalise this document in Sept/Oct 2018 and then make it subject to an editorial and language revision so that the final version can be endorsed by the MIG in Dec 2018.</p>
Lead	DG ENV leads this activity in close cooperation with the JRC, EEA and the drafting group.
Scope	<p>The scope of the action that falls under "Working area 1: <i>Fitness for purpose</i>" is to develop a simple "master guidelines" focusing on the added value of applying the INSPIRE framework (see above). A possible working title could be: "Using spatial data for better policy – the benefits of the INSPIRE Directive"</p> <p>These guidelines should be developed by policy, legal and communication experts and representatives from user communities (different from the "typical" INSPIRE implementation communities). It should avoid complex documents, have a visual documentation (diagram, flowchart, infographic ...) and provide the right level of accessibility to a larger group of possible users. The mandate should include a testing and calibration phase with the target user group. It should also contain a set of frequently asked questions building on what is already available.</p>

Tasks	<p>The following tasks will be carried out:</p> <ul style="list-style-type: none"> • Develop an outline (based on the enclosed document); • Share and extend the set of frequently asked questions; • Collect existing material (e.g. diagrams, infographics, text elements from the INSPIRE knowledge base, ...) • Draft text elements. • Once the text is finalised, explore whether/how infographics, interactive online versions and/or Massive Open Online Courses (MOOCs) could be used in addition to a traditional document. 	
Outcomes	<ul style="list-style-type: none"> • Master Guidelines (document) • Master Guidelines (additional representations) 	
Proposed Impact	<input type="checkbox"/> Technical Adjustment / Bug Fixing <input type="checkbox"/> Technical Improvement / Development <input checked="" type="checkbox"/> Practical Support for Implementing Process <input type="checkbox"/> Cost Reducing Effect for Implementing Process <input checked="" type="checkbox"/> Direct Support on Policy-Making / - Activities	
Timeline	Date of Kick-off: <i>January 2018</i>	
	The final draft of the document will be available before the end of 2018.	
Required human resources and expertise	Policy and legal experts from the DG ENV, technical experts from JRC and EEA and implementation experts from the Member States will prepare the core text. Communication experts will be consulted by DG ENV at the end of the process.	
Required financial resources	None.	
Risk factors	Overall risk level of the action	Risk factors to be considered
	<input type="checkbox"/> High <input type="checkbox"/> Medium <input checked="" type="checkbox"/> Low	<input type="checkbox"/> Missing Resources <input type="checkbox"/> High Complexity <input type="checkbox"/> Interdependencies with other Actions Others:

Annex – Initial draft outline for master guidelines

Working title: "Using spatial data for better policy – the benefits of the INSPIRE Directive"

Foreword

0. Executive Summary (2 pages)

1. Introduction (1 page)

2. Purpose and benefits of regulating spatial data management (1 page)

3. The INSPIRE Directive in a snapshot – key obligations (2 pages)

4. Specific objectives and deliverables (Structure: What? Why? How?)

4.1 Promoting open data (2 pages)

4.2 Identifying and documenting spatial data (2 pages)

4.3 Setting up spatial data services (2 pages)

4.4 Facilitating spatial data sharing and re-use (2 pages)

5. Adaptability, flexibility and the user-driven implementation (2 pages)

6. Support, guidance, tools and training at EU level (3 pages)

7. Examples of good practices (3 pages)

8. Conclusions and outlook (2 pages)

Annexes, as appropriate

Include also in the annex a list of frequently asked questions