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| 2017.01 | To send a formal letter asking EuroGOOS to disseminate the observations requirements identified for the workshop to appropriate parties, including EOOS and EMODNET.  Glenn Nolan reply: “We will use all avenues available to raise these important issues.” | John Siddorn and  Co-Chairs | End 2017 | done |

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| 2017.02 | To organise a web-conference in order to decide the best way to get feedbacks on the fitness-for-purpose of the CMEMS products for MSFD assessments and to start an inter-comparison of the different approaches, methodologies and tools used through the NOOS members in their respective MSFD assessments. The creation of a temporary working group could also be discussed. | E. Garnacho, J. Siddorn and  S. Legrand | First half 2018 | Open |

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| 2017.03 | To collate the expectations of the different NOOS members on the ideal relationship that NOOS should keep with CMEMS. These expectations should be synthetized in the NOOS strategy document | Steering Group | First half 2018 | Open |
| 2017.04 | To facilitate the engagement of the NOOS community in the CMEMS activities for User Uptake, Training and R&D. This should at least be done by advertising call for tenders and projects. | John Siddorn | Continuous task | Open |
| 2017.05 | To report to the CMEMS Science Advisory Committee that the numerous limitations associated to the current tender framework (administrative burden, strong IPR rules, limitation to 150.000€ on 18 month, obligation to maintain the activities well after the end of the contract, obligation to support the cost of translation of several documents from English to French by a sworn interpreter…) do prevent or strongly discourage ROOSes to submit tenders for the User Uptake, Training and R&D calls. | Glenn Nolan | January 2018 | Open |

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| 2017.06 | To incorporate in the survey the suggestions made by the assembly, including a new section on the relation between NOOS and CMEMS | Sebastien Legrand | January 2018 | Open |
| 2017.07 | To send the survey to all members | Sebastien Legrand | February 2018 | Open |
| 2017.08 | To analyse survey results and draft main lines of the new NOOS strategy document | Steering group | May 2018 | Open |
| 2017.09 | To write the new NOOS strategy document | Steering group | Before summer break 2018 | Open |

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| 2017.10 | To write the ToRs of the working group according to the new euroGOOS template, including the list of participants, objectives, tasks and indicative Gantt chart | Each NOOS WG and project leader | Before summer break 2018 | Open |

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| (2017.10) | To write the ToRs of the working group, including the list of participants, objectives, tasks and indicative Gantt chart | Christine Pequignet and the WG members | Before summer break 2018 | Open |

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| (2017.10) | | To write the ToRs of the working group, including the list of participants, objectives, tasks and indicative Gantt chart | Marc Phillipart and the WG members | Before summer break 2018 | Open |
| 2017.11 | To circulate the exact coordinates of the new list of stations used in the BMA. This list should also include Fino1 and 3 | | Marc Philippart | Before summer break 2018 | Open |
| 2017.12 | To study the feasibility of an alarm service in case of extreme high and low level forecast | | Marc Philippart | Before annual meeting 2018 | Open |
| 2017.13 | In order to attract interest of MI, to develop a demonstration case with a station at risk of flooding for which there is no tide gauge (e.g. Cork) | | Marc Philippart | Before annual meeting 2018 | Open |
| 2017.14 | To redistribute all the BMA forecasts via a ftp site | | Marc Philippart | Before annual meeting 2018 | Open |

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| (2017.10) | To write the ToRs of the working group, including the list of participants, objectives, tasks and indicative Gantt chart  To be discussed: the objective of the working group could shift from the exchange of sea level observation (activity also done in the framework of the NOOS data portal) to the production of synoptic maps to be displayed on the NOOS website. | Jacob Nielsen and the WG members | Before summer break 2018 | Open |
| 2017.15 | UK met office should implement a ftp box to exchange sea level observations | John Siddorn | ASAP | Open |
| 2017.16 | To develop a synoptic map with sea surface anomaly (surge) | Jacob Nielsen | Annual meeting 2018 | Open |
| 2017.17 | In case of missing observations, to study the feasibility of display BMA forecast on the synoptic maps (both for sea level and sea level anomaly maps) | Jacob Nielsen with the help of Marc ? | Annual meeting 2018 | Open |

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| (2017.10) | To write the ToRs of the working group, including the list of participants, objectives, tasks and indicative Gantt chart | Caroline Gautier and the WG members | Before summer break 2018 | Open |
| 2017.18 | To clarify the conditions and feasibility to add CEFAS wavenet data in the WG. | Caroline Gautier and on Jon Rees | Annual meeting 2018 | Open |

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| (2017.10) | To write the ToRs of the working group, including the list of participants, objectives, tasks and indicative Gantt chart | Caroline Gautier and the WG members | Before summer break 2018 | Open |
| 2017.19 | To extend the BMA/Matroos to waves forecast. | Caroline Gautier, Marc Philippart and WG members | Annual meeting 2018 | Open |

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| (2017.10) | To write the ToRs of the working group, including the list of participants, objectives, tasks and indicative Gantt chart | S. Legrand and the WG members | Annual meeting 2018 | Open |
| 2017.20 | To update the webpage of the NOOS working group on drift (last update seems to have been done in 2013) | S. Legrand and the WG members | ASAP | Open |
| 2017.21 | To submit a proposal at the next CMEMS User Uptake | S. Legrand and the WG members | January 2018 | done |

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| 2017.22 | To find a new leading scientist for the River discharge exchange project. This new leader will be in charge of re-energising the project and liaise with EMODNet-physics, e-Hype developers,…  Potential candidate could come from SMHI. Jacob Nielsen has also expressed some interest in the position. | NOOS steering group | Annual meeting 2018 | Open |
| (2017.10) | To write the ToRs of the working group, including the list of participants, objectives, tasks and indicative Gantt chart | The new leader | Annual meeting 2018 | Open |

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| 2017.23 | To send to the steering group the list of participants to each task teams | Glenn Nolan | ASAP | Open |
| 2017.24 | To identify and contact one NOOS ambassadors in each task team. | Steering group | SG meeting | Open |

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| 2017.25 | To contact IBI-ROOS co-chairs to discuss the possibility to co-locate the NOOS and IBI-ROOS annual meeting. The idea is to organise a half-day workshop on the possible synergies between the 2 ROOSes. | Co-chair | First half 2018 | Open |