



Report of the 54th Session of the IALA Council

3 - 7 December 2012

Executive Summary

- The 2013 Budget was approved (7.1);
- Approval was given for a new task for the e-NAV Committee to produce a paper on the reliability of AIS when used in court (9.2.4);
- Draft Guidance documents from the Committee's and the WWA were approved (9 & 10):
 - 8 Guidelines, 3 Recommendations, 9 Model Courses and 2 workshop proposals.
- National membership was approved for ANAM (Agence de la Navigation Maritime); Guinea, Administration of Shipping & Ports; Israel and Port Autonome d'Abidjan; Côte d'Ivoire (Ivory Coast) (15.1);
- Two new Industrial members and one Associate membership applications were approved (15.1);
- The implementation of IALA Recommendation E.141 Ed.2, including the grandfather clause, lies with competent authorities (9.5.5);
- IALA National Members are invited to provide AIS data before and after when they implement change in their AtoN, for evaluation of causation factor of such aid(s) (9.8);
- Council endorsed the 3rd Board meeting report, which includes the action plan for 2013 and the creation of a Technical Co-operation Fund Operating Reserve within the Academy budget (10);
- The Council noted with satisfaction the support received by The Academy from many Parties and the interest shown by IMO on this IALA initiative (10);
- The IMC would consider sponsorship of delegates to the 2014 Conference, as would the WWA. IMO will also be asked if it will repeat the generous sponsorship it provided at VTS2012.
- The Academy will provide the Spanish Councillor with a draft programme for a one day or one day and half briefing, taking place the Saturday and Sunday before the Conference, dedicated to the IALA WWA which would be delivered in English, with Spanish interpretation (10);
- The Council noted the new definition of AIS AtoN adopted by the IMO NAV Sub-Committee (11);
- The Council noted the decision of MSC 91 to develop specific requirements for voyage planning for passenger ships during its next biennium programme (2014-2015) (11);
- Decision about the Competent Pilotage Authority Forum (9.1).

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IALA Council
54th Session

7 December, 2012

Report of the 54th Session of the IALA Council (C54)

1 OPENING

The 54th session of the **IALA Council** was held between 3 & 7 December 2012, at the NH Atlantico hotel, A Coruña, with David Gordon in the Chair. The Secretary for the meeting was Mike Hadley.

1.1 Opening remarks

The Chairman opened the meeting and introduced Snr Enrique Losada, President of the Port Authority of A Coruña, who made a welcoming address, following which he received a presentation from David Gordon.

The President then welcomed all participants, introducing members new to the meeting. He then invited the Secretary-General to introduce the recently appointed Deputy Secretary-General, Mr Michael Card.

2 APOLOGIES FOR ABSENCE

Apologies had been received from:

VAdm Enrique Larranaga*	Directemar	Chile
Mr Keijo Kostinen*	FMA	Finland
Captain Surej*	DGLL	India
Mrs Kirsti Slotsvik*	NCA	Norway
Captain Alexander Shemetov	Department of Navigation & Oceanography	Russian Federation
Mr Ousseynou Ndiaye	Port Autonome de Dakar	Senegal

* Represented at the meeting

A list of participants is at ANNEX A

3 APPROVAL OF THE AGENDA

The Agenda (C54/1 rev4) was adopted, noting some late papers, which were distributed at the meeting. A copy of the agenda is at ANNEX B.

3.1 Input papers

The list of input papers (C54/3.1/2) was noted; a copy is at ANNEX C.

4 APPROVAL OF THE REPORT OF THE 53RD SESSION OF THE IALA COUNCIL

The report of the 53rd Session of the Council was approved.

4.1 Review of Actions from the 53rd Session of the IALA Council

Actions for the Council

Action 1 is complete, with a number of members indicating that they were using their best endeavours to seek advanced planning information from IMO. It was noted that there is still the potential for a clash between the dates for the MSC meeting in May 2014 and the IALA Conference. Although IMO are already aware of the potential clash, Spain was requested to pursue the matter with IMO.

Action item

Spain is requested to liaise with IMO regarding the dates of the May 2014 meeting of MSC.

Action 2 was taken under agenda item 13.3.

Action 3 is complete. The chosen venue for the 55th session is Busan.

Actions for IALA

Action 4 was taken under agenda item 7

Action 5 is complete.

Action 6 is complete.

Action 7 was taken under agenda item 9.3.3

Action 8 was taken under agenda item 9.2

Action 9 is complete.

Action 10 was taken under agenda item 9.4.2

Action 11 was taken under agenda item 9.4.3

Action 12 is complete. The offer was turned down, due to the ANM meeting being held in Brisbane but arrangements have been made for the Chairman of ANM and the Chairman of ANM's WG1 to meet with the UKHO.

Action 13 is complete.

Action 14 is complete.

Action 15 is complete.

A list of Action items arising from the 54th Session is at ANNEX G.

5 REPORT BY THE SECRETARY-GENERAL

The Secretary General briefed the Council on recent activity of the Organisation and highlighted the following issues:

- The workload and activity of IALA is still on the increase with a very full meeting calendar and requests for IALA input into many fora.
- IALA continues to benefit from a very supportive member community, with many examples of additional assistance being provided.
- The IMO and in particular the IMO Secretary General has made mention of the important contribution that IALA is making with respect to Navigational Safety. The

IMO and IALA are expecting to collaborate on a number of important issues in the future, on both the fronts of technology development and capacity building.

- IALA has identified Governance as a strategic work area and is making a number of improvements in respect of administration and financial management.

6 NATIONAL MATTERS

Council members updated the meeting with regard to developments in their own countries. In the course of the update four presentations were made, each of which is available from the ftp server and the Council website.

6.1 UK presentation on the GLA's eLORAN programme

The presentation was made by Dr Nick Ward, General Lighthouse Authorities for UK and Ireland.

6.2 USA presentation by UrsaNav on timing backup

The presentation was made by Mr Chuck Schue, President of URSANAV.

6.3 Japan presentation by Japan Coast Guard

The presentation was made by Captain Nobuharu Kagami.

6.4 Brazil presentation by CAMR

The presentation was made by Captain Alberto Piovesana Jr.

7 FINANCIAL MATTERS

IALA and the WWA currently have separate accounts but consideration is being given to amalgamating the accounts and using two separate Cost Centres, to ensure the separate nature of the funding of the two bodies.

7.1 Budget 2013

The draft budget now takes inflation into account in both Expenditure and Income.

The recent increase in staff is budgeted for. Technical assistance is budgeted at zero and will disappear in the next budgets, this item being taken over by the WWA.

The draft budget for 2013, which shows a small surplus, was approved.

7.2 Financial Forecast 2014 - 2017

The financial forecast was presented for information and noted.

7.3 Cash flow at 31 October 2012

The Treasurer presented the situation with regard to the cash flow to the Council, drawing attention to the following items:

Income:

Incoming fees show a reduction compared to last year. This however does not mean that more Members haven't paid their fees, many of them have paid their 2012 fee in 2011. As the cash flow situation reflects money received from 1st January 2012 only, the fees paid in 2011 for 2012 do not appear.

Income from Workshops and Seminars has been very positive in 2012.

Expenditure:

Operating expenses have increased. This can be explained by the inclusion of the repayment of the capital of the bank loan taken to buy the new premises. In the same way, interest paid on the capital still due makes the bank charges higher than in previous years.

It has to be kept in mind that 2012 was not a normal year in terms of finance: there have been significant works undertaken in the complex where IALA is located, new recruitments, unforeseen redundancy, new office furniture bought for the new staff and the Academy.

General:

The cash flow situation shows a negative result, whereas the approved budget for 2012 was expecting a profit. This is due to the fact that the budget for 2012 was approved “for a normal year”, that is to say not taking into account the costs associated with IALA HQ relocation, which were presented as a separate budget. However, there is income from the WWA, for IALA services, that has yet to be included and this should result in income exceeding expenditure by the end of the year.

The Council however noticed that the expenditure line was likely to be above the income line at the end of the year, should IALA not have the Academy sharing its operational costs at a 9% level. They thought that a strategy should be implemented for the accounts.

The cash flow graph, to 31 October 2012, is at ANNEX E.

The cash flow situation as of 31st October 2012 was noted.

The Council tasked the Secretary General to review all income and expenditure and identify savings and efficiencies.

Action item

The Secretary-General is requested to review all income and expenditure and identify any savings / efficiencies that can be made.

7.4 Proposed renaming of the FAC

Taking into account the appointment of an IALA Auditor, approved at the Council's 53rd session, the Secretary General suggested renaming the Finance Advisory Committee ‘Finance and Audit Committee’. It is anticipated that audit reports would be scrutinised by the FAC and then form part of the financial report made by it to the Council. It is felt that the revised name would, therefore, better reflect the FAC's role.

The Council agreed that FAC should now stand for ‘Finance and Audit Committee’.

7.5 Recommendation to Council regarding Members in arrears

General:

The total of outstanding fees, including 2012, is close to 500,000 Euros, which is an excessive amount of money for an organization operating with a 1.6M€ budget.

Regarding National Members, a stronger procedure to encourage them to pay is needed, which may aim at governments of the countries concerned. Suspension of rights may be a good incentive for Industrial Members and is supported by the IMC.

National Members:

The FAC recommended the Council to write off the debts of the previous National Member in Panama as there no expectation that the company previously representing Panama would pay its debts, nor that the debt would be taken over by the member Government Agency.

Jamaica, Mozambique, Sierra Leone and Venezuela were seen as good tests for the new recovering procedure to be put in place.

Associate Members:

Associate Members are remarkably on time in paying their dues. None of them is in a position to be taken out the List of IALA Members.

Industrial Members:

It was decided that, in the main, defaulting Industrial members should be dealt with by the Industrial Members' Committee (IMC) but that there may also be a role for some national members to encourage payment of annual subscriptions.

7.6 Subsequent discussion

It was proposed that, in the interests of better governance, IALA strengthen its financial management by separating finance and administration. It was also requested that IALA should produce a Balance Sheet and the Treasurer said that this should be possible for the situation as at 31 October and for future financial briefings of the Council.

It was further recommended that annual subscription invoices should be accompanied by an Annual Report, which should help those receiving the invoices to appreciate why they should pay the invoice. This point was accepted by the Council and the Secretary-General undertook to provide the required report.

Action items

The Secretariat is requested to provide a Balance Sheet for the situation at 31 October and circulate it to all Council members.

The Secretary-General is requested to consider how IALA might strengthen its financial management.

The Secretary-General is requested to send an Annual report with each subscription invoice.

8 STRATEGY

8.1 Report of joint PAP / Strategy meeting October 2012

The report of the joint PAP / Strategy meeting in October 2012 was noted.

It was remarked that looking at the state of progress with the Committee's tasks, which reflected much good work, there were signs that the Committees were overloaded.

8.2 Report of Strategy meeting December 2012

Strategy Group meetings are open to all Councillors.

A report of the meeting held in the afternoon before the Council started is at ANNEX D.

The Council noted the report of the Strategy Group and endorsed the Group's decisions.

It was considered that the momentum generated during the Council meeting needed to be maintained. As a first, early step the Secretary-General was asked to clarify the terminology to be used during the development of the strategy and to produce a development timeline, circulating the results by e-mail to the Council.

Action item

The Secretariat is requested to start the process for developing IALA's strategy, clarifying any terminology used and provide a timeline, circulating the results to the Council by e-mail.

8.3 CIL input to IALA Strategy

The meeting expressed its gratitude for the valuable input provided by the Council member from Ireland, which will need to be incorporated into the developing strategy (agenda item 8.2).

9 IALA COMMITTEES AND WORKING GROUPS

9.1 Policy Advisory Panel (PAP)

9.1.1 Report of PAP24

The report of PAP24 was noted.

9.1.1.1 Competent Pilotage Authority Forum

The outcome from PAP24 was noted and promoted a lively discussion about the proposed terms of reference (ToR). A drafting group was set up under the chairmanship of Arve Dimmen to revise the proposed ToR to better reflect the views of the Council.

Following further discussion it was decided that a small drafting group would review the proposed wording of the CPAF's ToR. A revised text was considered by the Council and after further discussion it was that the revised forum was approved.

The revised text is at ANNEX F.

9.1.2 Revised meeting programme for 2012-2014

The revised meeting programme at Paper C54/9.1/2 was noted and approved, in principle.

It was noted that Spain has agreed to host the Risk Management seminar planned for 11 – 15 November 2013, although a final decision has yet to be taken about the venue.

9.2 e-NAV Matters

9.2.1 Presentation by Dr Nick Ward

The presentation focused on the importance of IALA participating in the S-100 GI Registry and the impact that this would have for IALA resources. The presentation was much appreciated and received the warm thanks of the Council.

Following the presentation there was a short discussion about whether IALA should provide user requirement guidance for its members on eLORAN and consider hosting a forum for those interested in resilient PNT&F (position, navigation, time and frequency) recognising that resilient PNT&F went beyond maritime requirements and that maritime needs may be considered less significant than those of other users, it was decided to keep these thoughts under review. However, the Secretary-General was requested to make a proposal to the 55th session of the Council (C55) about the possibility of a forum.

Action item

The Secretary-General is requested to consider the feasibility of IALA hosting a forum on resilient PNT&F and report to C55, if necessary with a proposal.

9.2.2 Report of e-NAV12

The report from e-NAV12 was noted.

9.2.3 Proposed revision of the e-NAV Work Programme

The proposed revision of the e-NAV Work Programme was approved.

9.2.4 Proposed new Work Item

The LAP's proposal for a new work item on the production of a paper by technical experts on the reliability of AIS data for use in courts was considered and approved.

9.2.5 S-100 Product Specification Workshop proposal

The proposal for the workshop was approved.

9.2.6 Information Paper on IALA participation in the IHO GI Registry

The Information Paper on IALA participation in the IHO GI Registry was approved.

9.2.7 Draft Guideline on Procedures for the Management of the IALA Domains under the IHO GI Registry

The draft Guideline on Procedures for the Management of the IALA Domains under the IHO GI Registry was approved.

The Council expressed its gratitude to Dr Ward for the preparation of this document. In response, Dr Ward remarked that he had not been alone in producing the document.

9.2.8 Draft Guideline on an Introduction to Preparing S-100 Product Specifications

The draft Guideline on an Introduction to Preparing S-100 Product Specifications was approved.

9.2.9 Liaison Note to ITU-R Working Party 5B - WRC-15

The liaison note to ITU-R Working Party 5B regarding WRC-15 was approved.

9.2.10 Draft revised Recommendation A-124 & draft Annexes

The draft revised Recommendation A-124 and the six draft Annexes were approved.

9.2.11 Draft revised Recommendation R-129 Ed2 GNSS Vulnerability and Mitigation Measure

The draft revised Recommendation R-129 Ed2 GNSS Vulnerability and Mitigation Measure was approved.

9.2.12 Information Paper on e-Navigation Architecture

The Information Paper on e-Navigation Architecture was approved.

9.2.13 Updated FAQs

The updated FAQs were approved.

9.2.14 Draft revised World Wide RadioNavigation Plan

The draft revised World Wide RadioNavigation Plan was approved.

9.3 VTS Committee

9.3.1 Report of VTS35

The report of VTS35 was noted.

9.3.1.1 Conclusions from VTS2012

The Secretary-General introduced paper C54/9.3/1.1 and then ran through each of the 12 conclusions. In subsequent discussion, which partly subsumed agenda item 9.3.2, the view was expressed that the priority task for VTS is vessel traffic safety.

9.3.2 Draft VTS Strategy Paper

It was agreed that the VTS Strategy Paper should continue to be developed, noting the comments under agenda item 9.3.1.1 and also noting the decision stated in section 8.2 about a revised process for developing IALA strategy, with which the VTS Strategy would need to be harmonised.

Action item

The VTS Committee is requested to continue developing a proposed VTS Strategy, taking into account the guidance provided by the Council.

9.3.3 Information Paper requesting guidance concerning IMO document review

With regard to IMO documentation in general, it was noted that there are two options; submit proposal for a new work item, with the support of one or more member states, providing compelling need and following the guideline for such a submission or, if the topic is within IALA's purview, develop separate documentation. Although IALA cannot initiate a request for a new work item it can and should be ready to provide input to a document's revision, once it appears on an IMO Committee / Sub-Committee work plan.

With regard to SMCP, it was considered that because the document covers so much more than just VTS matters, revising the document via the IMO process was the only feasible option.

With regard to IMO Resolution A.857(20) there is an indication that it will be flagged for review, although there is, as yet, no timescale for it to be included as a new work item.

9.3.4 Simulator Training Seminar proposal

The simulator training seminar proposal was approved.

9.3.5 Draft Guideline on Provision of VTS types of service

The draft Guideline on Provision of VTS types of service was approved.

9.3.6 Proposed revision of the VTS Work Programme

With regard to the request to place Task 3 (Review / update / provide input to IMO on Resolution A.857 (20) - Guidelines for Vessel Traffic Service) in abeyance it was decided that the members of the Council should consider whether they could support a submission of a new work item for IMO Resolution A.857(20) to be reviewed. If there were sufficient support then the VTS Committee would be tasked to provide a draft submission paper in time for MSC92 (12-21 June 2013).

Action items

Council members are requested to notify the Secretary-General if they can support the submission for a new work item for the revision of IMO Resolution A.857(20) by 18 January 2013.

If required, the VTS Committee is to draft a submission for a new work item for the revision of IMO Resolution A.857(20), for circulation to Council members indicating a willingness to support the submission, on 15 March 2013 (last day of VTS36).

The proposed revision of the VTS Work Programme was approved, subject to the Council's comments on Task 3.

9.4 ANM Committee

9.4.1 Report of ANM19

Australia expressed its thanks to IALA for allowing it to host ANM19; regional interest had been stimulated and there had been considerable positive response to the meeting being held in Brisbane. The Secretary-General thanked AMSA for the excellent meeting arrangement and the support from the AMSA staff involved. He also expressed his gratitude to AMS and **Smartship** Australia for organising the technical visits and AMS for hosting a social event.

The report of ANM19 was noted.

9.4.2 Information paper on marking of drifting wreckage

It was agreed that the drafting of guidance on the marking of drifting wreckage should be temporarily suspended, for the time being.

9.4.3 Draft Guideline on the Use of Audible Signals

The draft Guideline on the Use of Audible Signals was approved.

9.5 EEP Committee

9.5.1 Report of EEP19

The report of EEP19 was noted.

9.5.2 Proposed revision of the EEP Work Programme

The proposed revision of the EEP Work Programme was approved.

9.5.3 Draft Guideline on Daymarks for Aids to Navigation

It was noted that some minor editorial amendments might be required to the document, which otherwise had the support of the council. It was agreed that the proposed editing be undertaken, that the result should be forwarded to the Chairman of the EEP Committee and, when he was content, the document should then be circulated to the Council for e-mail approval.

Action items

The Secretariat is requested to edit the draft Guideline on Daymarks for Aids to Navigation.

The Secretariat is requested to forward the revised draft Guideline on Daymarks for Aids to Navigation to the Chairman of the EEP Committee.

If appropriate, the Secretariat is requested to forward the revised draft Guideline on Daymarks for Aids to Navigation to the Council for inter-sessional approval.

9.5.4 Draft Guideline on Bird Deterrents

The draft Guideline on Bird Deterrents was approved.

9.5.5 Draft revised Recommendation E-141 Ed2 on Standards for Training and Certification of AtoN Personnel

Comment was made about the 'grandfathering' clause, which is due to expire on 31 December 2014. It was pointed out that E-141 on Standards for Training and Certification of AtoN Personnel is a recommendation and that the responsibility for the training and certification of AtoN personnel lies with the National Competent Authority.

The draft revised Recommendation E-141 Ed2 on Standards for Training and Certification of AtoN Personnel was approved.

9.5.6 Draft Guideline on Safety Management for AtoN Activities

The draft Guideline on Safety Management for AtoN Activities was approved.

9.5.7 Draft Guideline on the Management of Surplus Property

The draft Guideline on the Management of Surplus Property was approved, subject to the inclusion of a list of acronyms.

9.6 Pilotage Authority Forum (PAF)

9.6.1 Update on PAF

Apart from noting that there had been no meeting of the PAF since the Council's 53rd session, there was nothing to add to what had been recorded under agenda item 9.1.1.1.

9.7 IALA Net

9.7.1 Update on IALA Net

There had been no Steering Committee meeting since the 53^r session of the Council. However, the Secretary-General reported that IALA Net is still making progress and is proving to be a valuable tool. Discussions are taking place with other interested parties and it is anticipated that there will be more to report at the 55th session of the Council.

9.8 IALA Risk Management Toolbox

It was noted that a trial version of a CO₂ emissions application has been added to the IWRAP program and that the program had been updated in time for the Risk Management Toolbox seminar held in November. Council members and IALA national members were requested to provide statistical data when changing aspects of their AtoN establishment, specifically with any AIS data from before and after the change was made.

Action items

Council members are requested to advise IALA when making changes to their AtoN inventory, providing statistical data and before and after AIS data as appropriate.

The Secretariat is requested to seek statistical data from National members when they make changes to their AtoN inventory, providing before and after samples of AIS data as appropriate.

9.8.1 Report of 29th Steering Committee meeting

The report of 29th Steering Committee meeting was noted.

9.8.2 Report of 30th Steering Committee meeting

The report of 30th Steering Committee meeting was noted.

9.9 Legal Advisory Panel (LAP)

The Chairman of LAP began the presentation of his report by thanking all those National members who have supported the work of the LAP.

9.9.1 Report of LAP11

The report of LAP11 was noted.

9.9.2 Status and road map on international agreement

Paper C54/9.9/32 was noted.

The Chairman of the LAP used a presentation to brief the meeting of the status and road map on international agreement. He tabled a (Strengths, Weaknesses, Opportunities and Threats) SWOT analysis, speaking to each of the points raised before showing the prospective time line. It is LAP's advice that the process now underway continue, and that there are no decisions required to be taken at this meeting. Thus gave rise to a discussion in which the following points were made:

- the use of the term 'Association', as opposed to 'Organisation' is essential when framing the draft agreement;
This point was noted and 'Association' is the term that will be adopted.
- it may take more time than anticipated when dealing with national Foreign Ministries;
The point was accepted. The 'road map' is only a plan and, as such will need to be flexible; the process will take as long as it takes. However, it was agreed that a working draft text will be provided to Council members (and all national members) as soon as possible.
- a draft International Agreement will be available for consideration before the 55th session of the Council;
- the draft International Agreement will be accompanied by a set of explanatory notes that will be aimed at answering questions that can be anticipated from other national ministries, such as 'why there is a need to change the current status and impacts on the organisation be outlined?'.
The point was accepted.
- there is a decision to be taken about how many signatories will be required before the 6 month ratification period will start;
- the position of Associate and Industrial members will be unaffected;
- although it is recognised that the more languages catered for by an International Organisation is to be welcomed, it was confirmed that France is content that, at least initially, English will be the only working language;
- France has offered to assist in negotiations with other Foreign Ministries, via their embassies;
- The International Agreement will need to be cleared by the 2014 General Assembly.

9.9.3 Draft amended IALA Constitution

Paper C54/9.9/3 was noted.

Following a short discussion about the current draft of an amended Constitution it was reported that a draft amended Constitution would be submitted for Council's consideration at its 55th session.

9.9.4 Information paper on provisional national membership for developing countries

Paper C54/9.9/4 was noted.

9.9.5 IALA Risk Register

Paper C54/9.9/5 was noted.

Complementary remarks were made about the utility of the Risk register and thanks expressed for the work of the LAP. The Secretary-General added that the LAP is providing a valuable service to the Secretariat and his thanks to those of other Council members.

9.10 Maritime Co-operation Steering Committee

9.10.1 Steering Committee report

Paper C54/9.10/1 was noted.

Following a request, it was agreed that a 'target list' of attendees would be circulated to Council members.

Action item

The Secretariat is requested to circulate the 'target list' of attendees for the Maritime Co-operation forum.

10 WORLD WIDE ACADEMY

RAdm Jean-Charles Leclair, Dean of the WWA, used a PowerPoint presentation to cover each of the items under agenda item 10. He expressed his thanks to each country that provided experts to assist with Risk Management Toolbox seminars and, in particular Denmark for making Omar Frits Eriksson available for this and other IALA tasks.

AMSA expressed its thanks and congratulations for recent seminars in Sydney.

It was explained that with the model courses submitted for endorsement, the programme for producing them is now 50% complete.

Japan expressed its support for the model courses.

10.1 Report of the IALA WWA

The report of the WWA was noted.

10.2 Action plan 2012 – Schedule of events

The WWA Action plan for 2012 was noted.

10.3 Interim report on IALA WWA Jan-Nov 2012

The interim report on IALA WWA January – November 2012 was noted.

10.4 Action plan 2013 & Master plan – Schedule of events 2014-2016

The WWA Action plan for 2013 and the Master plan (2014 – 2016) were noted.

10.5 Report of 3rd Board meeting

The report of the 3rd Board meeting was noted.

10.6 Report of Risk Seminar - Sydney

The report of the Risk Seminar was noted.

10.7 Report of Awareness Seminar - Sydney

The report of the Awareness Seminar was noted.

10.8 L2 Model course – 1.1-1.2 an Introduction to AtoN

The model course was endorsed.

10.9 L2 Model course – 1.8 Buoy cleaning

The model course was endorsed.

10.10 L2 Model course – 1.12 Maintenance of plastic buoys

The model course was endorsed.

10.11 L2 Model course – 1.13 Maintenance of steel buoys

The model course was endorsed.

10.12 L2 Model course – 1.14 Power sources on buoys

The model course was endorsed.

10.13 L2 Model course – 6 Service craft & buoy tenders

The model course was endorsed.

10.14 L2 Model course – 7 Racons

The model course was endorsed.

10.15 L2 Model course – 9 Radionavigation

The model course was endorsed.

10.16 L2 Model course – 1.3-1.4 Introduction to AtoN buoyage

The model course was endorsed.

11 INTERNATIONAL

11.1 IMO

Jean-Charles Leclair said that, following MSC91, he has now handed over IALA's representation at IMO to Mike Card.

11.1.1 Report on NAV58

The report on NAV58 was noted.

There was brief comment about the decision by IMO to reduce the types of AtoN from Physical, Synthetic and Virtual to Physical and Virtual, whilst the ANM Committee is still working with the original three types. However, it was pointed out that the IMO Correspondence Group dealing with this issue has yet to complete its work.

11.1.2 Report on MSC91

The report on MSC91 was noted.

11.2 ITU

11.2.1 Report on ITU WP5B

The report on ITU WP5B was noted.

The Deputy Secretary-General recounted that he had received several complimentary remarks about an IALA presence after an absence of some years. It was reported that IALA has been approached to consider taking over some AIS standards, something that the Secretariat will consider and then, if required, make a proposal to the Council's 55th session.

Action item

The Secretariat is requested to consider the approach made concerning assuming responsibility for some AIS standards and, if required, report its findings to the 55th session of the Council.

11.3 FERNs

11.3.1 Report on FERNs 21st Council meeting

The report on FERNs 21st Council meeting was endorsed.

Korea expressed its gratitude to IALA for its support at the FERNs meeting and also thanked Jean-Charles Leclair for his contribution and that of the UK observer from Trinity House.

12 INDUSTRIAL MEMBERS' COMMITTEE

12.1 Update on IMC activities

The IMC mid-term meeting was held during the October EEP workshop in Brest, at which several Industrial members had exhibited. It was said that the IMC is communicating with its members probably better than ever before and that its membership had now reached 100. The IMC is working with the Secretariat to produce an IMC brochure and a draft internal Guideline for IMC members exhibiting at Symposia. The mid-term meeting had also considered the IMC's preparations for the 2014 Conference.

The IMC report concluded with the sad news of the death of Bernard Zurbier, a founding member of the IMC and an IALA Honorary member. An article is being prepared for publishing in the Bulletin.

13 IALA CONFERENCES & SYMPOSIA

13.1 2012 VTS Symposium (Turkey)

The report of VTS2012 was noted.

The lessons learned by Turkey as a result of hosting the Symposium were presented via a PowerPoint presentation.

13.2 2014 IALA Conference (Spain)

Spain began its presentation of the state of preparations for the 2014 Conference by thanking Turkey for the information just provided. A PowerPoint presentation was then used to cover the information provided to the Council, following a visit to the venue that had been much appreciated by the Council and during which the customary session photograph had been taken.

It was agreed that the WWA would provide a draft programme for a WWA briefing on the Saturday and possibly the Sunday morning before the Conference begins.

Spain requested that the submission of abstracts not be left to the last minute; abstracts are due to be submitted by 31 January 2013.

Action items

The WWA is requested to propose a pre-Conference programme to Spain before the middle of February 2013.

The Secretariat is requested to draw the attention of the membership to the Call for papers for the 2014 Conference and the IALA2014 website (http://www.puertos.es/ayudas_navegacion/conferencialALA.html).

The IMC indicated that it would consider sponsorship of African delegates to the Conference, as would the WWA. IMO will also be asked if it will repeat the generous sponsorship it provided at VTS2012.

Action item

The WWA is requested to approach the IMO with regard to sponsorship of delegates at the 2014 Conference.

13.3 2016 Symposium (USA)

The proposal at Paper C54/13.3/1 was noted.

In discussion, the suggestion that the symposium need not necessarily be tied to VTS was accepted. Concerns expressed included:

- the breaking of the direct linkage with a National member;
- the potential for reputational loss;
- retaining the concept of IALA avoiding financial risk is still the aim but the arrangements with a commercial partner need to be treated with care;
- can the usual constraint on the increase in fees be sustained?
- is the proposal a one-off event or will it reflect a change in IALA policy?

It was agreed that the suggestion was worth pursuing and the Council member for the USA and the Secretary-General would explore a possible partnership agreement with a reputable company / organisation and report to the Council inter-sessionally.

It was noted that in preliminary discussions with a potential partner, IALA is expected to remain in control of the content of the symposium.

Malaysia has indicated that, if necessary, it is prepared to host the 2016 Symposium.

Action item

The Secretary-General is requested to consider the offer made by Malaysia in conjunction with a possible partnering agreement with a company on the United States and report to the Council on the preferred way ahead inter-sessionally.

13.4 2018 IALA Conference (Korea)

Korea thanked the Council for the opportunity to host the 2018 Conference and reported that it still had a number of issues to resolve. It expects to make a fuller statement at the Council's 55th session.

14 IALA WORKSHOPS & SEMINARS

14.1 Report on Workshop on Short Range AtoN in the e-Navigation era (Brest)

The report on the Workshop on Short Range AtoN in the e-Navigation era was noted.

15 IALA MEMBERSHIP

It was suggested that it would be helpful if a table showing current membership and the trend of the level of membership were available for Council consideration. This was accepted.

Action item

The Secretariat is requested to provide a table showing the level of the various categories of membership and the trend of the level of membership for future meetings.

15.1 Applications for IALA membership

15.1.1 National Members

The following were accepted as National members:

ANAM (Agence de la Navigation Maritime); Guinea

Administration of Shipping & Ports; Israel

Port Autonome d'Abidjan; Côte d'Ivoire (Ivory Coast)

15.1.2 Industrial Members

The following were accepted as Industrial members:

Furuno Electric Co., Ltd.; Japan.

Meritaito Ltd.; Finland.

15.1.3 Associate members

The following were accepted as Associate members:

Port Autonome de Djibouti; Djibouti.

15.2 Resignations from IALA Membership

The following organisations have resigned since the last Council meeting:

15.2.1 Industrial members

Orchid Plastic Co.; UK.

15.2.2 Associate members

CETLE; The Netherlands.

15.3 Members in a position to be taken out of the list of IALA members

Following the earlier decision about the previous representative of Panama, it was agreed that there were no further changes required.

16 IALA COMMUNICATION MEANS

16.1 IALA Website(s)

16.1.1 Update on website reorganisation

Some sample webpages from the developing revised website were displayed whilst the Secretary-General provided the update.

16.1.1.1 Purpose of new website

Update the current website and develop a micro site for the Academy

- professional, strong and consistent branding for IALA;
- reliable and effective communications tool;
- reflect the valuable work of members;
- easy to use and maintain - specialist technical skills not required for maintenance.

16.1.1.2 Process

- select RFT (request for tender) process was run based on functional requirements provided by IALA;
- UK organisation, Redwire Designs, was the successful tenderer;
- design stage is now complete;
- build stage is underway.

16.1.1.3 Some features

- enhanced security;
 - single log in according to access permissions;
 - registration for events;
 - capability for online Payments for events, publications;
- My calendar - displays the events that you have registered for.

16.1.1.4 Homepage

- includes: latest news, upcoming events, search facilities;
- images: to be changed on a regular basis;
- links to Academy (not active yet);
- become a member information;
- details of other areas of website navigation;

16.1.1.5 IALA Committees with news widget

- all chairs and vice chair people have been updating the text for their committee;
- news widget functionality to better reflect any changes/updates (reflected on home page);
- improved functionality - less clunky, more organised approach to loading documents (catalogue process if someone asks).

16.1.1.6 Timeline

- Current work - build phase;
- Import phase - Jan 2013;
- Testing - Jan/Feb 2013;
- Go live - expected late March depending on IALA resources.

16.1.1.7 Other issues

It takes time to capture the functional specifications and explore the latest options for websites.

IALA is also updating a number of its back office procedures to ensure a more efficient operation for events, publications, registrations and other general administration tasks associated with this.

Other sites include Trinity House.

The Council requested that the President express its thanks to Suzanne Prosser for her essential and voluntary work in developing the revised website and development of the future intranet.

Action item

The President is requested to convey the Council's gratitude for her work on the revised website and the forthcoming intranet.

16.2 The IALA Bulletin

It was reported that the next edition of the Bulletin would be produced in the same way as the previous edition and the next meeting of the editorial committee will be held in mid-January 2013. Comments on the Bulletin were invited.

17 INTERNATIONAL CO-OPERATION

17.1 World VTS Guide

The Secretary General briefed the Council on IALA's involvement with the World VTS Guide and the newly redeveloped website for the World VTS Guide. The sister organisations who participate in the Guide have indicated that it may be timely for one organisation to now take over the Guide entirely and have the other organisations acting in an advisory role. Early indications are that IALA would be the obvious future parent body for the Guide and it is expected that this will be discussed at the next Board meeting of the World VTS Guide on 12 December 2012. Taking over the running of the Guide would have some minor finance implications for IALA with the continued maintenance and management of the website, but this was considered to be inline with IALA's mandate for the provision of Aids to Navigation services worldwide. The Council noted the information provided by the Secretary General and its future operation.

The Council concluded that it seemed appropriate for IALA to take over the running of the WVTs Guide if this option was presented and endorsed the Secretary General to continue in this vein.

In response to a question, it was stated that the WVTs website is promoted by the IMO, something that can be expected to increase given the recent interest being taken by IMO in IALA activities and the possible linkage with the IMO's Zero Accident concept.

It was remarked that the WVTs website could expect to receive considerable sponsorship if it were to allow advertising.

In response to another question, the Secretary-General commented that he would investigate the feasibility of an AtoN equivalent for the WVTs Guide.

Action item

The Secretary General is requested to explore options for having prime responsibility for the WVTs Guide website.

The Secretary-General is requested to investigate the feasibility of an AtoN equivalent to the WVTs Guide and report back to the Council's 55th session.

18 ANY OTHER BUSINESS

18.1 Future Council Planning

The President outlined the revised procedures used for the current meeting and asked if there were any objections to this process continuing; there were none. He then thanked the Council members for their efforts in maintaining what was a tight schedule.

It was agreed that the draft (pdf version) of the report would be forwarded to the Council members and be made available on the ftp site well before it was required to be considered on the final morning.

18.2 Prices for IALA documents

The Deputy-Secretary-General spoke to Paper C54/18.2/1. In discussion, it emerged that the Council was unanimous in feeling that members should not be charged for publications that they had helped produced. There was some support for charging non IALA members, although there were concerns as to how cost effective this might prove. There was also support for the fact that IALA's ethos is to share information and that its publications, apart from such items as the manuals, ought to be free of charge to everyone.

It was agreed that the potential market for IALA publications is unknown as there are no statistics about who is downloading publications or with what frequency. It was, therefore, resolved that the new website should include a zero cost registration before a download is enabled and that the Council would reconsider the pricing policy when sufficient statistics are available.

Action item

The Secretariat is requested to include a zero cost registration fee for publication download from the revised website and arrange for statistics about its use to be gathered.

19 DATES & VENUES OF NEXT COUNCIL MEETINGS

Session 55: 27-31 May 2013, Busan, Republic of Korea

Session 56: 9-13 December, 2013, Goa, India

Session 57: 25 May 2014, A Coruña, Spain

20 CLOSING

The Council agreed that the draft report, presented at the meeting, should be considered as the final report.

There being no further business, the President thanked the Council members for their participation and wished them a safe journey home

21 LIST OF ANNEXES

1 Participants

A list of participants is at ANNEX A.

2 Agenda

A copy of the agenda is at ANNEX B.

3 Input Papers

A list of input papers is at ANNEX C.

4 Strategy report

The report of the Strategy Group meeting is at ANNEX D.

5 Cash flow

The cash flow graph to 31 October 2012 is at ANNEX E.

6 Provision for a Competent Pilotage Authority Forum

The IALA provision for the support of a Competent Pilotage Authority Forum is at ANNEX F.

7 Action Items

A list of action items is at ANNEX G.

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ANNEX B AGENDA**IALA COUNCIL
54th session****December 3-7, 2012
A Coruña
Spain****5th DRAFT AGENDA**

		The Council is requested to:
1	OPENING REMARKS **	
2	APOLOGIES FOR ABSENCE **	Note
3	APPROVAL OF THE AGENDA 3.1 Review of Input Papers	Approve Note
4	APPROVAL OF REPORT OF THE 53 RD SESSION 4.1 Review of action items from the 53 rd Session	Approve Note
5	REPORT BY THE SECRETARY GENERAL	Note
6	NATIONAL MATTERS ** 6.1 UK: presentation on GLAs eLoran programme 6.2 USA: presentation by UrsaNav ¹ 6.3 Japan: presentation by JCG 6.4 Brazil: presentation by CAMR	Note Note Note Note
7	FINANCIAL MATTERS * 7.1 Budget 2013 7.2 Financial forecast 2014-2017 7.3 Cash flow situation as at 31 st October 2012 7.4 Proposed renaming of the FAC	Approve Note Note Discuss
8	IALA STRATEGY 8.1 Report of joint PAP/Strategy meeting October 2012 8.2 Report of Strategy meeting December 2012 ** 8.3 CIL input to IALA Strategy	Note Note Discuss
9	IALA COMMITTEES AND WORKING GROUPS	

1 _____

1 Presentation requested by US Councillor and approved by IALA President

		The Council is requested to:
9.1	Policy Advisory Panel (PAP)	
9.1.1	Report of PAP24	Note
9.1.1.1	Competent Pilotage Authority Forum	Approve
9.1.2	Revised meeting programme for 2010-2014	Approve
9.2	e-NAV Matters	
9.2.1	Presentation by Dr Nick Ward **	Note
9.2.2	Report of e-NAV 12	Note
9.2.3	Proposed revision of Work Programme	Approve
9.2.4	Proposed new Work item	Approve
9.2.5	S-100 Product Specification Workshop proposal	Approve
9.2.6	Information Paper on IALA Participation in IHO GI Registry	Note
9.2.7	Draft Guideline on Procedures for the Management of the IALA Domains under the IHO GI Registry	Approve
9.2.8	Draft Guideline on an Introduction to Preparing S-100 Product Specifications	Approve
9.2.9	Liaison Note to ITU-R Working Party 5B - WRC-15	Approve
9.2.10	IALA Recommendation A-124 & Annexes	Approve
9.2.11	Draft revised Recommendation R-129 Ed2 GNSS Vulnerability and Mitigation Measure	Approve
9.2.12	Information Paper on e-Navigation Architecture	Approve
9.2.13	Updated FAQs	Approve
9.2.14	World Wide RadioNavigation Plan	Approve
9.3	VTs Matters	
9.3.1	Report of VTs 35	Note
9.3.1.1	Conclusions form VTs2012	Discuss
9.3.2	Draft VTs Strategy paper	Discuss
9.3.3	Information Paper requesting guidance concerning IMO document review	Discuss
9.3.4	Simulator training Seminar proposal	Approve
9.3.5	Draft Guideline on Provision of VTs types of service	Approve
9.3.6	Proposed revision of the VTs Work Programme	Approve
9.4	ANM Matters	
9.4.1	Report of ANM 19	Note
9.4.2	Information paper on marking of drifting wreckage	Discuss
9.4.3	Draft Guideline on the Use of Audible Signals	Approve

	The Council is requested to:
<p>9.5 EEP Matters</p> <p>9.5.1 Report of EEP 19</p> <p>9.5.2 Proposed revision of the EEP Work Programme</p> <p>9.5.3 Draft Guideline on Daymarks for Aids to Navigation</p> <p>9.5.4 Draft Guideline on Bird Deterrents</p> <p>9.5.5 Draft revised Recommendation E-141 Ed2 on Standards for training and certification of Aids to Navigation personnel</p> <p>9.5.6 Draft Guideline on Safety Management for Aids to Navigation activities</p> <p>9.5.7 Draft Guidelines on the Management of Surplus Property</p>	<p>Note</p> <p>Approve</p> <p>Approve</p> <p>Approve</p> <p>Approve</p> <p>Approve</p> <p>Approve</p>
<p>9.6 Pilotage Authority Forum (PAF) **</p> <p>9.6.1 Update on PAF</p>	<p>Note</p>
<p>9.7 IALA-NET **</p> <p>9.7.1 Update on IALA-NET</p>	<p>Note</p>
<p>9.8 IALA Risk Management Tool</p> <p>9.8.1 Report of 29th Steering Committee meeting</p> <p>9.8.2 Report of 30th Steering Committee meeting</p>	<p>Note</p> <p>Note</p>
<p>9.9 IALA Legal Advisory Panel</p> <p>9.9.1 Report of LAP11</p> <p>9.9.2 Status and road map on international agreement</p> <p>9.9.3 Draft amended IALA Constitution</p> <p>9.9.4 Information paper on provisional national membership for developing countries</p> <p>9.9.5 IALA Risk Register</p>	<p>Note</p> <p>Note</p> <p>Note progress</p> <p>Note progress</p> <p>Note</p>
<p>9.10 Maritime Co-operation Steering Committee</p> <p>9.10.1 Steering Committee report</p>	<p>Note</p>

		The Council is requested to:
10	IALA WORLD WIDE ACADEMY (WWA)	
10.1	Report of the IALA WWA	Note
10.2	Action plan 2012 – Schedule of events	Note
10.3	Interim report on IALA WWA Jan-Nov 2012	Note
10.4	Action plan 2013 & Master plan – Schedule of events 2014-2016	Note
10.5	Report of 3rd Board meeting	Note
10.6	Report on Seminar on Risk Management (Sydney)	Note
10.7	Report on Awareness Seminar	Note
11	INTERNATIONAL	
11.1	IMO	
11.1.1	Report on NAV58	Note
11.1.2	Report on MSC91 **	Note
11.2	ITU	
11.2.1	Report on ITU WP5B	Note
11.3	FERNS	
11.3.1	Report on FERNS 21 st Council meeting	Note
12	IMC MATTERS **	
12.1	Update on IMC activities	Note
13	IALA CONFERENCES AND SYMPOSIUMS	
13.1	2012 VTS Symposium – Istanbul, Turkey	Note
13.2	2014 Conference – Spain	Note
13.3	2016 Symposium – USA	
13.3.1	Proposed Resolution on 2016 Symposium	Approve
13.4	2018 Conference – Korea **	Note
14	IALA WORKSHOPS AND SEMINARS	
14.1	Report on Workshop on Short Range Aton in the e-Navigation era	Note
15	MEMBERSHIP	
15.1	Applications for IALA Membership	Approve
15.2	Resignations from IALA Membership	Approve
15.3	Members in a position to be taken out the List of Members	Discuss

		The Council is requested to:
16	IALA COMMUNICATION MEANS ** 16.1 IALA Web site(s) 16.1.1 Update on Websites reorganisation 16.2 IALA Bulletin	Note Discuss
17	INTERNATIONAL CO-OPERATION ** 17.1 World VTS Guide	Note
18	ANY OTHER BUSINESS 18.1 Future Council planning 18.2 Prices for IALA documents	Discuss/Approve Approve
19	DATE AND PLACE OF NEXT MEETINGS ** 19.1 Session 55 (27-31 May 2013) – Invitation by Korea 19.2 Session 56 (9-13 December 2013) – Invitation by India 19.3 Session 57 (25 th May 2014) – A Coruña, Spain	Note Note Note
20	CONSIDER DRAFT REPORT	Approve

* Documents will be tabled at the meeting

** No input papers

ANNEX C INPUT PAPERS

		Posted to Website
1	OPENING REMARKS **	
2	APOLOGIES FOR ABSENCE **	
3	APPROVAL OF THE AGENDA (5 th Draft Agenda)	3/12/2012
3.1	Review of Input Papers	19/11/2012
4	APPROVAL OF REPORT OF THE 53 RD SESSION	7/11/2012
4.1	Review of action items from the 53 rd Session	7/11/2012
5	REPORT BY THE SECRETARY GENERAL	12/11/2012
6	NATIONAL MATTERS **	
6.1	USA: presentation by UrsaNav	No posting
6.2	UK: presentation on GLAs eLoran programme	No posting
6.3	Japan: presentation by JCG	No posting
6.4	Brazil: presentation by CAMR	No posting
7	FINANCIAL MATTERS *	
7.1	Budget 2013	
7.2	Financial forecast 2014-2017	
7.3	Cash flow situation as at 31 st October 2012	
8	IALA STRATEGY	
8.1	Report of joint PAP/Strategy meeting October 2012	19/11/2012
8.2	Report of Strategy meeting December 2012 **	No posting
9	IALA COMMITTEES AND WORKING GROUPS	
9.1	Policy Advisory Panel (PAP)	
9.1.1	Report of PAP24	12/11/2012
9.1.1.1	Competent Pilotage Authority Forum	3/12/2012
9.1.2	Revised meeting programme for 2010-2014	12/11/2012

		Posted to Website
9.2	e-NAV Matters	
9.2.1	Presentation by Dr Nick Ward **	
9.2.2	Report of e-NAV 12	9/11/12
9.2.3	Proposed revision of Work Programme	9/11/12
9.2.4	Proposed new Work item	9/11/12
9.2.5	S-100 Product Specification Workshop proposal	9/11/12
9.2.6	Information Paper on IALA Participation in IHO GI Registry	9/11/12
9.2.7	Draft Guideline on Procedures for the Management of the IALA Domains under the IHO GI Registry	9/11/12
9.2.8	Draft Guideline on an Introduction to Preparing S-100 Product Specifications	9/11/12
9.2.9	Liaison Note to ITU-R Working Party 5B - WRC-15	9/11/12
9.2.10	IALA Recommendation A-124 & Annexes	9/11/12
9.2.10A	Recommendation A124	12/11/12
9.2.10B	Appendix 0	12/11/12
9.2.10C	Appendix 3	12/11/12
9.2.10D	Appendices 9, 10 & 11	09/11/12
9.2.10E	Appendix 12	09/11/12
9.2.11	Draft revised Recommendation R-129 Ed2 GNSS Vulnerability and Mitigation Measure	09/11/12
9.2.12	Information Paper on e-Navigation Architecture	09/11/12
9.2.13	Updated FAQs	09/11/12
9.2.14	World Wide RadioNavigation Plan	09/11/12
9.3	VTS Matters	
9.3.1	Report of VTS 35	12/11/2012
20.1.1 9.4.1.1	Conclusions from VTS2012	3/12/2012
9.3.2	Draft VTS Strategy paper	12/11/2012
9.3.3	Information Paper requesting guidance concerning IMO document review	12/11/2012
9.3.4	Simulator training Seminar proposal	12/11/2012
9.3.5	Draft Guideline on Provision of VTS types of service	12/11/2012
9.3.6	Proposed revision of the VTS Work Programme	12/11/2012
9.4	ANM Matters	
9.4.1	Report of ANM 19	19/11/2012
9.4.2	Information paper on marking of drifting wreckage	19/11/2012
9.4.3	Draft Guideline on the use of audible signals	19/11/2012

		Posted to Website
9.5	EEP Matters	
9.5.1	Report of EEP 19	12/11/2012
9.5.2	Proposed revision of the EEP Work Programme	12/11/2012
9.5.3	Draft Guideline on Daymarks for Aids to Navigation	12/11/2012
9.5.4	Draft Guideline on Bird Deterrents	12/11/2012
9.5.5	Draft revised Recommendation E-141 Ed2 on Standards for training and certification of Aids to Navigation personnel	12/11/2012
9.5.6	Draft Guideline on Safety Management for Aids to Navigation activities	12/11/2012
9.5.7	Draft Guidelines on the Management of Surplus Property	12/11/2012
9.6	Pilotage Authority Forum (PAF) **	
9.6.1	Update on PAF	
9.7	IALA-NET **	
9.7.1	Update on IALA Net	
9.8	IALA Risk Management Tool	
9.8.1	Report of 29 th Steering Committee meeting	15/11/2012
9.8.2	Report of 30 th Steering Committee meeting	15/11/2012
9.9	IALA Legal Advisory Panel	
9.9.1	Report of LAP11	15/11/2012
9.9.2	Status and road map on international agreement	15/11/2012
9.9.3	Draft amended IALA Constitution	19/11/2012
9.9.4	Information paper on provisional national membership for developing countries	19/11/2012
9.9.5	IALA Risk Register	15/11/2012
9.10	Maritime Co-operation Steering Group	
9.10.1	Steering Group report	19/11/2012

		Posted to Website
10	IALA WORLD WIDE ACADEMY (WWA)	
10.1	Report of the IALA WWA	12/11/2012
10.2	Action plan 2012 – Schedule of events	12/11/2012
10.3	Interim report on IALA WWA Jan-Nov 2012	12/11/2012
10.4	Action plan 2013 & Master plan – Schedule of events 2014-2016	12/11/2012
10.5	Report of 3rd Board meeting	12/11/2012
10.6	Report on Seminar on Risk Management (Sydney)	12/11/2012
10.7	Report on Awareness Seminar	19/11/2012
10.8	L2 Model course – 1.1-1.2 an Introduction to AtoN	19/11/2012
10.9	L2 Model course – 1.8 Buoy cleaning	19/11/2012
10.10	L2 Model course – 1.12 Maintenance of plastic buoys	19/11/2012
10.11	L2 Model course – 1.13 Maintenance of steel buoys	19/11/2012
10.12	L2 Model course – 1.14 Power sources on buoys	19/11/2012
10.13	L2 Model course – 6 Service craft & buoy tenders	19/11/2012
10.14	L2 Model course – 7 Racons	19/11/2012
10.15	L2 Model course – 9 Radionavigation	19/11/2012
10.16	L2 Model course – 1.3-1.4 Introduction to AtoN - buoyage	19/11/2012
11	INTERNATIONAL	
11.1	IMO	
	11.1.1 Report on NAV58	15/11/2012
	11.1.2 Report on MSC91 **	
11.2	ITU	
	11.2.1 Report on ITU WP5B	15/11/2012
11.3	FERNS	
	11.3.1 Report on FERNS 21 st Council meeting	15/11/2012
12	IMC MATTERS **	
12.1	Update on IMC activities	
13	IALA CONFERENCES AND SYMPOSIUMS	
13.1	2012 VTS Symposium – Istanbul, Turkey	19/11/2012
13.2	2014 Conference – Spain	19/11/2012
13.3	2016 Symposium – USA	
	13.3.1 Proposed Resolution on 2016 Symposium	19/11/2012
13.4	2018 Conference – Korea **	

		Posted to Website
14	IALA WORKSHOPS AND SEMINARS	
14.1	Report on Workshop on Short Range Aton in the e- Navigation era	12/11/2012
15	MEMBERSHIP	
15.1	Applications for IALA Membership	19/11/2012
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17	INTERNATIONAL CO-OPERATION **	
17.1	World VTS Guide	
18	ANY OTHER BUSINESS	
18.1	Future Council planning **	
18.2	Prices for IALA documents	15/11/2012
19	DATE AND PLACE OF NEXT MEETINGS **	
19.1	Session 55 (27-31 May 2013) – Invitation by Korea	
19.2	Session 56 (9-13 December 2013) – Invitation by India	
19.3	Session 57 (25 th May 2014) – A Coruña, Spain	
20	CONSIDER THE DRAFT REPORT	At meeting

* Documents will be tabled at the meeting

** No input papers

ANNEX D STRATEGY REPORT

IALA Council Strategy Group Meeting

2 December, 2012, commencing 1400

A Coruña, Spain

Meeting Report

1 INTRODUCTION

The agenda item was introduced by the Secretary-General, who in setting the scene stressed the importance of IALA's Strategy and the recent enthusiasm being expressed by IMO for increased co-operation in capacity building.

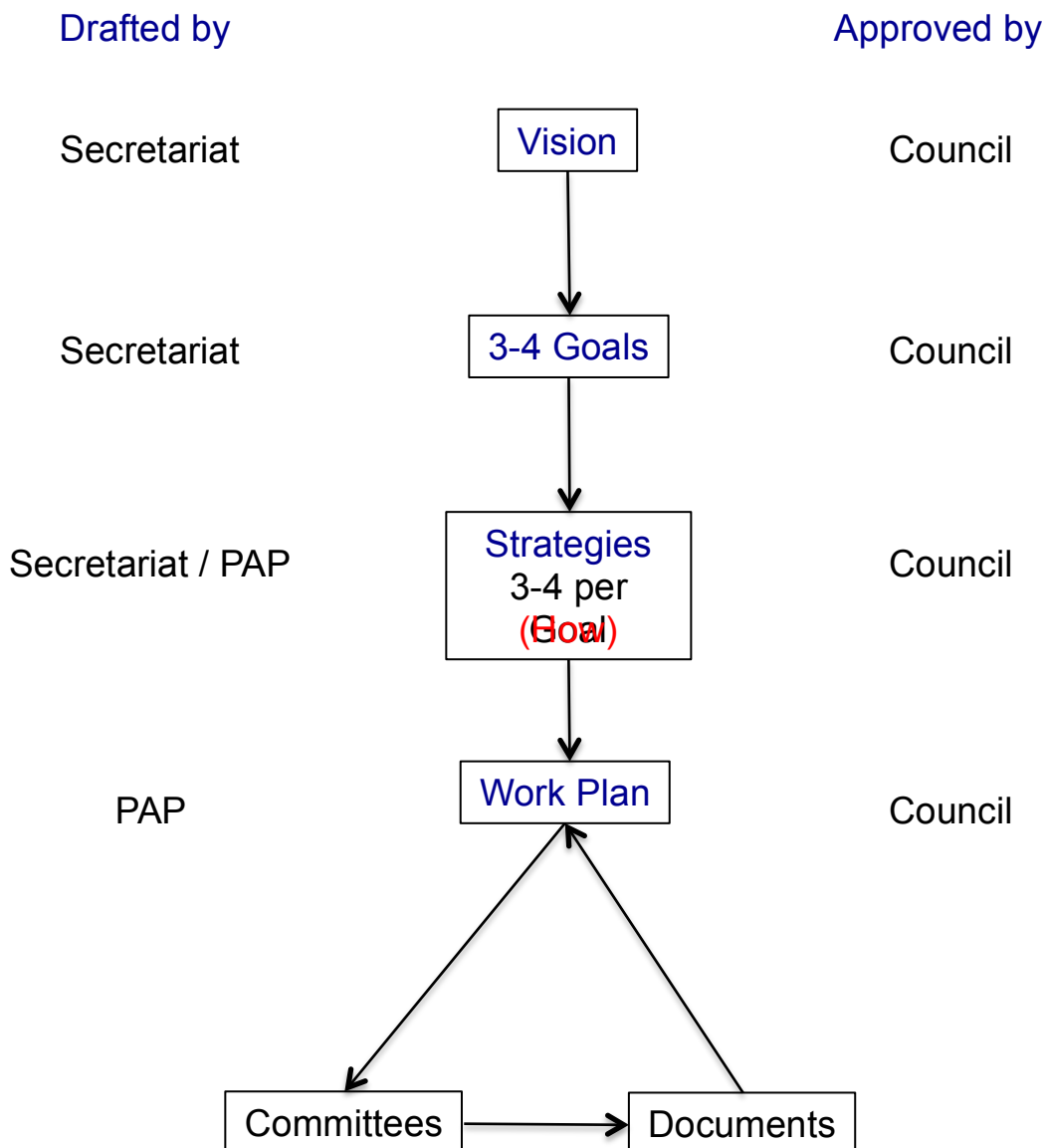
The Chairman (Christian Forst) then covered how the strategy had developed since June 2010, with the current results being provided by the Council (20%) and the PAP (80%).

2 DISCUSSION

There then followed a discussion on how the process should be developed further, from which it was decided that there should be a four-stage approach:

- 1 Development of a 'Vision'; this would be developed by the Secretariat and then circulated, via the Strategy Group, to Council for comment and eventual approval.
- 2 Specification of 3-4 goals to achieve the 'Vision' by the Secretariat, which will then be circulated, via the Strategy Group, to Council for comment and eventual approval.
- 3 Development of strategy to achieve the goals by the Secretariat, in conjunction with the PAP, which will then be circulated, via the Strategy Group, to Council for comment and eventual approval. As many of the strategy statements as possible should be measurable.
- 4 Development of the 2014 – 2018 Work Plan by the PAP, which will then be circulated to Council for comment and eventual approval. The individual components of the Work Programme are to be measurable, well defined and capable of being achieved within the anticipated seven Committee meetings. The Council anticipates prioritising the proposed Work Plan items. The resulting deliverables are seen as documents, produced by the Committees and, as such, will need to form part of the relevant Work Plan item.

This can be represented graphically as:



It was noted that meeting the resulting strategy might impact on the IALA Committee structure. It was also noted that what was proposed is a complex task and that development should be taken a step at a time, initial progress could be handled by e-mail but the final stages may require a 'face to face meeting'.

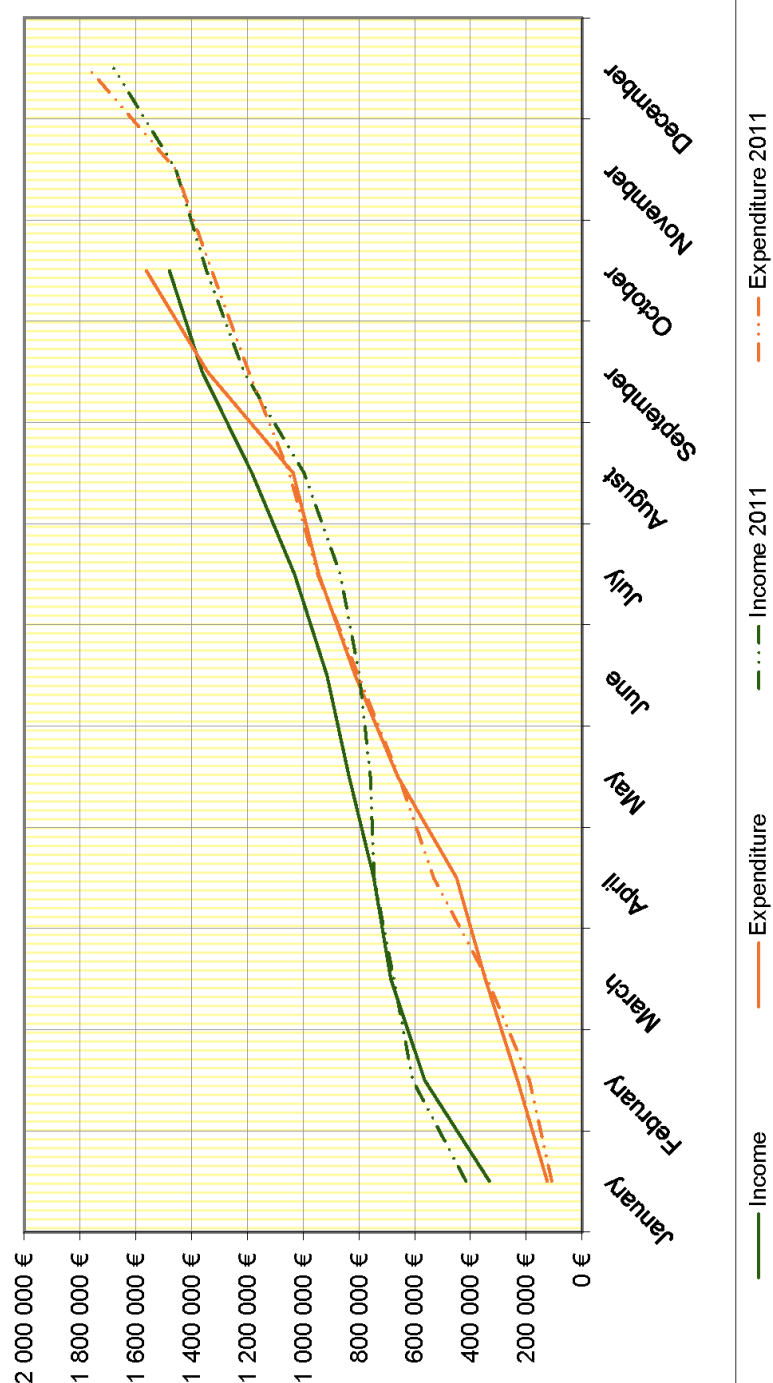
3 ANY OTHER BUSINESS

There being no further business, the Chairman thanked everyone for their spirited participation and declared the meeting closed.

ANNEX E

CASH FLOW GRAPH TO 31 OCTOBER 2012

Cash flow Situation as of 31st October 2012



ANNEX F PROVISION FOR A COMPETENT PILOTAGE AUTHORITY FORUM (CPAF)

1 PROVISIONS FOR COMPETENT PILOTAGE AUTHORITY FORUM (CPAF)

IALA will provide a forum* for Competent Pilotage Authorities, in order to consider pilotage authority matters in the interest of navigational safety:

‘Competent pilotage authority means the national or regional governments legally responsible for the provision of a pilotage system.’ [IMO Resolution A.960(23), paragraph 2.1]

Noting that other organisations are dealing with matters of pilotage methods and safety, the CPAF shall share information and discuss best practises and issues of common concern.

2 INITIAL MEMBERSHIP

Chairperson, initially appointed by the IALA Secretary General,
IALA members and in particular those who are Competent Pilotage Authorities,
Other Competent Pilotage Authorities, and
Technical Co-ordination Manager. (Secretary)

(To be further developed by the forum)

* IALA will provide the facilities, organisational services and other support to the forum to enable its activities, including keeping the Secretary General and the Council informed of its progress.

ANNEX G ACTION ITEMS

Actions for the Council

- | | | |
|---|---|----|
| 1 | Spain is requested to liaise with IMO regarding the dates of the May 2014 meeting of MSC. | 7 |
| 2 | Council members are requested to notify the Secretary-General if they can support the submission for a new work item for the revision of IMO Resolution A.857(20) by 18 January 2013. | 13 |
| 3 | Council members are requested to advise IALA when making changes to their AtoN inventory, providing statistical data and before and after AIS data as appropriate. | 15 |
| 4 | The President is requested to convey the Council's gratitude for her work on the revised website and the forthcoming intranet. | 23 |

Actions for the Secretariat

- | | | |
|----|---|----|
| 5 | The Secretary-General is requested to review all income and expenditure and identify any savings / efficiencies that can be made. | 9 |
| 6 | The Secretariat is requested to provide a Balance Sheet for the situation at 31 October and circulate it to all Council members. | 10 |
| 7 | The Secretary-General is requested to consider how IALA might strengthen its financial management. | 10 |
| 8 | The Secretary-General is requested to send an Annual report with each subscription invoice. | 10 |
| 9 | The Secretariat is requested to start the process for developing IALA's strategy, clarifying any terminology used and provide a timeline, circulating the results to the Council by e-mail. | 10 |
| 10 | The Secretary-General is requested to consider the feasibility of IALA hosting a forum on resilient PNT&F and report to C55, if necessary with a proposal. | 11 |
| 11 | The Secretariat is requested to edit the draft Guideline on Daymarks for Aids to Navigation. | 14 |
| 12 | The Secretariat is requested to forward the revised draft Guideline on Daymarks for Aids to Navigation to the Chairman of the EEP Committee. | 14 |
| 13 | If appropriate, the Secretariat is requested to forward the revised draft Guideline on Daymarks for Aids to Navigation to the Council for inter-sessional approval. | 14 |
| 14 | The Secretariat is requested to seek statistical data from National members when they make changes to their AtoN inventory, providing before and after samples of AIS data as appropriate. | 15 |
| 15 | The Secretariat is requested to circulate the 'target list' of attendees for the Maritime Co-operation forum. | 17 |
| 16 | The Secretariat is requested to consider the approach made concerning assuming responsibility for some AIS standards and, if required, report its findings to the 55 th session of the Council. | 19 |
| 17 | The Secretariat is requested to draw the attention of the membership to the Call for papers for the 2014 Conference and the IALA2014 website (http://www.puertos.es/ayudas_navegacion/conferencialALA.html). | 20 |
| 18 | The Secretary-General is requested to consider the offer made by Malaysia in conjunction with a possible partnering agreement with a company on the United States and report to the Council on the preferred way ahead inter-sessionally. | 20 |
| 19 | The Secretariat is requested to provide a table showing the level of the various categories of membership and the trend of the level of membership for future meetings. | 21 |
| 20 | The Secretary General is requested to explore options for having prime responsibility for the WVTS Guide website. | 23 |

- 21 The Secretary-General is requested to investigate the feasibility of an AtoN equivalent to the WVTS Guide and report back to the Council's 55th session. 23
- 22 The Secretariat is requested to include a zero cost registration fee for publication download from the revised website and arrange for statistics about its use to be gathered. 24

Actions for the WWA

- 23 The WWA is requested to propose a pre-Conference programme to Spain before the middle of February 2013. 20
- 24 The WWA is requested to approach the IMO with regard to sponsorship of delegates at the 2014 Conference. 20

Actions for the Committees

- 25 The VTS Committee is requested to continue developing a proposed VTS Strategy, taking into account the guidance provided by the Council. 13
- 26 If required, the VTS Committee is to draft a submission for a new work item for the revision of IMO Resolution A.857(20), for circulation to Council members indicating a willingness to support the submission, on 15 march 2013 (last day of VTS36). 13