

## **2<sup>nd</sup> Draft Report of the 46<sup>th</sup> session of the IALA COUNCIL**

**Punta Arenas, Chile**

**8-9 December 2009**

### ***Councillors present:***

Captain Liu Gongchen, China	President
Mr James Collocott, South Africa	Vice President
Rear Admiral Sir Jeremy de Halpert, UK	Treasurer
Mr. Gary Prosser, Australia	
Captain Marcio Leite Teixeira, Brazil	
Mr. Daniel Breton, Canada	
Admiral Enrique Larrañaga, Chile	
Mr. Svend Eskildsen, Denmark	
Mr. Jacques Manchard, France	
Dr. Stuart Ruttle, Ireland	
Mr. Satoru Osanai, Japan	
Mr. BU, Won Chan, Korea	
Captain Ahmad Bin Othman, Malaysia	
Mr. Arve Dimmen, Norway	
Admiral Sergei Kozlov, Russia	
Mr. Mamadou Thioub, Senegal	
Mr. Manuel Gomez, Spain	
Mr. Ove Ericsson, Sweden	
Captain Tuncay Cehreli, Turkey	
Captain Wayne Muilenburg, USA	

Also in attendance:

Mr. Torsten Kruuse, IALA Secretary General  
Mrs. Marie-Hélène Grillet, IALA Administration Manager  
Dr. Mike Hadley, IALA Technical Co-ordination Manager  
Adm. Jean-Charles Leclair, IALA accredited representative to IMO  
Mr. John Sugarman, IMC Observer  
Mr. Graham Peachey (observer, Australia)  
Mrs. Jiang Xuemei (assistant to Captain Liu Gongchen)  
Captain Alberto Piovesana Júnior (Assistant to Captain Márcio Leite Teixeira)  
Lieutenant James Crawford (assistant to Admiral Larranaga)  
Mr. Hiroyuki Antoku (assistant to Mr. Osanai)  
Prof. GUG, Seung-Gi (assistant to Mr BU, Won Chan)  
Mr. KIM, Kang On (assistant to Mr BU, Won Chan)  
Captain Vadim Sobolev (assistant to Admiral Kozlov)  
Captain Tayfun Yalcin (assistant to Captain Tuncay Cehreli)

## 1. President's opening remarks

The President opened the meeting at 9h30 on 8<sup>th</sup> December 2009. He welcomed all Councillors to the meeting, especially Mr. Graham Peachy of Australia who was attending a Council meeting for the time and due to be the new Australian representative in the future.

He also thanked most warmly Admiral Larranaga and his staff for their efforts in hosting the Council session in Chile.

Admiral Larranaga then welcomed everybody saying that it was a great honour for Chile to host the IALA Council and wishing the participants a fruitful meeting.

## 2. Apologies for absence

Apologies for absence were received from Mr. Keijo Kostinen of Finland, Mr. Christian Forst of Germany, Mr. Manmohan Singh Suman of India, Mr. Nabil Al Turkait of Kuwait and Mr. Lars Mansner of the IMC.

## 3. Approval of the Agenda

The Agenda was approved.

## 4. Approval of the report of the 45<sup>th</sup> session

Wayne Muilenburg noticed a discrepancy on P. 3 of the report, under item 6 – Strategy, 1<sup>st</sup> bullet, where a “not” was misleading. The report was to be corrected as to the 1<sup>st</sup> bullet to read: *“Polar routes might be a good test bed for virtual aids to navigation, for satellite aids would not be available in the region before 2011.”*

The footers should also be amended to reflect the current Council report.

**The report of the 45<sup>th</sup> IALA Council session was approved with these two amendments.**

## 5. Financial Matters

Jeremy de Halpert, IALA Treasurer, explained that the FAC, which had met during the morning of 7<sup>th</sup> December, had to consider the cash flow situation as at 31<sup>st</sup> October 2009, and approve the budget for 2010. Participants were provided with 3 documents, namely a cash flow table, a cash flow graph and a budget table, which are attached as Annex 1.

- ***Cash flow situation as at 31<sup>st</sup> October 2009:*** Commenting the cash flow table the Treasurer said that payment of Membership fees had been good in general with National Members paying later than the others (Industrial Members had achieved a 90% payment of their dues). 2009 was a successful year with regard to Workshops and Seminars and money was also recovered from previous years' events such as the VTS Symposium 2008 and an Aids to Navigation Workshop in India. Running expenses appeared as greater than they should, due to investment costs included in the expense figures. These investment costs consisted of the installation of a mobile wall in between two meeting rooms, the refurbishment of the kitchen and the cafeteria and the creation of a multi media room.

Turning to the cash flow graph the Treasurer explained that the income line was unlikely to continue to increase at the same pace at the end of the year but an additional 200,000 Euros was expected to come in. The expense line would also continue to increase but in a reasonable way.

- **2010 budget:** The Treasurer recalled that membership fees had been increased by 2% only to take into account difficulties the Members might face as a consequence of the finance crisis. Expenses however would continue to increase by 3%, reflecting the inflation rate in France. In addition, due to IALA having 2 Secretary Generals for 3 months, the holding of the Conference and the continuing of its normal activities, the FAC had budgeted a small loss. He insisted on the fact that this was prompted by very exceptional circumstances.

He also drew the Council's attention to the fact that nothing had been planned in the budget for an IALA move or reconstruction. Any associated costs will have to be added to the budgeted expenses.

The Treasurer added that IALA held 1.5M Euros in its financial reserve, which would appear on the Balance sheet at the next Council.

#### **The Council**

- **Noted the cash flow situation as at 31<sup>st</sup> October 2009**
- **Approved the budget for 2010**

## **6. Strategy matters**

In the absence of Christian Forst and at the request of the President, Stuart Ruttle had agreed to chair the Strategy Group meeting held in the afternoon of 7<sup>th</sup> December 2009. He presented the report, which appears at Annex 2.

Comments to the report were:

- **Strategy document – Vision statement:** This part of the strategy document was left blank. Jeremy de Halpert agreed to provide the Council in January 2010 with a draft vision statement. He would look into the trends of shipping for the next four years (Action item 1)
- **Observers at Council meetings:** Wayne Muilenburg had some reservations about allowing non regular members attending Council meetings. He was worried about possible external pressure, an exceptional attendance becoming a regular one and he enquired about the invitation process, which in his opinion should be “by the Secretary General only”.

The Secretary General answered that there were several reasons behind the request:

- Member Organizations are providing Committee Chairs and Vice Chairs who might be interested in seeing the Council's way of working.
- Some countries have more than one National Member (e.g. Sweden) one only being on the Council. The second one might be invited.
- Some IALA activities involve Sister Organizations, for example the polar routes project. In this sample case IHO could be invited to attend the Council.

He added that such attendances would be on a **once only** basis and it was never intended to have individual Councillors inviting observers.

- **IALA Headquarters' location:** The Council was circulated with a bid book by The Netherlands and a current premises' refurbishment/extension proposal by France. Both proposals were supported by the Governments of the respective countries.

Jeremy de Halpert said that the business case required was contained in the Dutch bid book, which however was short on financial issues. It was explained that IALA was a 1.5M Euros company only: in the case of a move the Host Country should provide the Organization with a suitable and furnished HQ with IALA still holding its reserve. He added that the Dutch document did not offer anything to buy but renting should not be considered as an option for it would lead to bankruptcy after a small number of years. Costs involved would consist of moving, staff redundancy, buying, potential legal advice, etc. Jeremy de Halpert reported that a business case was being produced together with The Netherlands, and that any costs should be borne by the Dutch authorities.

Jacques Manchard explained that the French proposal was aiming at not disrupting IALA activities or at least minimizing any unavoidable disruption. Recognizing that IALA needed more space France had looked into buying opportunities in the building where the Association was located, and at surface use optimisation. The costs of the necessary works would be borne by the French Government. Another option existed in the medium term as part of the town planning projects: it would consist of IALA playing a leading role in the new international affairs district to be built by the Municipality of Saint-Germain-en-Laye by 2015, and as such being offered buying premises in a central location next to a new 3 star hotel and large meeting facilities. He added that both projects would be supported by the French Government. The Government commitment also involved immigration facilitation and the benefit of a specific international status that was being worked out by the Foreign Affairs.

**Conclusions on this Agenda item were:**

- **The Strategy document was approved for submission at the next General Assembly, with the addition of the vision statement;**
- **The Strategy implementation plan was approved;**
- **The principle of having observers at Council meetings was agreed, on a once only basis and invitation by the Secretary General;**
- **With regard to the IALA Headquarters location a group was formed to develop a business case, consisting of the Secretary General, Gary Prosser and Jeremy de Halpert. France and The Netherlands would be invited to join to provide additional information. The first meeting would take place in January 2010. If no decision can be made before the IALA Conference, there will be a need to call another General Assembly.**

## **7. IALA Committees and Working Groups**

### **7.1 Policy Advisory Panel**

#### **7.1.1 Report of PAP 19**

Jeremy de Halpert talked about the issue regarding the marking of wind farms according to ICAO rules. He said that marking them according to ICAO rules would lead to confusion for the mariner.

**The Council decided that IALA, through its Secretary General, should write to ICAO leading its attention to the confusion problem with aviation and marine marking in the case of wind farms. (Action item 2) The rest of the report was noted.**

### 7.1.2 Draft IALA meeting dates 2010-2014

The holding of a Council meeting in the first half of 2010 after the Conference was discussed. Many Councillors having expressed their wish to have a meeting, it was agreed to organise it. The tentative dates were then discussed: it had happened to hold Council meetings in May because of specific host country's constraints. Council meetings are normally held in June and **it was agreed to amend the meetings diary to provide for Council meetings during weeks 25 and 49 each year until 2014. (*Action item 3*)**

### 7.1.3 IALA Committee structure 2010-2014

**The Committee structure was approved.** The Council should, at a later stage, consider appointing the Chair of the Pilotage Forum as this is the case for Committees, and reinstating the Radionavigation Committee to deal with IALA-NET when a decision is made by IMO with regard to which body should take care of binary messages.

### 7.1.4 - Rules of procedure for IALA Committees 2010-2014

James Collocott requested a change at paragraph 2 – Meeting schedule, the rule being normally that meetings outside the Headquarters are approved by the Secretary General.

**The Rules of procedure were accepted with this amendment.**

The Council also had to nominate new Chairs and Vice Chairs for the ANM Committee and a new Chair for the VTS Committee. The Council decided the following:

**ANM Committee:** **Chair Phil Day of NLB (Scotland)** to replace Duncan Glass going on retirement;

**Vice Chair Michael Skov of DaMSA (Denmark)** to replace André Châteauvert appointed to the e-NAV Committee.

**VTS Committee:** **Chair Tuncay Cehreli of Turkey** to replace Mike Sollosi taking the chairmanship of the IMO NAV Sub Committee.

Tuncay Cehreli, who had to resign from Council due to the incompatibility between Council and Committee officer duties, said that it would be a challenge to achieve as good chairmanship as Mike Sollosi did over the years and he was honoured to accept this nomination.

### 7.1.5 - Work structure for IALA 2010-2014

#### 7.1.5.1 - VTS outline work programme 2010-2014

Arve Dimmen made the comment that the VTS Work Programme was very “VTM oriented”. He asked that bullets be added to introduce the regional and global aspects, and integration and harmonisation.

**The VTS Work Programme was agreed with these additions.**

### *7.1.5.2 – e-NAV outline work programme 2010-2014*

Arve Dimmen requested the addition of the same ideas as in the VTS Work Programme.

On questions by Stuart Ruttle clarifications were given regarding work items Nos. 24 and 29; in No. 24 “maintain” means that the e-Navigation architecture shouldn’t be changed; in No. 29 the “IALA plan” refers to “e-Navigation across Committees”.

James Collocott drew the Council’s attention to the use of the acronym AtoN, the plural of which is not always consistent. **It was agreed that in IALA documents the acronym “AtoN” should never be plural but it is recommended to use, as far as practicable, the term “aid(s) to navigation” in full.**

**The ~~VTS~~ e-NAV Work Programme was agreed with the additions requested by Arve Dimmen.**

### *7.1.5.3 - EEP outline work programme 2010-2014*

Stuart Ruttle recalled the comments made at the PAP meeting by the EEP Committee regarding open source softwares. He was of the opinion that this item should be introduced in the work programme under task 1. He also suggested an addition to the details of task 13 – e-Navigation across Committees as “Requirements for physical aids to navigation in an e-Navigation environment”.

Gary Prosser requested that the term “arctic” in task 14 be changed to “polar”

**The EEP Work Programme was agreed with these amendments (see also paragraph 7.1.5.4 below).**

### *7.1.5.4 - ANM outline work programme 2010-2014*

Stuart Ruttle remarked that Task 14 states that it should be carried out “together with the EEP” Committee but the item is not mentioned in the EEP Work Programme. He asked to have it added to the EEP Work Programme. Regarding Task M2 he suggested adding a question on performance indicators to the IALA Annual Questionnaire.

James Collocott requested that ports and harbours marks be added to Task 7.

**The ANM Work Programme was agreed with these amendments, including their impact on the EEP Work programme already agreed.**

### 7.1.6 - Draft Recommendation on IALA-NET

Arve Dimmen said that IALA-NET so far was difficult to use. A sharing version would be useful.

Stuart Ruttle pointed out that the 1<sup>st</sup> “Considering” paragraph in the introduction was inappropriate as Authorities had fulfilled their duties for years without AIS. Mike Hadley suggested a change of wording, which was accepted.

The participants then touched upon the financial aspects, the role regarding e-Navigation and the impact on LRIT.

The Secretary General answered that the financial aspects had not been taken into account because IALA-NET was so far considered at no cost both to IALA and the user. He added that IALA-NET could become an element of, or be used in co-ordination with e-Navigation and this was catered for in the Annex. Regarding LRIT he said that the system would not be needed when IALA-NET is fully operational.

Svend Eskildsen supported in saying that EMSA was considering a co-operation with ESA to launch AIS satellites, which would make LRIT useless in the future. Wayne Muilenburg added that LRIT was not in competition with IALA-NET as it is not providing the same service.

**The Draft Recommendation on IALA-NET was approved with a change in the wording of the introduction; the seventh paragraph, commencing with Considering to read: “*CONSIDERING that Maritime Authorities, when using AIS to fulfil their responsibilities regarding safety, security and protection of the marine environment, cannot rely solely upon existing commercial AIS data nets;*”**

#### 7.1.7 - Information on Marine Electronic Highway

Ahmad Bin Othman said that the intention was to extend the Marine Electronic Highway beyond the Malacca Strait and the term would therefore no longer be restricted to that particular area.

**The Council noted the information.**

### **7.2 – e-NAV Matters**

#### 7.2.1 Report of e-NAV7

**The report was noted.**

#### 7.2.2 Draft IALA Guideline 1072 on Aid to Navigation Information Exchange and Presentation

Mike Hadley said that following intersessional work, this document was finalised at e-NAV7 and completed Task 9. However, since the meeting it has been noticed that a reference to the provision of examples in paragraph 3 (Scope) had not been deleted, as was intended in the final editing. The examples are available in a previous background document but in order to keep the document short it was recommended that the Council considers approving the document with the reference to examples deleted.

**The IALA Guideline 1072 was approved with the examples deleted.**

#### 7.2.3 – Liaison note to ITU on Radio Regulations Art. 51

Mike Hadley explained that Article 51 in the ITU Radio Regulations, which deals with aircraft frequencies, did not cover AIS and the Committee had requested that this liaison note be forwarded to ITU in clarification of the use of airborne AIS. This was part of Task 6.

**The liaison note to ITU was approved.**

#### 7.2.4 – Liaison note to IMO MSC on the protection of the AIS VDL

Mike Hadley reminded the Council that the protection of the AIS VHF Data Link is entrusted to IALA by IMO. The Committee recommended that the guidance given in IMO Resolution MSC.140(76) needs broadening and seek approval for the liaison note to be forwarded to MSC87. This work was also part of Task 6.

**The liaison note to IMO was approved.**

#### 7.2.5 – Draft Recommendation e-NAV-140 on e-Navigation Architecture (eNAV-101)

Mike Hadley introduced the document as the culmination of work throughout the current session. It had been requested to be provided, by IMO, either directly to NAV56 or via the IMO Correspondence group. At the moment, the intention was, subject to Council's approval, to provide the document to the IMO Correspondence Group. It was believed that this document harmonised IALA's existing mandate for the shore side of e-Navigation with the new IMO strategy in terms of system architecture. It reflected a system engineering approach, from a shore based perspective, but may be amended in a future release by adding another annex discussing the operational aspects.

Work on a more detailed document was already advanced.

Mirroring a general unease about the year's gap between e-NAV7 and e-NAV8, the Architecture Working Group had planned an intensive series of up to 5 inter-sessional meetings.

Reflecting the somewhat frenetic pace that documents were being produced throughout the last session, he had to ask that the Council consider approving the document without section 7. Removal of this section did not affect the value of the remaining text, which was needed to inform the IMO Correspondence group on e-Navigation. The documentation framework proposed was considered by PAP, which thought that the proposal was not yet mature enough to form a valid decision about its merits and certainly not sufficiently developed to come to Council. Mike Hadley apologised that it was not realised that the text was already included in the document submitted.

Tuncay Cehreli drew the Council's attention to Figures 4 and 5 on pages 20 and 21, where "VTM operator" should be deleted. There were also spelling mistakes to be corrected. More editing was identified by Stuart Ruttle.

Wayne Muilenburg asked the reason why Section 7 had to be removed. Mike Hadley answered that it was to have it in line with the new "library-like" IALA documentation suggested to PAP and IALA by the e-NAV Committee. Revision of the IALA documentation to make it in line with the library system had not however been approved so far.

**The Recommendation was approved with the necessary corrections and keeping Section 7.**



### 7.2.6 – Liaison note to IEC on functional requirements for AIS repeater station and limited base station

Mike Hadley said that the work to produce this document had started inter-sessionally and was finalised at e-NAV7. The descriptions were needed in order to start the production of international test standards for future Limited and Repeater Base stations by IEC, TC 80, AIS-WG. This work was another part of Task 6 and this document completed the Task.

**The Council approved the document with editorial amendments** identified by Stuart Ruttle and James Collocott.

### 7.2.7 – Liaison to IMO Correspondence Group – Architecture Rev. 1

Mike Hadley reported that the document was a general overview of the e-Navigation architecture and specifically requested to be provided by the Chair of the IMO Correspondence Group on e-Navigation, in time for COMSAR14. It was intended that a more comprehensive document would be developed inter-sessionally, again for submission to and use by the IMO Correspondence Group.

Stuart Ruttle questioned the absence of any mentions of eLoran in the document. He insisted on the necessity of a terrestrial system, as stated in the radio policy documents.

It was agreed that Mike Hadley would contact Nick Ward to try and obtain a revised version taking into account the necessity of a terrestrial system, in time for the Council to approve it.

**The draft liaison note, amended by Nick Ward, was approved.**

### 7.2.8 – Draft IALA Radio Communications Plan

Mike Hadley said that the document was initially entitled “the IALA World-wide Radio Communications Plan” but it was decided that this title would be considered presumptuous by other bodies, such as ITU and RTCM, and so was adjusted to the “IALA Maritime Radio Communications Plan”. It was aimed at assisting the process of selecting radio communication systems to support e-Navigation. It could also be the basis for a future submission to ITU, in respect of continuing efficiency improvements with respect to the radio spectrum. This document provided partial completion of Task 2.

**The draft IALA Radio Communications Plan was approved with some editorial amendments.**

### 7.2.9 - Draft IALA World Wide Radio Navigation Plan

Mike Hadley introduced the document as follows:

Unlike the previous document, responsibility for this one lies entirely with IALA. The Committee noted the following points:

- Further work is required if IALA wishes to propose revisions to IMO Resolutions A915(22) Future GNSS requirements and A953(23) World-wide Radio Navigation System;

- The WWRNP does not require additional radio frequencies for radio navigation, and any possible changes to uses of existing frequencies will not be identified without several years of development work;
- There is scope for further development of the specification of position, navigation & timing (PNT) inputs into e-Navigation architecture;
- There is scope for further work regarding eLoran, however this is largely dependent on developments elsewhere e.g. at RTCM.

Together with the IALA MRCP, this completes Task 2.

Stuart Ruttle regretted that compass systems were mentioned but not described.

Wayne Muilenburg and Jeremy de Halpert noticed that the term Marine Electronic Highway was used, with a plural. They suggested retaining this term as generic, with no capital letters.

**The draft IALA World Wide Radio Navigation Plan was approved with the adoption of marine electronic highway as a generic term.**

#### 7.2.10 – Updated e-Navigation FAQs

Mike Hadley said that the document was the usual update, after each meeting, of the Frequently Asked Questions. However, there was a representation from a group including a number of mariners for some additional questions to be addressed. As this request was not presented until the end of the meeting, these would be considered for inclusion in the list of FAQs at the next meeting. The FAQs would also be forwarded to the IMO Correspondence Group on e-Navigation. This document was in partial completion of Task 1.

Wayne Muilenburg said the FAQs should continue to be **approved** by the Council, not only noted, should that be at every Council meeting.

**The principle was approved, as were the updated e-Navigation FAQs.**

#### 7.2.11 - Liaison note to IMO Correspondence Group – Shore based user needs

Mike Hadley explained that due to the need to provide input to the IMO Correspondence Group, ahead of a meeting of COMSAR, this document had been approved ahead of the meeting by the Councillors and was provided for information. It had been long in production, possibly due to the number of interests involved in discussions about it and the complexity of the topic. Given that what was produced had to be understood by many people not versed in e-Navigation, the final format was selected using guidance from IMO NAV55. Minds were also concentrated by the fact that time was running out.

This document was also partial completion of Task 1.

At this stage it could be appropriate to ask the Council whether it was content for the e-Navigation Committee to continue to provide relevant information to this new IMO Correspondence Group on e-Navigation as it did to the previous one.

**The Council did not object neither to an advance approval by correspondence of documents when urgent nor to the e-NAV Committee to continue forwarding information to the new IMO Correspondence Group.**

7.2.12 - Liaison note to ITU and IMO on the draft revision of ITU RM 1371-3 rev1

7.2.13 - Liaison note to ITU on Spectrum Requirements

Mike Hadley said that they were other output documents from e-NAV7 and in order to meet deadlines before this meeting, related to ITU WP5B, the Council was asked to and did provide e-mail advance approval. The Secretariat had also been asked to forward the document to CIRM and IEC TC80. They were in partial completion of Task 6.

**The Council took note of the information.**

### **7.3 – VTS Matters**

#### **7.3.1 – Report of VTS 30**

**The report was noted.**

#### **7.3.2. – Report of VTS Training Workshop – September 2009**

**The report was noted.**

#### **7.3.3 – Draft Guideline 1070 on VTS role in managing Restricted or Limited Access Areas**

Mike Hadley reported that if approved, this document would complete Task 1. The document was essentially completed at VTS29 but could not be approved until the national authorities of some member states had had a chance to review it.

**The draft Guideline 1070 was approved.**

#### **7.3.4 – Draft IALA Brochure: Guide for VTS Authorities on Fatigue Awareness and Human Reliability**

Mike Hadley explained that although the Committee had worked hard at producing a draft Guideline and been in contact with research institutes not normally associated with IALA, it became apparent that a valid document would call on skills that the Committee members did not have and that too specific guidance would potentially conflict with national policies and organisational issues. As mentioned in the report of VTS30: “The Council is asked to note the VTS Committee’s reservations in proceeding with developing a Guideline on this complicated and potentially controversial matter and to accept the proposed brochure as the final output document on this task”, if approved the brochure would complete Task 20.

**The Council approved the draft IALA Brochure.**

#### **7.3.5 – Draft Guideline 1071 on the Establishment of a Vessel Traffic Service beyond Territorial Seas**

Mike Hadley said that if approved, this document would complete the first part of Task13, noting that the name had been changed after the VTS Symposium in Bergen from Establishment of Vessel Traffic Services in International Waters to Establishment of Vessel Traffic Services beyond Territorial Seas. Acting on the advice given at the last Council

meeting, the Committee had completed a Guideline based on the existing use of a VTS already exercising a Ship Reporting System and had deferred the second part of Task 13, establishing a VTS beyond territorial waters in its own right, to the next Work Programme.

Arve Dimmen remarked that the last two paragraphs of Section 5 – Conclusions, suggested changes in the operational framework, whereas he expected to be given advice on operation within the current framework.

**The draft Guideline 1071 was approved with the deletion of these two paragraphs.**

#### 7.3.6 - Draft revised Guideline 1014 for the Accreditation of VTS Training

Mike Hadley reported that if approved, this document would complete Task 10. The issue of accreditation and certification had been much discussed, both at the VTS Training Workshop in Warnemünde and at VTS30 and because of the difficulties in gaining accreditation there was general support for the concept of IALA setting up an accreditation unit. It had also been made clear that accreditation applies to the course and not the training institute or organisation.

Ahmad Bin Othman asked whether IALA would appoint an auditor. Jean-Charles Leclair replied that although the principle answer should be “yes” it was difficult to find experts to audit VTS training. The Secretary General added that there were within the VTS Committee good experts on the model courses, those were not auditors and it would thus be better to turn to classification societies for the audits. They could however be assisted by IALA experts.

**The draft revised IALA Guideline 1014 was approved.**

#### 7.3.7 - Draft revised Recommendation V-103 on Standards for Training and Certification of VTS Personnel

Mike Hadley explained that the updating of this Recommendation, which was over 10 years old and pre-dated all the Model Courses, had begun at the VTS Training Workshop in Warnemünde and was completed at VTS30. The review was based on experience gained since the initial publication, including operation of the model courses. It was generally agreed that future updating should not be left so long.

**The draft revised IALA Recommendation V-103 was approved.**

#### 7-3-8 - Draft revised Recommendation V-119 on the Implementation of VTS

Mike Hadley again reported that if approved, this document would update a Recommendation that was 9 years old and completed Task 14. The success in revising the document was, in large part, due to inter-sessional work, which allowed the document to be finalised at VTS30.

**The draft revised IALA Recommendation V-119 was approved.**

#### 7.3.9 - Revised model course V-103-1 VTS Operator

Mike Hadley said that this and the following three documents had been reviewed and then revised at the VTS Training Workshop in Warnemünde, after which they only required

editing and formatting to complete them. The comment about frequency of updating recommendation V-103 was also applied to the Model Courses and, in addition, it was proposed additional Model Courses now need to be developed and this is reflected in the proposed VTS Committee Work programme for 2010 – 2014.

Wayne Muilenburg said that, although he was not against approving the documents, in future revisions the concept of fatigue should be introduced from the 1<sup>st</sup> model course.

7.3.10 - Revised model course V-103-2 VTS Supervisor

7.3.11 - Revised model course V-103-3 VTS on-the-job training

7.3.12 - Revised model course V-103-4 VTS on-the-job Training Instructor

**All four revised model courses were approved. It was noted that the concept of fatigue should be introduced in future revisions. (*Action item 4*).**

7.3.13 - Information on the developments in VTM and the role of VTS towards security

Mike Hadley informed the Council that it had been attempted to finalise two of the deferred tasks; 18 (Guidance on the role of VTS in support of ship and port security) and 9 (Prepare a Guideline on the role of VTS in VTM, including user requirements) with inter-session work after VTS30. Despite considerable effort, by the VTM Working Group, it proved impossible to achieve VTS Committee unanimity and so there was an information document, asking for Council to note the current progress and, hopefully, to approve the direction that the VTS Committee is taking. He added that his personal opinion was that within the VTS Committee but outside the VTM Working Group there was a need for further education about VTM and to assist with this the VTM Working Group needed to better state and perhaps simplify their case.

Marcio Texeira said that he was not very comfortable with the document, which still did not state clearly what VTM was. Wayne Muilenburg was of the opinion that Annex A needed more work.

Tuncay Cehreli explained that describing VTM was a difficult exercise, although the subject had been brought to the Council several times. VTM was to be a topic at the next IALA Conference, which would contribute to have it better understood, and work will continue after the Conference. The paper was submitted just to note and encourage the Committee to continue its efforts.

**The Council noted the information document and expressed its support to the Committee work on VTM.**

## **7.4 – Engineering/Environment/Preservation Matters**

### **7.4.1 – Report of EEP 14**

**The report was noted.**

#### 7.4.2 – Report on Heritage Seminar, June 2009

Mike Hadley reported that the Council was asked to note the report of what proved to be a very successful seminar, hosted jointly by Puertos del Estado, the Port of Santander and the International University. It had attracted 60 delegates from 20 countries and produced 14 Recommendations, which have fed into the proposals for the coming EEP Work Programme.

**The report was noted.**

#### 7.4.3 – Draft Guideline 1077 on Maintenance of Aids to Navigation

Mike Hadley explained that there had been considerable inputs provided to EEP14, which allowed this document to be finalised. It was considered that the document was now so different to Guideline 1040 on the Maintenance of Buoys and Small Aids to Navigation Structures that it could not be considered a revised edition and so it was presented as a new Guideline. Thus, if approved, Guideline 1077 would supersede Guideline 1040 and complete Work Item 1.8.

**The draft Guideline 1077 was approved.**

#### 7.4.4 – Establishment of a Specialist CIE Reportership Working Group on Conspicuity of Lights

Mike Hadley informed the Council that in order to expand the current liaison with CIE a formal representation had been made to them by Ian Tutt, on behalf of the EEP Committee. This had initiated a formal process, which if completed successfully should result in the establishing of a CIE Technical Committee, something that the EEP Committee believed would be very beneficial to its work.

**The Council approved the establishment of a Specialist CIE Reportership Working Group on Conspicuity of Lights.**

#### 7.4.5 - Draft Guideline 1074 on Branding and Marketing of Historic Lighthouses

Mike Hadley said that the document had been developed inter-sessionally, from a draft output from EEP13 and was finalised at the meeting. It completed Work Item 2.6.

**The draft Guideline 1074 was approved.**

#### 7.4.6 - Draft Guideline 1064 on integrated Power Systems Lanterns

Mike Hadley recalled that the document was one that the Council had seen at its last meeting and asked that it be modified (Paragraph 7.4.9), with regard to Guideline references (Section 8) and the way in which advertised range or intensity were covered. These comments had been acted on and the document was resubmitted for approval. This would complete Work Item 4.1.

**The draft Guideline 1064 was approved with minor editorial amendments.**

#### 7.4.7 - Draft revised Recommendation E-108 on Surface Colours used as Visual Signals on Aids to Navigation

Mike Hadley reported that at the end of EEP14, there was some concern about two figures in Table 7 (Page 16), in that, for ordinary colours, it was not felt that the Natural Colour System figures quoted were the best fit to IALA's requirements. These figures had been reviewed and better specifications proposed, which had resulted in a corrected document. There had also been one correction made to the title of Table 4, where the word 'ordinary' had been replaced by 'fluorescent'. The submission of this document, if approved, would complete Work Item 4.2.

**The draft revised Recommendation E-108 was approved.**

#### 7.4.8 - Draft Guideline 1075 on a Business Plan for the Complementary Use of a Historic Lighthouse

Mike Hadley reported about some discussion about whether this document should be called a business plan or a project plan but as it was agreed that a business plan needed a project plan to support it the original title, from Work Item 2.5, was retained. If approved, this document would complete that Work Item.

**The draft Guideline 1075 was approved.**

#### 7.4.9 - Draft Guideline 1076 on Building Conditioning of Lighthouses

Mike Hadley said that if approved, this document would complete Work Item 2.11. It was recognised that it is based on the experience of the General Lighthouse Authority of UK and Ireland, as no other contributions were received on this topic. It was hoped that, when seen by other National Members, they would want to contribute and so broaden the knowledge and geographical base of the document, which would, in turn, lead to a revision.

**The draft Guideline 1076 was approved.**

#### 7.4.10 - Draft Recommendation E-141 on Aids to Navigation Training (World Wide Academy)

Mike Hadley introduced the document as based on the approach taken by VTS. It was developed inter-sessionally by Jean-Charles Leclair and finalised at the meeting. It was part completion of Work Item 3.7.

Jean-Charles Leclair explained that it was based on the same principles as the Recommendation V-103 on VTS training.

James Collocott asked whether the term "engineer" could be explained. In some countries, he reported, an engineer can have different graduations or diplomas.

Other questions concerned the necessity of keeping power supply as a separate training item and a better definition of radar beacons.

**The draft Recommendation E-141 was approved with amendments.**

7.4.11 - Example model course for Aids to Navigation (World Wide Academy)

Mike Hadley said that taken with the Draft Recommendation E-141 on AtoN Training, this completed Work Item 3.7. If approved, it was recommended that it supersedes IALA Guideline no. 1020 on training related to aids to navigation.

Jean-Charles Leclair added that the Council was requested to approve the template and not the technical contents, which were just given as sample contents.

**The draft example model course was approved.**

7.4.12 – Report on the response to the IALA questionnaire on alternative-complementary use of lighthouses

Mike Hadley said that the Council was asked to note this document, which was based on the 20 responses received to an EEP questionnaire and completed Work Item 2.3. It had been requested that it be published on the IALA website. In fact, following a request from the EEP Committee, a Heritage / Conservation section had been established on the IALA website, to facilitate the promulgation of information, such as this, that did not fall within the current IALA documentation structure.

**The report was noted.**

7.4.13 - Draft revised Guideline 1037 on Data Collection for Aids to Navigation Performance Calculation

Mike Hadley reported that the document contained the latest information about Key Performance Indicators that the Committee had been able to coax from members since EEP9, which was not as much as it suspected ought to be available. This completed Work Item 3.2.

Stuart Ruttle requested that the down time figures be correct.

**The draft revised Guideline 1037 was approved, subject that the downtime figures be corrected.**

**7.5 – Aids to Navigation Management Matters**

7.5.1 – Report of ANM 14

Manuel Gomez stated that on the contrary to what was written in the Committee report (paragraph 5.2) Juan-Francisco Rebollo would continue to attend the Committee meetings.

**The Council took note of this and the rest of the report was noted.**



### 7.5.2 – Draft revised IALA Maritime Buoyage System

Mike Hadley recalled that this document had given rise to comment from several Councillors at the last meeting. These had been addressed and the individual Councillors had been advised, in personal notes from the Committee's Chairman, as to how their comments had been addressed. If approved, this would complete Task 3 for the ANM Committee. The Council should have received hard copies of this document, together with a covering note from the Committee Chairman (ANM14/output/10a).

The Secretary General insisted on the necessity to have a perfect document. He said in particular that the cover suggested by the Committee was not appropriate and suggested a new one, designed by Gwenola Josse of the IALA Secretariat, which gave a continuity with the original document.

James Collocott supported the idea of a different cover. He also identified some editorial mistakes to be corrected.

Manuel Gomez asked when the document would become official. He highlighted the fact that the countries would have to promulgate it, and in some cases translate it in the country's language for national information and use. The Secretary General answered that the revised MBS would be officially launched at the IALA 2010 Conference.

**The Council accepted the alternative cover produced by the Secretariat. It was agreed to request Roger Barker of Trinity House to have a final look at the document, while the editorial corrections are made at the IALA Secretariat. The corrected version would go back to the Committee Chair and Vice Chair and then to Council for formal approval by 1<sup>st</sup> February 2010. (*Action item 5*)**

### 7.5.3 – Draft NAVGUIDE Edition 2010

Mike Hadley said that the document represented work over the full Work Programme, which had been masterminded by Gerry Brine of AMSA. It contained contributions from each of the Committees and completed the ANM Committee's Task 7.

There was one outstanding issue that arose from discussion about a representation made first to e-NAV7 by an IMPA Vice President and subsequently to ANM14 by the Secretary-General of IMPA. The comments made had been accommodated in the draft revised text of the NAVGUIDE but the Secretary-General of IMPA had gone on to offer further advice. On reviewing the new text, where it had been suggested a portion of text be removed from a statement about the role of the pilot, exception was taken and the existing wording was reinstated in [square brackets] with a request that the Council consider whether IMPA's proposed amendment could be accepted.

The relevant portion of the revised NAVGUIDE is the third paragraph of section 6.1.1, which should now read: "When a pilot boards a vessel, it is customary for the pilot to be given **"conduct of the vessel"**, but not **"command"**. The role of the pilot [is to act as an adviser to the master, which] often includes:.."

The Secretary General agreed that the NAVGUIDE was not finalised yet and not able to be approved at that stage.

**The revised document would be uploaded to the IALA ftp server where Councillors would download it for their review and approval.**

**Details of access to the MBS are:**

**<ftp://193.251.3.91>**

**user name: ftpuser**

**password: siren**

**document: ANM/NAVGUIDE2010**

**Comments were requested by 1<sup>st</sup> February 2010.**

**(Action item 6)**

#### 7.5.4 - Draft IALA Guideline 1079 on establishing and Conducting User Consultancy by Aids to Navigation Authorities

Mike Hadley said that following two circulations to each of the other Committees, this document was finalised at ANM14 and completed the ANM Committee's Task 12. It began life as a prospective Recommendation and Guideline but, as it matured, it was concluded that the production of a Guideline was what was required.

**The draft IALA Guideline 1079 was approved.**

#### 7.5.5 – Information on channel design

Mike Hadley presented the document resulting from Task 1 was not quite what the task description originally required and the liaison note seek to explain why the content had to be changed. It stated why it was felt necessary to change the title of the document and why, due to the need for further development of the e-Navigation concept, e-Navigation and the term Marine Electronic Highway had not been promoted in the draft Guideline. Although the EEP Committee suggested that there was much information that should properly be in the NAVGUIDE, the ANM Committee concluded that, without including significant chunks of the NAVGUIDE, the document should be 'stand alone'.

**The information document was noted.**

#### 7.5.6 - Draft IALA Guideline 1078 on a Mix of Aids to Navigation Fairways Including Dredged Channels and Canals

Mike Hadley said that it had been a major piece of work and a labour of love for Hendrik Eusterbarkey. If approved it would complete Task 1.

The Secretary General said that it had a complicated title. Stuart Ruttle and James Collocott added that it was difficult to read.

**The Council agreed that the draft Guideline should be sent back to the Committee for editorial revision, in order to make it clearer.**

#### 7.5.7 – Information on Electronic Position Fixing System (EPFS)

Mike Hadley reported that the information in the Annex to the liaison note was a combination of work by the e-NAV and ANM Committees. It proposed revised accuracy requirements

that it was considered are due for review and which would form part of the work programme for NAV56 and NAV57. If approved, it was initially requested that the wording in the Annex, specifically section 4, be used as the basis for an IALA input to NAV56. However, it had since been realized that there would be no opportunity for co-ordination between the ANM and e-NAV Committees on this matter before the submission deadline for NAV56. Thus, any submission to NAV 56 would probably be from a consortium of national administrations, in all probability UK, USA, the Netherlands & Sweden. The Council was, therefore requested to note rather than approve this paper.

**The information paper was noted.**

## **7.6 – Legal Advisory Panel**

### 7.6.1 – Report of LAP 6

**The report was noted.**

### 7.6.2 - Legal aspects in relation to the IALA-NET project (legal issues re. controlling and retransmitting AIS data)

**The Council noted the information provided.**

### 7.6.3 – Draft MOU between IALA and its Host Country

Jacques Manchard said that France had already started to implement most parts of the MOU but some could not be put in place due to legal restrictions (i.e. tax reductions for the IALA staff).

Svend Eskildsen added that the MOU was intended to be used for negotiations with potential host countries and it was not expected to have all statements covered. The MOU concentrated on legal aspects and surface was not covered.

## **7.7 – Pilotage Authority Forum**

### 7.7.1 – Report of 7<sup>th</sup> meeting

### 7.7.2 – Draft IALA Guideline for Competent Pilotage Authorities

Commenting the report of the latest PAF meeting and the subsequent draft Guideline for Competent Pilotage Authorities that were brought forward for approval, the Council made the following remarks:

The Pilotage Authority Forum consists of 5 IALA Member only (Denmark, Finland, Norway, Sweden and the USA), despite the efforts made to attract participation of other members. This limited number of members could lead to criticisms being made of a Guideline that doesn't reflect the views of a majority of IALA National Members.

This came in addition to the reservations voiced at the PAF creation, pilotage being seen as not part of IALA core business and raising a strong opposition from some pilot organizations.

Although it was clear in the document that the Guidelines are intended for Pilotage Authorities and do not give instructions on how to provide pilotage the Council did not feel appropriate at this stage to approve and issue them as an official document.

Some Councillors in attendance also reported that they had forwarded the draft Guidelines to the responsible service within their country, which expressed reservations. Others expressed the need for this document, and felt it was ready for approval as was.

A suggestion was given by the Secretary General to use them as a basis for a Workshop refining the document, while approving it in principle at this stage but the proposal was not retained; it was doubtful that a Workshop would have a better result in terms of participation and this could be seen as a lack of interest and lead to the Forum being disbanded. It was felt however that all efforts should be made to attract more members and a another proposal was put forward to open up the participation outside IALA

**In order to make sure the Guideline is a document that reflects the views of the entire IALA Membership and to increase its foundation it was therefore agreed to proceed as follows:**

- **The IALA secretariat would publish the draft Guideline, invite for comments and circulate the Guidelines within the entire IALA National Membership;**
- **Invite Membership and external comments by Feb 15<sup>th</sup>, 2010;**
- **Refine it at the next PAF meeting in accordance with the comments received;**
- **Submit it for formal approval to the Council session following the PAF meeting.**  
**(Action item 7)**

The general appreciation of the Council was that the Pilotage Authority Forum is an important place for the exchange of thoughts and experiences and to share common issues of interest for pilotage authorities.

## **7.8 – Steering Committee on Generic Risk Model**

7.8.1 - Report of 16<sup>th</sup> Steering Group meeting

7.8.2 - Report of 17<sup>th</sup> Steering Group meeting

7.8.3 - Report of 18<sup>th</sup> Steering Group meeting

**The reports were noted.**

Jean-Charles Leclair made a presentation <sup>1</sup> on the way the Generic Risk Modal should develop. It was also noted that a further IWRAP training session was to be held at IALA Headquarters on 16-18 February 2010.

Wayne Muilenburg said that the development of an official IALA paper would help USCG participation and Jean-Charles Leclair answered that this was a list of tasks for the 19<sup>th</sup> meeting.

Arve Dimmen pointed out that it was important to get the support of the ENC's and Jeremy de Halpert added that it was important to have a model that would not be that complicated that it would be beyond human being's understanding.

<sup>1</sup> All presentations made at the session are available on the IALA Council Website [www.ialatwo.org/council/](http://www.ialatwo.org/council/)

The Secretary General drew the Council's attention to PAWSA, the other component of the Generic Risk Model, saying that it could be complicated to use too and that he was not sure about its future when IWRAP is totally operational. Wayne Muilenburg answered that PAWSA had recently been simplified and Gary Prosser added that Australia had held 3 PAWSA Workshops in 2009, which proved very successful.

The Secretary General then suggested having external facilitators to ease teaching the PWASA model and such facilitators could be added to the list of IALA experts.

## **7.9 – IALA-NET**

### **7.9.1 - Report of the 6<sup>th</sup> meeting of the Steering Group**

**The report was noted.**

## **7.10 – World Wide Academy**

Jean-Charles Leclair made a presentation <sup>1</sup> on the future structure of the IALA World Wide Academy.

It was recognised that such an academy would need a dean to be its responsible person. On a proposal by the Secretary General **the Council unanimously agreed that Jean-Charles Leclair should be appointed Dean of the IALA World Wide Academy.**

Jean-Charles Leclair said that he was very honoured by this decision, which a great incentive to continue the work.

## **8. International**

### **8.1 – IMO**

#### **8.1.1 – Report of IMO MSC 86**

Jeremy de Halpert reported that a private company was launching a system including satellite AIS. He was wondering how IMO would be able to control the gathering and sale of AIS information. Jean-Charles Leclair answered that the question had been raised at IMO, not generating reaction so far.

**The Council noted the report prepared by the IALA accredited representative at IMO, Jean-Charles Leclair.**

#### **8.1.2 – Report of IMO NAV 55**

**The Council noted the report prepared by the IALA accredited representative at IMO, Jean-Charles Leclair.**

### **8.2 – FERNS**

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<sup>1</sup> All presentations made at the session are available on the IALA Council Website [www.ialatwo.org/council/](http://www.ialatwo.org/council/)

### 8.2.1 – Report of FERNS 18

Jean-Charles Leclair gave a brief summary of the meeting. The report will be made available to the 47<sup>th</sup> session of the IALA Council.

### **The Council noted the report on FERNS 18.**

On this occasion Professor GUG of Korea gave a presentation on the General Information Center on Marine Safety and Security (GICOMS) implemented in Korea.<sup>1</sup>

## **9. IMC Matters**

John Sugarman reported on the latest IMC meeting held in Finland in June 2009, which mainly concentrated on the Cape Town Exhibition. He said that all booths had been sold but there were still some problems with sponsorship that did not generate much response from the Industrial Members who are doubtful about the benefits of sponsorship against its cost.

He also mentioned problems encountered with the IMC Website and the issue of IALA consulting, which was a concern to IMC. The IMC opinion was that any consultancy request received by IALA should first be circulated to the IMC.

## **10. IALA Conferences and Symposiums**

### **10.1 – 2010 Conference, Cape Town, South Africa**

#### 10.1.1 - Report of Steering Committee meeting – October

**The report was noted.**

#### 7.1.2 – Update on progress

James Collocott gave a short presentation updating the Council on the progress made in the Conference organisation since the Conference Committee meeting was held<sup>1</sup>.

The Secretary General reported on the lack of reaction of the IMO Secretary General to the invitation he had received to deliver the keynote speech and he suggested withdrawing the invitation. The Council agreed and **it was decided that the keynote speech would be delivered by Alexandros Maratos of IHO, who was prepared to do so.**

### **10.2 – 2012 VTS Symposium, Istanbul, Turkey**

#### **10.2.1 – Report of the Steering Group meeting**

**The report was noted.**

Tuncay Cehreli reported that a preliminary invitation was being prepared for the Cape Town Conference. He presented briefly the venue and the theme selected for the Symposium<sup>1</sup>.

<sup>1</sup> All presentations made at the session are available on the IALA Council Website [www.ialatwo.org/council/](http://www.ialatwo.org/council/)

### **10.3 - Draft revised Internal Guideline for the Preparation of a Conference or Symposium**

The draft revised Guideline was approved. James Collocott requested however that the next version be made clearer.

### **10.4 –2014 IALA Conference**

Manuel Gomez said that he had got official support of the Spanish Government. A team will visit the IALA Headquarters in early 2010 to discuss the Conference organisation. Three potential locations had been identified and the 2014 event would be advertised at Cape Town.

### **10.4 – 2016 VTS Symposium**

Wayne Muilenburg said that the US was still intending to host this Symposium in Seattle. Unfortunately the idea to organise in co-operation with Canada had to be abandoned due to difficulty in managing the finance aspects.

### **10.5 – 2018 IALA Conference**

The Korean delegation said that they had started working on this item and more information would be available in Cape Town.

## **11. IALA Workshops and Seminars**

### **11.1 – Workshop on Virtual Aids to Navigation**

The Secretary General reported that this very important Workshop would be held at IALA Headquarters on 25-28 January 2010. In order to obtain good results it had been decided to limit the number of participants to 40, a number that had already been achieved.

### **11.2 – IWRAP Training Workshop**

As already mentioned the Workshop was to take at IALA Headquarters on 16-18 February 2010 as a follow up of the Kuala Lumpur event.

## **12. IALA meetings**

### **12.1 – Meeting on polar routes**

The Secretary General said that the meeting would gathered at the IALA Headquarters on 10-12 February 2010 the five countries with coasts around the North Pole, namely USA, Canada, Denmark, Norway and Russia, and will identify appropriate ways of marking the maritime routes in the polar area. It will also look into virtual aids to navigation.

## 13. Membership

### 13.1 – Applications for Membership

#### 13.1.1- Industrial Membership

- *Mediterraneo Señales Maritimas S.L.; Spain. Accepted.*
- *Hi Tech Elastomers Ltd; India. Accepted.*
- *Thales Air System; France. Accepted*

#### 13.1.2 - Associate Membership

- *Navigation Institute of Jimei University; China. Accepted*

### 13.2 - Resignations from IALA Membership

The Council noted the resignations received from:

- *Barbados, from National Membership.* This organisation was protesting about the adjustment of the fees every year and thought that the cost for membership was getting higher and higher.
- *Plath GmbH, Germany from Industrial Membership.*
- *Fujitsu Ltd., Japan from Industrial Membership.*

## 14. IALA Communication means

### 14.1 – IALA Websites

#### 14.1.1 – Digital Library of all IALA documents

**The Council agreed to consider the matter in the future.**

#### 14.1.2 – Web version of NAVGUIDE

James Collocott suggested publishing a summary on the Website as a marketing tool. The secretary General added that, should the NAVGUIDE be made available on the Website, it should be free only for IALA Members.

**The Council agreed that a recommendation should be prepared for the next session.**  
**(Action item 8)**

### 14.2 – IALA Bulletin

The Secretary General reported that the IALA Bulletin was very popular and the number of subscriptions had increased. He thanked Chile for their translations of the summary articles into Spanish.

## 15. International co-operation

The Secretary General indicated that there had been no developments during the past months.



## **16. National issues**

The Councillors were invited to talk about developments in their countries. US announced its Government's intention to cease Loran-C operation.

## **17. Any other business**

There was no discussion under this Agenda item.

## **18. Date and place of next meetings**

- **Session 47 will be held at Cape Town on Sunday 21<sup>st</sup> March at 14h00.** The FAC will not meet on this occasion.
- **Session 48** will be the first session of the new elected Council. It will take place on Saturday 27<sup>th</sup> March at Cape Town just after the results of the vote are known.
- **Session 49** is tentatively scheduled for the week commencing 21<sup>st</sup> June 2010 in Marseilles, France, subject to confirmation by the new Council.
- **Session 50** will be held week 49 in December 2010. Tentative invitations had been received from Korea and India. The new Council will decide on their follow up.

**The President then closed the meeting at 16h30 on 9<sup>th</sup> December by thanking the delegates for their support in ensuring a smooth process of an exceptionally heavy Agenda. He also thanked most warmly Admiral Larranaga and his staff for the superb arrangements made for the session.**

## Annex 1

## Cash Flow situation

Table

<b>Income</b>	<b>Budget for 2009</b>		<b>Actual as at 31/12/2008</b>		<b>Actual as at 31/10/2009</b>		<b>Commitment against</b>	
	Amount	% of total	Amount	% of total	Amount	% of total	Budget	31/10/2008
Membership fees	1 365 530,00	94%	1 292 401,00	87%	1 069 240,73	1) 86%	78%	161%
Publications (incl. advert.)	75 000,00	5%	78 272,91	5%	65 169,15	5%	87%	470%
Seminars and Workshops	15 000,00	1%	98 742,00	7%	98 509,21	8%	657%	454%
Miscellaneous	3 000,00	0%	15 196,66	1%	15 435,90	1%	515%	105%
<b>Total income</b>	<b>1 458 530,00</b>	<b>100%</b>	<b>1 484 612,57</b>	<b>100%</b>	<b>1 248 354,99</b>	<b>100%</b>	<b>86%</b>	<b>100%</b>

<b>Expenses</b>	<b>Budget for 2009</b>		<b>Actual as at 31/12/2008</b>		<b>Actual as at 31/10/2009</b>		<b>Commitment against</b>	
	Amount	% of total	Amount	% of total	Amount	% of total	Budget	31/10/2008
Running expenses	154 300,00	12%	264 762,70	18%	141 213,41	14%	92%	188%
Missions	80 000,00	6%	94 732,87	7%	80 083,91	8%	100%	202%
Publications	63 000,00	5%	71 628,48	5%	50 140,88	5%	80%	555%
Personnel (Incl. Taxes & charge)	925 000,00	72%	878 414,92	61%	683 541,18	66%	74%	350%
Meetings	61 000,00	5%	134 185,52	9%	78 734,39	8%	129%	14477%
<b>Total expenses</b>	<b>1 283 300,00</b>	<b>100%</b>	<b>1 443 724,49</b>	<b>100%</b>	<b>1 033 713,77</b>	<b>100%</b>	<b>81%</b>	<b>105%</b>

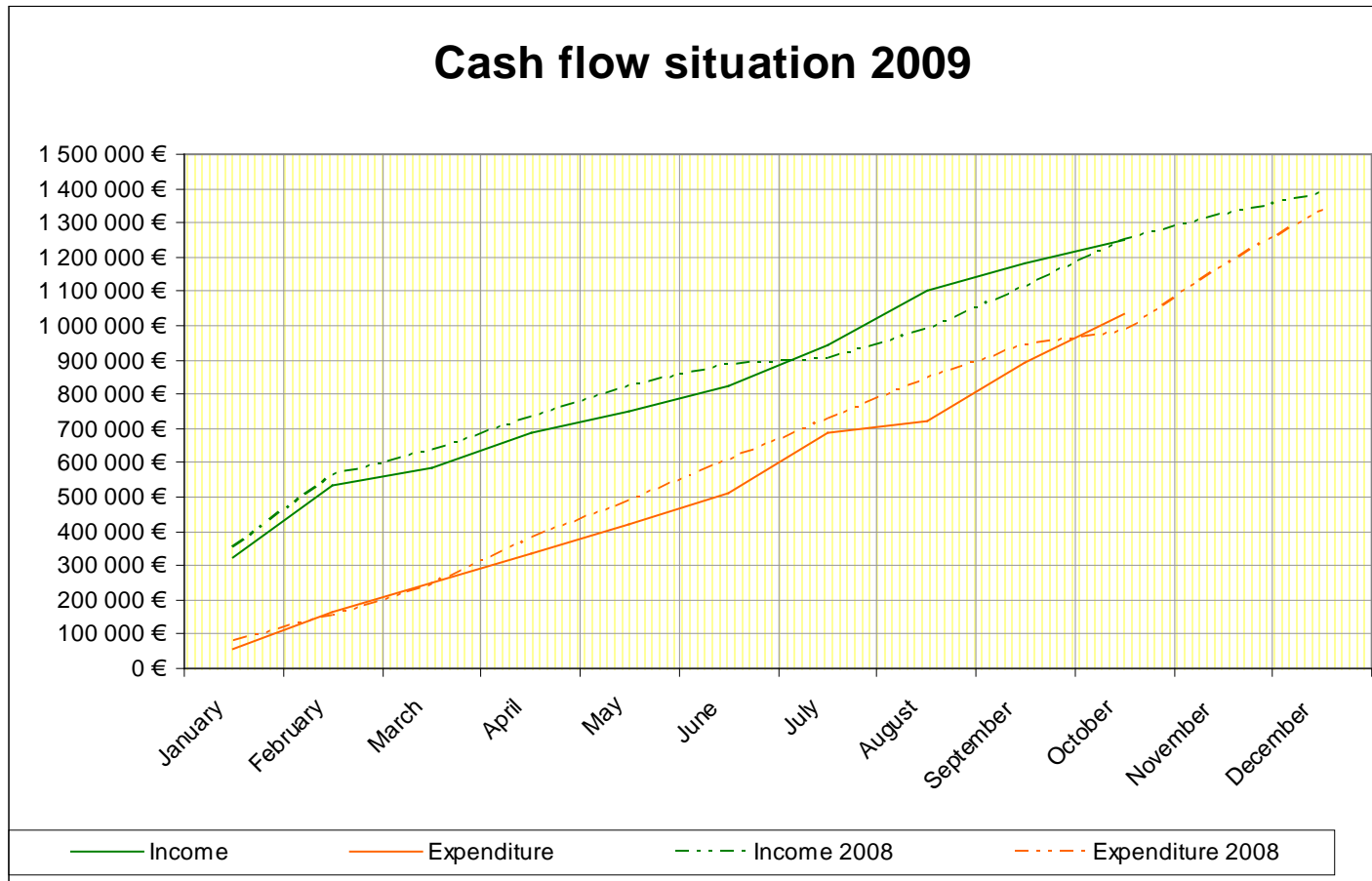
Provisions	-107 500,00
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<b>Income against expenditure</b>	<b>282 730,00</b>	<b>40 888,08</b>
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Notes: 1) 384 140 paid in 2008 for 2009

2) 262 530 paid in 2009 for 2010

**Cash Flow situation****Graph**

Association and of Maritime Authorities	INCOME								Notes
		2008 Actual as at 31st December	2009	2010 2% increase in fees	2011 3% increase in fees	2012 3% increase in fees	2013 3% increase in fees	2014 3% increase in fees	
A) Membership fees (a)		1 292 401	1 377 730	1 443 100	1 486 393	1 530 985	1 576 914	1 624 222	a) Based on the present number of members
B) Publications (b)		78 273	75 000	78 440	79 643	82 912	84 250	87 657	b) New Manuals and Guides in Conference and VTS Symposium years
C) Seminars & Workshops		9 712	10 000	10 000	10 000	10 000	10 000	10 000	
D) IALA Conferences		0	0	50 000	0	50 000	0	50 000	
E) Miscellaneous		16 076	3 000	3 000	3 000	3 000	3 000	3 000	
Provision for bad debts		0	-130 000	-130 000	-130 000	-130 000	-130 000	-130 000	
<b>Total Income</b>		<b>1 485 492</b>	<b>1 340 730</b>	<b>1 454 540</b>	<b>1 449 036</b>	<b>1 546 897</b>	<b>1 544 164</b>	<b>1 644 879</b>	
Association of Maritime Authorities	EXPENSES								Notes
		2008	2009	2010	2011	2012	2013	2014	
F) Running expenses 1)		166 300	166 300	166 300	166 300	166 300	166 300	166 300	1) Plus investment costs: 7 889,99
G) Missions		93 543	80 000	80 000	80 000	80 000	80 000	80 000	
H) Publications 2)		57 281	63 000	63 000	63 000	75 000	63 000	63 000	2) VTS Manual
I) Office		895 032	925 000	970 000	890 000	890 000	890 000	890 000	
J) Workshops & meetings HQ		117 986	61 000	41 000	41 000	41 000	41 000	41 000	
K) Conferences		16 303	0	50 000	0	50 000	0	0	
<b>Total Expenses</b>		<b>1 407 723</b>	<b>1 225 300</b>	<b>1 297 000</b>	<b>1 240 300</b>	<b>1 302 300</b>	<b>1 240 300</b>	<b>1 240 300</b>	
Association of Maritime Authorities	PROVISIONS								Notes
		2008	2009	2010	2011	2012	2013	2014	
For contingencies		0	7 500	7 500	7 500	7 500	7 500	7 500	
For inflation (3%)		0	0	41 919	79 128	118 197	155 406	192 615	
For strategy implementation		0	15 000	15 000	15 000	15 000	15 000	15 000	
<b>Total Provisions</b>		<b>0</b>	<b>22 500</b>	<b>64 419</b>	<b>101 628</b>	<b>140 697</b>	<b>177 906</b>	<b>215 115</b>	
<b>CAPITAL COSTS</b>	3)	<b>0</b>	<b>0</b>	<b>26 000</b>	<b>0</b>	<b>26 000</b>	<b>0</b>	<b>0</b>	3) New car in 2010 and 2012
<b>EXPECTED RESULT OF THE YEAR</b>			3		107 108	77 900	125 958	189 464	

## **Annex 2**

### **Report of Strategy meeting – 7 December 2009 – IALA Punta Arenas Meeting report**

#### **1. WELCOME AND INTRODUCTION**

The Meeting was opened by the IALA Secretary General, who explained that due to Strategy Group Chairman, Christian Forst of Germany, being prevented from attending the meeting would be chaired by Stuart Ruttle of Ireland.

#### **2. PRESENT STATUS OF THE DRAFT IALA STRATEGY 2010-2014**

Stuart Ruttle gave a brief overview of the development of the IALA Strategy, from the establishment of the Strategy core group in June 2007. During regular meetings held since September 2007 the group identified 18 items for consideration by the Council. A cost/benefit analysis was made for each item and was finally prioritised by the Councillors and the PAP members. The outcome of the analyses and prioritising exercise were submitted to the meeting.

#### **3. RESULT OF THE PRIORITY RANKING FOR THE STRATEGIC ITEMS**

The priority ranking arrived at was presented to the participants, who had no comments to it.

#### **4. REPORT OF THE KIEL MEETING, JUNE 2009**

There was no comment on the report of this meeting, which was submitted as an input paper.

#### **5. REPORT OF THE JOINT STRATEGY/PAP MEETING, OCTOBER 2009**

The meeting was reported as having worked mainly on strengthening the role of IALA in the list of strategy items and reordering them logically. The items were specifically not numbered. The resulting document consists of 4 sections. The second one – The vision – was intentionally left blank for the Council to develop its own vision for the next 20 years.

Then the joint Strategy/PAP meeting interpreted the items in a summarized implementation plan.

#### **6. DRAFT IALA STRATEGY AND SUMMARY OF THE STRATEGY IMPLEMENTATION**

The participants were invited to look into the draft implementation of the IALA strategy 2010-2014.

The only question concerned the relevance of issuing Guidelines and Recommendations on pilotage services. Mr Gomez thought that it could lead to confusion. The Secretary General explained that in this context pilotage should be understood as a broad term, which does not mean individual pilots. He referred to the new version of the IALA Navguide, which states that pilotage is a service to marine navigation. This new definition of pilotage being accepted by IMPA, which represent the pilots world-wide, there should not be any misunderstanding. The document was approved, with some editorial corrections.

#### **7. DRAFT STRATEGY IMPLEMENTATION PLAN – ASSIGNMENT OF RESPONSIBILITIES**

In this document the joint Strategy/PAP meeting had assigned responsibilities to a group (Council – IALA Secretariat – Committees – Workshops/Seminars) for each item.

There was no comment from the floor.

#### **8. ANY OTHER BUSINESS**

##### **8.1 Observers at Council meetings**

Stuart Ruttle recalled that previous meetings had identified the need of allowing from time to time, to the discretion of the Secretary General, specialist observers, especially from Sister Organisations, to attend Council meetings. He suggested recommending it to the Council.

##### **8.2 Location of IALA Headquarters**

Discussions about a possible relocation of IALA Headquarters were prompted by an offer received from The Netherlands to host the Association.

The offer led to careful studies being carried out by an independent consultancy company and a small IALA group, to evaluate IALA requirements against the Dutch offer.

France is also keen keeping IALA Headquarters in the country and came with another proposal.

The meeting was therefore presented with the two following documents:

- A bid book prepared by The Netherlands, which show a good analysis of the requirements and a full commitment by the country, with full support from the various ministries involved.
- An offer prepared by France, which suggests an extension and redesign of the present Headquarters and shows a French commitment to finance the refurbishment works and give Governmental support in terms of a higher profile being given to IALA.

The participants agreed that a detailed business case should be made, including all aspects, i.e. finance, legal, disruption in work, etc. The final decision would be made by the Council, according to the results of the business case, at its 47<sup>th</sup> session in Cape Town in March 2010.

**The meeting is recommending the Council to:**

- **Approve the IALA Strategy document reviewed and develop The Vision during the first weeks of 2010;**
- **Approve the principle of having observers, when required, at IALA Council meetings; and,**
- **Nominate a small group to prepare a business case on IALA location for the 47<sup>th</sup> Council session.**

The acting Chairman closed meeting at 1700. He requested his appreciation to be passed onto Christian Forst for his efforts over the years to bring up this strategy document.

## Annex 3

### Action items

**Action item 1:** *The Secretary General to write to ICAO drawing its attention to the confusion problem with aviation and marine marking in the case of wind farms.*

**Action item 2:** *Jeremy de Halpert to provide the Council in January 2010 with a vision statement for the IALA Strategy Document.*

**Action item 3:** *The Secretariat to amend the meetings diary to provide for Council meetings during weeks 25 and 49 each year until 2014.*

**Action item 4:** *The VTS Committee to introduce the concept of fatigue in the future revised model courses for VTS training.*

**Action item 5:** *The Secretariat to ask Roger Barker of Trinity House to have a final look at the revised MBS and send it to the Council for final approval by 1<sup>st</sup> February 2010.*

**Action item 6:** *The Council to comment on the 2010 edition of the NAVGUIDE available at <ftp://193.251.3.91>*

*user name: ftpuser*

*password: siren*

*document: ANM/NAVGUIDE2010*

*Comments to be sent to the IALA Secretariat by 1<sup>st</sup> February 2010.*

**Action item 7:** *The Secretariat to:*

- *Publish the draft Guideline, invite for comments and circulate the Guidelines for Pilotage within the entire IALA National Membership;*
- *Invite Membership and external comments by Feb 15<sup>th</sup>, 2010;*
- *Refine it at the next PAF meeting in accordance with the comments received;*
- *Submit it for formal approval to the Council session following the PAF meeting.*

**Action item 8:** *The Secretariat to prepare a recommendation to the Council on the potential options for a digitised version of the IALA NAVGUIDE.*