

FINAL DRAFT REPORT OF THE 52ND SESSION OF THE IALA COUNCIL

With the exception of Ireland, all Councillors were present or represented.

REPORT OF THE 51ST SESSION OF THE IALA COUNCIL

The report was approved; however the Council noted that on page 3 – VTS beyond territorial waters, the “demand at IMO” does not refer to a demand from IMO itself but a demand from some of its Member States.

It was further noted that a concise report will be the only document to be circulated to both Council and Committees. Detailed minutes will not be produced any longer.

ACTIVITY REPORT

The demands on IALA are ever increasing. Although every effort is made to meet the demands the pressure on the Secretariat continues to rise and the Strategy Group strongly recommended that IALA concentrates on its core business. Such a pressure will require the organisation of the Secretariat to be reconsidered.

The Membership provides strong support to IALA. There are many applications for Industrial and Associate Membership but the Association needs more National Members. The support given by France by means of a part time worker will certainly help having African countries joining or re-joining. The JAPAN Coast Guard provided IALA with a seconded officer; this can be seen as a mutual exchange giving extra staff to IALA and at the same having the Japan Coast Guard know more about IALA.

A new status for IALA is being considered with the help of the host country. The aim is to have it regarded as a truly International Organisation.

Establishment of the World Wide Academy is nearing completion. The IALA IT system is progressing but still needs improvements.

Finally the Pilotage Authority Forum remains a sensitive issue. The Forum produced draft Guidelines that were discussed further at the meeting.

FINANCE

Cash flow situation as of 31st October 2011

The cash flow situation does not reflect what the balance sheet will be. It just shows money coming in and out. This year's cash flow demonstrates that IALA is back to a normal situation after the transition from one Secretary General to another one and the Headquarters' relocation. The IALA financial situation is stable.

The cash flow situation was noted.

2012 Budget and 5 year forecast

The Council approved in June a 3% increase in Membership fees and this is reflected in the proposed budget for 2012. Some figures had to be adjusted due to a Headquarters that is more expensive to run than the previous one. The budget shows an excess of income against expenditure; however the various provisions made, and especially the one to "rebuild the reserve after relocation" led to an anticipated small loss.

The Council approved the 2012 budget and noted the 5 year forecast.

Relocation budget

A specific budget was prepared for the relocation project. Regarding the loan taken for the fitting out of the new premises the Finance Advisory Committee recommends that the Council pay it off at the first possible date, i.e. December 2012. This would considerably reduce the reserve but provision is made for its rebuilding over 5 years, as already mentioned above, and IALA would then have 2M€ in assets.

Action

The Hon. Treasurer is requested to pay off IALA's bank loan during December 2012

Bad debts vs. early fees

The FAC had been given the task to look into bad debts and make recommendations to the Council regarding those members that should be taken out the List of Members due to unpaid fees. The FAC made the following recommendations:

- Equatorial Guinea and Côte d'Ivoire should be taken out the list as National Members
- Port of San Pedro, Côte d'Ivoire, should be taken out the list as an Associate Member
- Northrop Grumman, USA, should be taken out the list as an Industrial Member
- A general review was also conducted of bad debtors to rationalise residual liability for IALA

Action

The Secretariat is requested to amend the Association's List of Members.

Finally, it was stated that 17 national members, 15 associate members and 22 industrial members had paid their 2012 fees in advance and the Council expressed its recognition of this great help to IALA's operations.

The Council agreed to waive past year fees waived according to the FAC recommendations. Members to be taken out the List of IALA Members were discussed and decided on under Agenda item – Membership.

New IALA Treasurer

Sir Jeremy de Halpert, who had been the IALA Treasurer since June 2005 had to resign due his retirement from the position of Deputy Master of Trinity House and UK representative at the IALA Council. The many changes having occurred within the FAC due to other replacements in National Members' representations led the FAC to suggest, as a replacement, having Captain Ian McNaught to take over. Captain Ian McNaught had the opportunity to learn, alongside Sir Jeremy, both the duties of Trinity House representative at the Council and IALA Treasurer.

The proposal was unanimously accepted and Ian McNaught was appointed as IALA Treasurer for the period ending 31st May 2014.

STRATEGY

The Strategy Group meetings are open to all Councillors. A report of the meeting held the day before the Council started is given as **Annex 1**.

All recommendations made by the Strategy Group to the Council were approved by the Council.

Council and Committees, Panels and Forums are requested to give their inputs for the 2014-2018 IALA Strategy by October 2012.

Action Council

Council members are requested to provide their inputs for the 2014-2018 IALA Strategy by October 2012.

VTS / e-NAV / EEP / ANM Committees, PAP, PAF & LAP are requested to provide their inputs for the 2014-2018 IALA Strategy by October 2012.

POLICY ADVISORY PANEL

Report of PAP 22

The report was noted and the date for the Australian Risk Seminar corrected.

Information paper – Regulatory process for e-Navigation

The Council did not approve the proposed input to the IMO Correspondence Group. The intent to help on the ship side was understood and appreciated but it was felt desirable that IALA remains within

the limits of its IMO remit, that is to say addresses the shore side of e-Navigation. *However, should there be concerns regarding the lack of information to have its tasks achieved, IALA should invite its e-NAV Committee to produce a list of missing items. The gap analysis planned for the next IMO COMSAR meeting may be an opportunity for IALA to voice its concerns.*

Strategy items regarding polar routes

Again this was regarded as stepping outside the core business of the IALA Committees, which should concentrate on the technical aspects of polar navigation. No confusion should be created with the Arctic Forum. The opportunity to be part of the Arctic Hydrographic Commission, through one or more of the National Members, should not be neglected.

Submission to IMO – Revision of Recommendation for the protection of the AIS VHF Data Link (Resolution MSC.140(76))

The submission was approved.

Unplanned output from MSC90 – To prepare performance standards for multi-system shipborne receivers

The paper was prepared for submission by IALA National Members. This seemed to create a problem as some of the IALA National Members had “promised” not to add to the IMO workload by submitting new work items. The deadline for submission being February *the Councillors of France, , Norway and Sweden will consider if it is appropriate for them to send a submission with IALA as a co-sponsor.*

Submission to IMO STW43 – Development of guidance for the implementation of the 2010 Manila amendments

The proposal regarding the training of ship masters and officers in VTS operations was approved. A footnote to paragraph 14 will refer to Annex 2 of IMO Resolution A.857(20).

Revised meeting dates

The revised meeting dates were approved in principle.

e-NAVIGATION COMMITTEE

Report on e-NAV 10

The report was noted and the requested changes to the Work Programme approved.

Liaison note to ITU on revision of Recommendation ITU-R M.1371-4 Draft Revision of Recommendation ITU-R M.1371-4

The Council noted that both documents had been approved by correspondence prior to the meeting.

Liaison note to IEC on the revision of Recommendation ITU-R M.1371-4

The liaison note was approved.

Strategy for maintaining racon service capability

The document was approved with one amendment in section 6, to replace “... seek to provide S-band service”, which was felt too strong, with “... encourage to provide S-band service.”

IALA participation in the IHO Geospatial Information Registry

There was enthusiastic support from all Councillors, especially after tests made in EfficienSea and the Malacca Strait. *IALA participation was approved. This will result in a new work item for the e-NAV Committee.*

Action

The e-NAV Committee is requested to include a new task on the operation and governance of being a domain holder and submitting organisation for the IHO’s S-100 GI registry

Draft Liaison statement to RTCM

The draft liaison statement was approved.

Updated FAQs on e-Navigation

The only change concerned the targeting for implementation plan of e-Navigation. *The updated FAQs were approved.*

IALA e-Navigation strategy

The document was noted. The Council however requests to *change its title before it is circulated to the other Committees*: such a document cannot be regarded as a strategy.

Draft revised Recommendation A-124 on the AIS services and appendices

The revised Recommendation and the appendices already available were approved.

Information paper – Three essential elements of e-Navigation communications

Circulation of the paper to IALA National Members and the IMO Correspondence Group on e-Navigation was approved.

Spectrum requirements for e-Navigation under WRC-12 Agenda item 1.10

The Council noted that the document had been approved by correspondence prior to the meeting.

VTS COMMITTEE

Report on VTS 33

The report was noted and the requested changes to the Work Programme approved.

Draft revised Guidelines 1014 Ed3 – Accreditation and approval process for VTS training

The revised Guidelines were approved. The Council noted that not all training institutes are recorded at IALA, which maintains a list of *accredited* institutes only. The accreditation procedure should be advertised to the training institutes, drawing their attention to the possible accreditation by the IALA National Member in the country.

IALA Guideline 1026 on AIS as a VTS tool – Recommendation for withdrawal

Withdrawal of the Guideline was approved.

Information paper – VTS beyond territorial seas

The document deals solely with guidance based on the use of Ship reporting Systems. The Committee therefore feels that this work item is completed.

The Council noted the document but acknowledged the potential need to have coastal/inter-country VTSs on their own. The subject will be addressed at VTS 2012.

The task, as set for the 2010 - 2014 Work Programme, is considered complete.

Draft revised Recommendation V-102 on the “user pays” principle

The draft revised Recommendation was approved.

VTS Manual

The Committee was not able to present the final draft Manual to this Council session. It was agreed that it would be circulated in January-February 2012 for intersession approval, in order to have it ready for printing 6 months prior to the Symposium.

The question was also raised as a principle: should inter-sessional review be the procedure for future Manuals and Guides, which are “bulky” documents?

The Council agreed to the inter-session approval procedure for the VTS Manual edition 2012 and will come back to the principle at a further Council session.

Action

The Secretariat is requested to circulate the final draft of the VTS manual to the Council as soon as possible after VTS34, with a view to approval.

Council ad hoc group on VTM - Report

The group was unable to meet until the day before the Council meeting. A paper was developed for the Council's attention, containing several recommendations. It is attached as **Annex 2**.

The Council recognized that there was an issue to be solved and that VTM is broader than VTS. *It was therefore decided to follow the Group's recommendations:*

- *The VTS Committee to cease work on its task 1 (Define the concept and develop the scope of the VTM, including role of VTS in VTM and support to ship and port security and other services, in consultation with e-NAV, and focusing on the VTS/VTM related architecture and specifying the VTS/VTM functional requirements) for the time being, which would have the effect of avoiding distraction from the VTS Committee.*
- *To create a new Working Group, taken from the VTS Committee's WG4, named Maritime Co-operation Working Group (MCWG). This Working Group to report directly to the IALA Council but keeping the ad hoc group on VTM informed, the ad hoc group being renamed the Maritime Co-operation Steering Committee (MCSC).*
- *The MCWG to be directed to:*
 - o *Significantly reduce the size of existing documentation (VTS32/output/4), ensuring that references to VTM and definitions are avoided and that the thrust of the document produced is not driven by VTS alone. The document to be used as an attachment to an invitation letter, signed by the Secretary General to all identified Maritime Co-operation stakeholders.*
 - o *Develop the agenda for a Maritime Co-operation event, provisionally named "Strengthening Co-operative Performance in Maritime Transport", identifying specific issues to be addressed.*
 - o *Identify all possible stakeholders for a Maritime Co-operation event and build an invitation list.*
 - o *Draft the invitation letter, for signature by the secretary General.*
 - o *Propose arrangements for the event.*
 - o *Report to the MCSC as items a-e are completed, with drafts for approval as appropriate.*

The MCWG is likely to have a short life-span and the way forward will be determined by the co-operation event, which is tentatively proposed for mid-2012.

On completion of the event, the requirements for the level of involvement of IALA in the overall co-operation concept will be assessed and further reported to the IALA Council.

ANM COMMITTEE

Report of ANM 17

The report was noted and the requested changes to the Work Programme approved.

OREI and Maritime Spatial Planning Workshop - proposal

The Council approved the Workshop but requested a change in the title. The Workshop will be held under the title “Applications of Aids to Navigation within Marine Spatial Planning”.

Action

The ANM Committee is requested to amend the title of its workshop, planned for March 2013, to ‘Applications of Aids to Navigation within Marine Spatial Planning’.

Draft revised Recommendation O-113 on the Marking of Fixed Bridges and Other Structures over Navigable Waters

The revised Recommendation was approved.

EEP COMMITTEE

Report of EEP 17

The report was noted and the requested changes to the Work Programme approved.

Draft revised Guideline 1043 Ed.1.2 – Light Sources Used in Visual Aids to Navigation

The revised Guideline was approved with some minor editorial amendments.

Application for a Heritage Seminar

The Seminar was approved. The venue (Greece) was agreed. The Councillor of the USA said that advertising the seminar in the USA might generate a large attendance due to the numerous bodies taking an interest in historic lighthouses in the US.

Action

The EEP Committee is requested to ensure that the planned Heritage Seminar is advertised in the USA.

Draft Guideline on the Selection and Display of Heritage Artefacts

The draft Guideline was approved.

PILOTAGE AUTHORITY FORUM (PAF)

Report of PAF 10

The Council noted the report and, although recognizing that IALA dealing with pilotage matters is a controversial issue, decided that it was worth continuing the work at the level of Competent Pilotage

Authorities, on the basis that pilotage is an assistance external to the ship and thus falls within IALA's scope of work.

IALA Guideline 1080 for Competent Pilotage Authorities and Pilotage Service Providers

A group of Councillors, representing diverse opinions about the Draft Guideline for Competent Pilotage Authorities, discussed the document and future utility of PAF. The general opinion was that the excellent work undertaken by the PAF should not be lost. The group concluded that the Guideline should be retitled "Report" and the first two pages revised. They proposed a revision of the first two pages (attached as **Annex 3**). These changes then entailed a revision of the document to remove all reference to Guidelines.

The Council agreed to these proposals and others contained in the group report and decided that:

- *The draft Guideline should be renamed the "PAF report on best practice for Competent Pilotage Authorities*
- *A statement should be included that the document had been developed by the PAF, which is continuing its work*
- *The document should be posted alongside the IALA Guidelines when the Council has had the opportunity to review and comment on the first two revised pages of the Report (Annex 3)*
- *Consideration should be given to the creation of a separate pilotage section on the IALA publications web page*
- *The PAF should examine the ISPO (International Standards for Pilotage Organisations) and seek their attendance. They should report at Council 53.*
- *The Council at its next meeting should consider the future utility of the PAF and in light of its decision consider revising its Terms of Reference.*

Action

The Secretariat is requested to circulate a copy of the revised PAF report with the notes of this meeting.

IALA-NET

The 10th Steering Committee was held in April 2011 and reported at Council session 51. Then the 11th Steering Committee had to be postponed but an informal meeting was held in conjunction with the Workshop on Global Sharing of Maritime Data. There the action list was reviewed and it was decided to further postpone the next Steering Committee meeting until outstanding actions have been resolved, in particular the provision of the definitive programme to run IALA-NET, currently provided by Denmark, still on an interim basis.

IALA RISK MANAGEMENT TOOL

The main objectives of the 26th and 27th Steering Group meetings were to prepare for the Oman Risk Seminar and develop causation factors for Aids to Navigation. The latter are very complicated and

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need sizable volumes of statistical data. Good progress in this regard is being made by a Steering Group sub-group with considerable support by Denmark, Finland and the UK.

WORLD WIDE ACADEMY

Report of the Correspondence Group

A recent notification from the International Foundation for Aids to Navigation (IFAN) should enable implementation of the WWA to begin. Spain offered to facilitate its promotion in Spanish speaking countries and it was confirmed that the WWA is now dealing with both training and capacity building.

The proposals for the constitution of the WWA board were outlined and approved, consisting of the following members:

Sir Jeremy de Halpert, previous IALA Treasurer

Omar Frits Eriksson of Denmark

Tamotsu Ikeda of Japan (JANA)

It was noted that with imminent sponsorship there is an urgent need to deal with issues of governance. It was also noted that the WWA Board's method of operation and its terms of appointment would be decided during its first meeting.

The draft Council decision on the creation of the WWA, as reviewed by the LAP, was approved.

Report of Capacity Building meeting

It was reported that there had been a most useful exchange of views at the meeting. A joint IMO/IHO/IALA submission is being prepared for the IMO Technical Co-operation Committee, which will also be information of the three organisations' collaboration.

The report was noted.

Walvis Bay report on the reconvening of SAGNEP

The SAGNEP was first formed in 1996 but lapsed in 1998 has been reformed, again under the leadership of South Africa.

The report was noted.

IHO meeting on capacity building

Co-operation with IHO is excellent; there is a good synergy between Hydrography and Aids to Navigation. Joint activities are envisaged to establish where the requirements are the greatest ones.

Submission to IMO Technical Co-operation Committee

The paper was enthusiastically endorsed and, with minor amendments, approved.

Oman Training Seminar Level 1 on IALA Risk Management Tool

A verbal report on the seminar was given.

The regional involvement by a number of delegates was greatly appreciated, as well as Danish, German and UK participation in the training staff. A wider overview was given of the development of IWRAP Mk2 and the regard in which it is held.

Pacific regional attendance in the seminar planned in Australia in November 2012 will be encouraged.

Aids to Navigation Training model courses

A need has emerged for a Level+1 course, to inform senior officials of the purpose and need for Aids to Navigation and the national responsibilities to provide them. With use, the current documents will be revised and supplemented by the addition of notes and slides.

The four model courses were approved, as follows:

- *Model Course E-141/1 – On level 1 Manager Training*
- *Model Course E-141/2 – On Senior Management Training*
- *Model Course Level 2 – Technician – Solar Panel Maintenance*
- *Model Course Level 2 – Technician – DC Power Systems*
- *Model Course Level 2 – Technician – Battery Maintenance (revision)*

LEGAL ADVISORY PANEL

Report of LAP9

*The report was noted with the following comment: The Council draws the LAP attention to the fact that, as opposed to what is stated in the report on Page 4, paragraph 4.5, **there is an obligation for Contracting Governments in SOLAS Chapter V, Regulation 13, to provide Aids to Navigation.***

Revision of the Maritime Buoyage System Agreement

The note prepared by the Secretary General referred to the need of an international agreement for IALA being regarded as a true International Organisation with a view to having a Headquarters Agreement with the French Government. The revision would not impact the spirit of the MBS Agreement but would add an institutional clause in the introduction. The change in the IALA status would not change IALA operation but had the potential to reduce some of the administrative burdens on the organisation.

It was agreed that the Council would start to work on the revision intersessionally and report in June. At the same time the Councillors would take the necessary steps to be empowered to sign it on behalf of their Governments.

Action

Council members are requested to review the current international agreement on the MBS inter-sessionally.

Council members are requested to seek approval from their Governments for the authority to sign a revised document.

Draft revised Council decision on the creation of the WWA

The revision was endorsed and approved as reported under *World-Wide Academy – Report by the Correspondence Group* above.

Disclaimer on translations of IALA publications

The disclaimer was approved and should now appear on all IALA publications.

New Chair for the Legal Advisory Panel

Svend Eskilden, who was chairing the LAP since its creation, had to leave the position after the reorganisation in the Danish Maritime Safety Authority.

The Council decided to appoint the new Danish Councillor, Francis Zachariae, Chairman of the LAP.

INTERNATIONAL

FERNS

The FERNS Council work is based on Loran-C or Chayka, according to the FERNS Agreement. Recently some of its Parties have announced or are discussing the closure of their stations. To maintain the Agreement a voluntary group consisting of all countries involved plus IALA has started to develop proposals for an agreement's evolution necessary to include all terrestrial radionavigation systems.

The report was noted.

INDUSTRIAL MEMBERS COMMITTEE

The IMC Observer reported that the Committee, which would meet again in Canada in May 2012, has started on the 2014 Conference exhibition and Industrial Evening. He also expressed his appreciation for the very positive relationship between IALA and the IMC.

CONFERENCES AND SYMPOSIA

2012 VTS Symposium (Turkey)

Registration has now opened. The Council will have the opportunity to visit the Symposium venue in June 2012 on the occasion of its 53rd session.

2014 IALA Conference (Spain)

Preparation is progressing well. The theme for the Conference was decided at the 3rd Conference Steering Committee meeting as *“Aids to Navigation Knowledge and Innovations”* followed by, as a sub-title, *“From the Torre de Hercules to e-Navigation and beyond”*.

One of the proposed topics for technical sessions – Charting – was questioned. It was agreed that IALA would work in close co-operation with IHO should this topic be retained to ensure that the IHO was comfortable and supportive. Manuel Gomez, the Spanish IALA Councillor, has been appointed Conference Director.

2016 VTS Symposium (USA)

The discussions came back to the proposal made to the Strategy Group to organise one event on a specific technical subject every four years and the question about the utility of VTS Symposia in the future.

The decision to be made is an important one and the Council will work on it. In the meantime it was agreed that the event, whatever the subject, can be held in the US.

Action

The Council is requested to consider whether the 2016 Symposium should be focussed on VTS or a different subject, for discussion at the Council’s 53rd Session.

2018 IALA Conference (Korea)

Preparation work has started. A more detailed report will be given at the next Council session.

IALA WORKSHOPS AND SEMINARS

Report of Workshop on Global Sharing of Maritime Data

The report was noted with a comment that the ANM Committee may take over the operational aspects of e-Navigation.

IALA MEMBERSHIP

New members *accepted*

- Associate Members: *Canadian Marine Pilots’ Association* (Canada); *Dutch Pilots’ Association* (The Netherlands).
- Industrial Members: *Indra Sistemas S.A.* (Spain); *PT Intechnico* (Indonesia); *CLS* (France); *ViSim* (Norway); *Furuno Finland Oy* (Finland); *DW Marine and Construction* (Australia).

The application submitted by *OJSC 780 Navigation Technical Means Repair Plant (Russia)* will be considered at the next Council meeting; the Russian Councillor was not in a position to confirm his support.

Resignations from Membership

- Associate Members: *Asociacion Industrial de Optica* (Spain); *National Survey and Cadastre* (Denmark).
- Industrial Members: *ACR Electronics* (Austria); *Lockheed Martin* (USA); *Signalis – previously Sofrelog* (France); *D’Appolonia* (Italy); *Saracom Co., Ltd.* (Republic of Korea); *Dongju Marine Engineering Co.* (Republic of Korea).

Change in Membership

- Industrial Member: *Atlas GmbH (Germany)* becomes *Signalis* (see note on multi-national companies below).

Members taken out the List of IALA Members

- National Members: *Dirrección General Administración de Puertos de Guinea Ecuatorial* (Equatorial Guinea) and *Port Autonome d’Abidjan* (Côte d’Ivoire), for non payment of their membership fees.
- Associate Member: *Port Autonome de San Pedro* (Côte d’Ivoire) for non payment of its membership fees.
- Industrial Members: *The Council agreed that the case of Industrial Members in arrears will be discussed with the IMC.*

Honorary Membership

Sir Jeremy de Halpert (UK); *Mr Svend Eskidsen* (Denmark)

General comments

The Council noted the interests in IALA membership expressed by several organisations, especially the *Hydrographic Department of Guatemala* that is considering National Membership.

A request was received from *Signalis* – the result of a merger between the German company *Atlas GmbH* and the French *Sofrelog* – that IALA considers creating a new class of industrial membership providing for multi-national companies. *The Council, together with the IMC Observer, was of the opinion that no change was needed in the IALA Constitution at this stage. IALA already has multi-national companies as members with a variety of approaches to membership. The issue would be discussed in more detail at the next meeting of the IMC.*

Action

The IMC is requested to discuss the matter of multi-national companies at its next meeting. And convey its conclusions to the Council's 53rd Session.

Guidelines for Honorary Membership are needed. *Criteria defining "outstanding contributions" to IALA work should be developed together with the Policy Advisory Panel for submission to Council.*

IALA COMMUNICATION MEANS

Website(s)

All IALA Websites have now been integrated into one at www.iala-aism.org.

The policy on digital publications will be the subject of a paper to be presented at the next Council session.

Bulletin

The Bulletin policy will be discussed at the Policy Advisory Panel and any suggestion by the Council will be welcome. The Bulletin will continue to exist in its present form until a decision is made at Council level.

WORLD VTS GUIDE

The World VTS Guide is a digital publication successfully operated by IALA, IAPH, IFSMA, IHMA and IMPA over the past 10 years, free of charge to the maritime industry. It will be showcased at VTS 2012.

ANY OTHER BUSINESS

DGPS information service via smartphones

The Councillor of the Republic of Korea presented a project of DGPS information available via smartphones.

This was found to be an innovative solution, especially for leisure boats, but the search and rescue aspect was questioned due to the likely gaps in signal reception. The type of ENC's used for the system needs to be clarified.

The intention is not to replace the existing systems but provide a readily available facility to enhance Maritime Safety Information. The Council thanked the Korean Councillor for his informative presentation.

Possible modification to the Constitution – Applications for Associate and Industrial Membership not needing the support of the National Member

This was already discussed at the Strategy Group meeting and it was decided to forward the matter to the Legal Advisory Panel for further consideration.

IALA Annual Report

The Spanish Councillor suggested that IALA publish an annual report for the information of its Members. The idea was supported by the Council, which proposed to have an annual review in the IALA Bulletin, keeping the finance information for the restricted section of the Website.

It was agreed that the Secretary General will develop a proposal on a proper way forward for the next Council.

Action

The Secretary-General is requested to provide a paper on the provision of an IALA Annual Report to the Council's 53rd Session.

Aids to Navigation World Day

The Council outlined the number of “days” already existing. It was however agreed that *the Spanish Councillor would prepare a draft submission on how to celebrate the AtoN day, for IMO information. Contact should be made with IHO to enquire about the way they celebrate their own “Hydrographic Day”.*

2012 as “Dalen Year”

The year 2012 will mark the 100th anniversary of Gustav Dalen’s Nobel Prize. *It was agreed that this would be commemorated through articles published in the Bulletin throughout the year.*

Council preparation and report

Former Irish Councillor Stuart Ruttle has agreed to act as “Technical Quality Controller” for Council papers, making it easier to assess their quality before they are submitted to Council meeting. His efforts were very gratefully acknowledged and the timeline for Council document preparation and a report presented at the same time were noted.

DATE AND PLACE OF NEXT MEETINGS

Session 53: 18-22 June 2012, Turkey. There is no conflict with the IMO Council dates as originally suspected.

Session 54: 4-7 December 2012, Spain

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

Session 56: December 2013, India

Annex 1

**IALA Council Strategy Group Meeting
December 06, 2011, commencing 14h00
IALA Headquarters, Saint-Germain-en-Laye, France**

Meeting Report

1. Welcome and Introduction

The Chair welcomed the participants and summarized the purpose of the meeting.

2. Address by the Secretary General

The Secretary General gave a brief overview of IALA activity.

3. Meeting reports

The Chairman gave a brief summary of the Strategy meetings held in Rio de Janeiro in June (input paper 52-8.3a), Kiel in September (input paper 52-8.3b) and in October in conjunction with the PAP (input paper 52-8.3c).

4. Challenges for IALA: Financing, staffing organization, workload

IALA has changed dramatically during the past decades and organization, financing and staffing might not be adequate any more. Committee workload is also an issue. IALA has to face increasing expectations but its resources remain the same.

The Strategy Group recommends the Council inviting the Secretary General to develop by December 2012 an outline for a business case to be prepared by the Council, with the support of the Strategy Group, in December 2013.

Action

The Secretary-General is requested to develop an outline business case by the Council's 54th Session (December 2012)

The Secretary-General is requested, with the assistance of the Strategy Group, to develop a business case for submission to the Council's 56th Session (December 2013).

The Strategy Group laid down some proposals but the outline for a business case was reviewed when discussing other agenda items and further items added to it. It is therefore attached as an annex listing all points to be taken into account.

5. Strategic recommendations to Council

5a – *To request the Legal Advisory Panel to review the IALA Constitution to remove the reference to NGO status.* The LAP started to work on the Constitution and touched upon this particular issue. Removing the word NGO from the Constitution would not significantly change anything in IALA's status. **The LAP should keep it on its Agenda and would include in**

any proposed amendments for Council consideration and endorsement, prior to the next Assembly.

Action

The LAP is requested to retain the topic of NGO status on its agenda.

5b – *To request the LAP to include in the IALA Constitution (Article 8) that Councillors represent the membership, rather than the national authority.* The group was of the opinion that having the Council representing the membership was not in conflict with having the Councillors, as individuals, representing their national authorities. **It was decided to recommend the Council leaving the Constitution as is.**

5c – *To consider the establishment of the post of a Deputy Secretary General and its funding be given due consideration. The post would oversee and assure the quality of the Committee work and coordinate the secretariat work.* **It was agreed to add considerations on this Agenda item to the general outline for a business case. . However it was also noted that in the interim, separate out of session approval could be sought if a justified case could be made. It was decided to recommend the Council request the Secretary General as part of any review of positions within the Secretariat to examine all aspects of IALA's current work methods and identify areas for efficiency and improvement.**

Action

The Secretary-General is requested to include the case for a Deputy Secretary-General in the outline business case

5d – *To request the PAP to develop a concept for Forums facilitated by IALA dealing with issues related to maritime safety but not entirely within the remit of IALA, e.g. Pilotage Authority Forum, Arctic Forum, etc.* The Group was not in favour of creating new bodies that would add to the workload. **The Strategy Group recommends the Council to continue dealing with forums hosted by IALA (like the EMRF) on a case by case basis. Council advice might be sought in specific circumstances.**

Action

The PAP is requested to develop a concept for the holding of forums facilitated by IALA dealing with issues related to maritime safety but not entirely within the remit of IALA

5e – *To consider similarly to organizing a Symposium on VTS every 4 years between Conferences, organizing specific symposia on Visual Aids and/or e-Navigation.* The PAP was not in favour of this option. This would spoil the Conference and would be too heavy to organize, on top of the other events. The need to maintain VTS Symposia was also questioned. Several options are to be considered. **It was agreed to add considerations on this item to the outline for a business case.**

Action

The Secretary-General is requested to address the subject of Symposia in the outline business case.

5f – *Committee structure 2014-2018: To consider the creation of an “Overarching Concepts Committee” to provide a more balanced Committee structure.* The “overarching concepts” mostly comes from the e-NAV and VTS Committee, the latter with the VTM concept. It is not desirable to create a new Committee and the PAP does not have the requested competencies. **The Secretary General should find a solution to have overarching concepts monitored/dealt with within the existing Committee structure, with help of the Council when needed. However, the Committee structure should be added to the outline for the business case.**

Action

The Secretary-General is requested to address the subject of the current Committee structure in the outline business case.

5g – *To strengthen the IT support of the Headquarters. Ultimately the IT Group should provide IT policy and governance support. An auditing scheme for IT operation may be considered.* Although of an operational nature IT is more and more important and IALA does not have a permanent IT person. An audit might be useful, either contracted externally or with the help of a National Member IT expert. **The Council should seek volunteers among the membership but the subject should be included in the outline for the business case.**

5h – *To discuss the need for a body other than IALA or IMO to take care of the ship side with respect to e-Navigation.* **This was not found relevant to Council discussions and should a problem exists it must be identified and solved by the e-NAV Committee. The Strategy Group stressed the fact that the shipside of e-Navigation was clearly IMO’s mandate and IALA should not attempt to over reach its domain, unless expressly requested to.**

6. Strategy implementation monitoring, reports by the Committee Chairs

The Committees do not seem to concentrate on high priority work items. **The Secretary General should be invited to talk to the Committee Chairs and Vice Chairs to have them concentrating their resources on the Council’s identified high priorities. He should also have a closer look at how priorities are taken into account more generally.**

Action

The Secretary-General is requested to discuss the subject of how Council identified high priority items are tackled in the Work Programme.

7. Input for the 2014-2018 Strategy

The Strategic items will be prioritized according to a number of votes (dependent on the total number of items identified) given to each Councillors. Items having no votes are either taken out or staying with no priority. A strategy implementation is then developed, which is translated into work

programme items. The principles defined in the current Strategy will remain (almost) the same for the next period: they reflect a continuity in the IALA high level Strategy and should not be reinvented every four years.

8. Any Other Business

There was a proposal to remove the need for National Members supporting applications for Associate or Industrial Membership from the Constitution. Although the Constitution states that an application “may require” the support of the National Members the NM might be in an uncomfortable position when the support cannot be given.

The LAP is invited to look into this Article of the Constitution and give advice to the Council.

Action

The LAP is requested to review whether the wording of the Constitution concerning support for Associate or Industrial membership needs revising.

OUTLINE FOR A BUSINESS FOR IALA IN THE FUTURE

The business case should focus on IALA core business.

The core business should address the following critical items

1. IALA STRUCTURE

a. Committees

Committees' objectives/purposes

Number and workload of Committees

How to deal with overarching concepts?

How to monitor work with respect to Strategy priorities?

b. Conferences/Symposia

Are VTS Symposia still needed?

How to deal with specific technical subjects not dealt with (or not enough) at

Conferences/Symposia?

2. IALA ORGANISATION

Staffing

How to improve efficiency

Reducing the number of staff

Keeping the same number of staff but reorganized

Increasing the number of staff to create new position(s)

The need for a Deputy Secretary General

Need for redundancy

What would be his duties (external representation, internal organization, incl. technical for Committee support)

How to fund the new position?

Other possible options, i.e. National Members doing external

representations, somebody of the staff to act as SG for short periods in time)

IT issues – Is there a need for permanent IT person?

ANNEX A ACTION ITEMS

Action Items for Council Members

1	The Hon. Treasurer is requested to pay off IALA's bank loan during December 2012	2
2	Council members are requested to provide their inputs for the 2014-2018 IALA Strategy by October 2012.	3
3	Council members are requested to review the current international agreement on the MBS inter-sessionally.	12
4	Council members are requested to seek approval from their Governments for the authority to sign a revised document.	12
5	The Council is requested to consider whether the 2016 Symposium should be focussed on VTS or a different subject, for discussion at the Council's 53 rd Session.	13

Action Items for non Council members

6	The Secretariat is requested to amend the Association's List of Members.	2
7	VTS / e-NAV / EEP / ANM Committees, PAP, PAF & LAP are requested to provide their inputs for the 2014-2018 IALA Strategy by October 2012.	3
8	The e-NAV Committee is requested to include a new task on the operation and governance of being a domain holder and submitting organisation for the IHO's S-100 GI registry	5
9	The Secretariat is requested to circulate the final draft of the VTS manual to the Council as soon as possible after VTS34, with a view to approval.	6
10	The ANM Committee is requested to amend the title of its workshop, planned for March 2013, to 'Application of Aids to Navigation within Marine Spatial Planning'.	8
11	The EEP Committee is requested to ensure that the planned Heritage Seminar is advertised in the USA.	8
12	The Secretariat is requested to circulate a copy of the revised PAF report with the notes of this meeting.	9
13	The IMC is requested to discuss the matter of multi-national companies at its next meeting. And convey its conclusions to the Council's 53 rd Session.	15
14	The Secretary-General is requested to provide a paper on the provision of an IALA Annual Report to the Council's 53 rd Session.	16
15	The Secretary-General is requested to develop an outline business case by the Council's 54 th Session (December 2012)	18
16	The Secretary-General is requested, with the assistance of the Strategy Group, a business case for submission to the Council's 56 th Session (December 2013).	18
17	The LAP is requested to retain the topic of NGO status on its agenda.	19
18	The Secretary-General is requested to include the case for a Deputy Secretary-General in the outline business case	19
19	The PAP is requested to develop a concept for the holding of forums facilitated by IALA dealing with issues related to maritime safety but not entirely within the remit of IALA	19

20	The Secretary-General is requested to address the subject of Symposia in the outline business case.	20
21	The Secretary-General is requested to address the subject of the current Committee structure in the outline business case.	20
22	The Secretary-General is requested to discuss the subject of how Council identified high priority items are tackled in the Work Programme.	20
23	The LAP is requested to review whether the wording of the Constitution concerning support for Associate or Industrial membership needs revising.	21