Report of the 56th Session of the IALA Council

09-13 December 2013

Executive Summary

- The revised 2014 Budget was approved

- A Strategic Vision was agreed for the period 2014-2026, including Priorities for 2014-2018

- A Committee Structure and Work Plan were agreed for the period 2014-2018 to meet the Priorities in the Strategic Vision

- Chairs and Vice-Chairs for the four Technical Committees were agreed upon

- One draft Recommendation and 15 draft Guidelines were approved

- Applications for one National Membership and four Industrial Memberships were approved

- 10 Model Courses and the action plan for 2014 were endorsed

- The 5th WWA Board meeting report, which includes the action plan for 2013 was noted

- Following discussion about the proposed change of status for IALA, it was agreed to approve the revised Road Map and have the next Extraordinary session of the Legal Advisory Panel (LAP), open to all members, in March 2014 consider further all issues raised by the Council and make the necessary preparations for the Assembly for final approval by the Council at its next meeting.

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IALA Council
56th Session   13 December 2013

Report of the 56th Session of the IALA Council (C56)

1   OPENING

The 56th session of the **IALA Council** was held between 9 and 13 December 2013, at Goa, India, with Mr David Gordon, South Africa, IALA President, in the Chair.

1.1   Opening remarks

The President opened the meeting by complimenting India on its excellent preparations and the fine venue.

The President then welcomed all participants and then briefed the meeting about the daily routine being followed.

2   APOLOGIES FOR ABSENCE

Apologies had been received from:

Sr Manuel Gomez, Vice President	Puertos del Estados	Spain
Mr Daniel Breton	Canadian Coast Guard	Canada
Captain Sergey V. Travin	Department of Navigation and Oceanography	Russian Federation

The President welcomed the new attendees to the meeting, noted that the regular representatives of China, France, and Ireland were unable to be present, and welcomed those representing those three countries. The President introduced the new Council members for Finland, Japan, the Netherlands, Turkey, and the USA.

A list of participants is at ANNEX A

Early in the meeting Francis Zachariae was called back to Denmark by an important personal matter, and conveyed his apologies to the meeting for this.

3   APPROVAL OF THE AGENDA

3.1   Draft Agenda (to approve)

A copy of the agenda is at ANNEX B

The draft Agenda (paper C56-3.1) was adopted.

3.2   List of Input Papers

The President noted that the new Agenda format now lists all input papers, and a separate input papers list will become unnecessary in future.

A copy of the list of input papers is at ANNEX C.

4   REPORT OF THE 55TH SESSION OF THE IALA COUNCIL

4.1   Review of Actions from the 55th Session of the IALA Council (to note)

4.1.1   Actions for the Council

1   Korea is requested to keep the Council informed of its intention to participate in the funding of The Academy.

Refer to clause 10.3 of this report.

4.1.2   Actions for the Secretariat

2   The Secretariat should consider the advisability of presenting a draft budget at the mid-year Council meeting of the previous year.

3   The Secretariat is requested to update the IALA Strategy timeline in time for review at the Council's 56th Session.

4   The Secretariat is requested to consider the specific terminology issues raised at the meeting.

5   The Secretariat is requested to apply version to the Strategic Vision Excel spreadsheet.

6   The Secretariat is requested to despatch current, relevant strategy documents to the Council members.

~~7   The Secretariat is requested to consider the specific terminology issues raised at the meeting.~~

~~8   The Secretariat is requested to apply version to the Strategic Vision Excel spreadsheet.~~

~~9   The Secretariat is requested to despatch current, relevant strategy documents to the Council members.~~

10   The Secretariat is requested to provide revised strategy documents, in a structured way, for e-mail comment in time for their collation and use as input to the strategy discussion at the 56th Session of the Council.

11   The Secretariat is requested to produce a communications plan and present it for approval at the Council's 56th Session. (Note: This action was completed before the 56th Session of Council.)

12   The Secretariat is requested to send a letter to all members, explaining intentions for and benefits of moving to IGO status by the end of June 2013.

13   The Secretariat is requested to circulate a list of current IALA-Net members to the Council. See agenda item 11.4.

14   The Secretariat is requested to add IHO and RTCM to the list of organisations reported on under the agenda heading 'International'.

It was noted that all Action Items had been completed.

4.1.3   Actions for the WWA

Nil

4.1.4   Actions for the Committees

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

16   The e-NAV Committee is requested to:

1   Combine the two sets of e-Navigation FAQ.

2   Categorise the CSSA FAQ by topic.

3   Review the text concerning the 'Seven pillars', especially the text in the supporting figure.

17   The VTS Committee is requested to proceed with its work on New Unplanned Output Proposal for a revision of Resolution A.857(20) Guidelines for Vessel Traffic Services.

18   The LAP is requested to continue working on the relevant legal documents, taking as wide an input from the membership as can be achieved and report progress at the Council's 56th Session.

It was noted that all Action Items had been completed.

A list of Action items arising from this 56th Meeting is at ANNEX F.

5   REPORT BY THE SECRETARY-GENERAL

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

- IMO engagement

- Sister Organisation support for IALA change of status project

- Human Resource management

- IALA National member support to the Secretariat

The Secretary-General's report to the Council (paper C56-5-1) was noted.

6   NATIONAL MATTERS

All Council members updated the meeting with regard to developments in their own countries.

7   FINANCIAL MATTERS

The Finance and Audit Committee (FAC) met on 9 December 2013.
The Hon. Treasurer presented all financial documents. The papers were distributed to the meeting in hard copy.

7.1 Audit Report 2011- 2012

The Treasurer presented to FAC members the reports from IALA Auditor GVA, Annex D, for both years.
The 2011 accounts had been finally audited (this requirement was due to the grant provided by France in 2011 for the move of IALA to the present headquarter). The Auditor has noted some minor errors not corrected because considered as insignificant.
No change for the 2012 accounts that report a Net profit of €190,429.
The regular Audit Plan will permit to strengthen financial control over the years. Next year, the audit will focus on the following financial subjects:
  - Accounting policies and preparation of the financial statements
  - Segregation of tasks
  - Travel policy
  - Cash/Investment process
  - Follow up of prior year recommendations

7.2 IMC bank account

It has been decided in 2013 by IMC that their funds would be transferred to an IALA bank account. Therefore, IALA Secretariat has opened two new bank accounts held in Euros (one current account and one saving account).

The payment of levies from Industrial members will be transferred directly to the new account and funds shall be paid by the permission of the President and Treasurer of the IMC.

A regular finance report will be sent by the IALA Secretariat to the Treasurer of the IMC.
At the end of the year, IMC accounts will be audited by IALA Auditor.

7.3 Debt recovery procedure

IALA has accumulated significant debts over the years. In order to reduce the level of these debts, the Secretariat has reinforced its management practices. To this end, it has been decided:
  - To clean accounts receivables by the writing off debts older than 2 years.
  - To put in place internal rules for a better control concerning invoicing and debts recovery process. As an example, the publication of advertisement in the IALA Bulletin is now subject to payment of the corresponding invoice.
    The new policy put in place early 2013 for membership fees gives good results. Penalty fees are applied, as well as suspension of rights in case on non-payment.

Concerning other trade payables (advertising, sale of publications, workshops and seminars), the debt has decreased by €34 096.37 between January and October 2013 (19% of debts have been written off and 81% of debts have been repaid)

	Publications	Advertising	Workshops & Seminars	Other	Total remaining due	
January 2013	8 458,97 €	28 920,00 €	14 210,00 €	513,40€	52 102,37 €	
October 2013	1 906,00 €	11 760,00 €	4 340,00 €	- €	18 006,00 €	*-65%*

2013 Outstanding debts
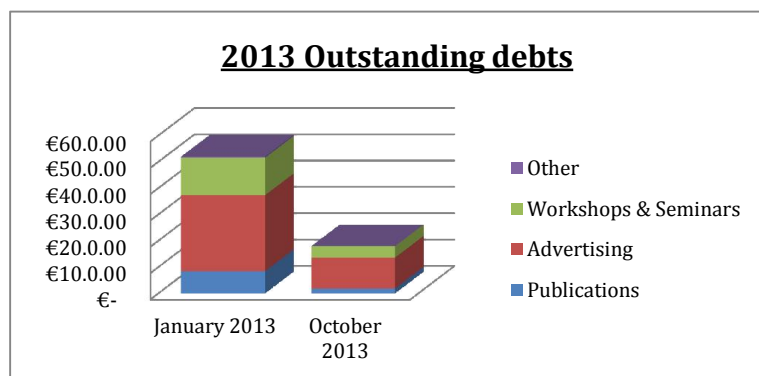
7.4 <u>Out of session approval for 2013 Accounts for Annual Report</u>
The next edition of the Annual Report is scheduled for April 2014 for distribution during next Conference in Spain in May 2014. To achieve this, the revision of IALA accounts will need to be finalized by the External Auditor by end of March 2014.

Audited balance sheet and Income Statement for 2013 shall be reflected in the Financial Annexes of the Annual Report.
As recommended by the FAC at its 54th Session in December 2012, the annual subscription invoices will be accompanied by an Annual Report.

7.5 <u>Draft Financial Regulations</u>
As part of the reinforcement of internal policies and procedures, IALA has developed for the first time new Financial Regulations.

The Treasurer highlighted the need for IALA to have written financial rules and the need to provide more transparency to its members concerning financial methods used by the Organization, especially in view of a new change of status.

7.5 Council noted that the text is preliminary, and will be developed further. Advice on the text from Councillors will be welcomed.

7.6 <u>Cash Flow situation as at 31st October 2013</u>
The Treasurer presented to the Council the situation with regard to the cash flow, drawing attention to the following items:

<u>Income:</u>
The total income received as at 31st October is 1 868 871€, which represents 91.40% of the budget.
The budget for Membership fees has been revised according to the last number of members (77 National members, 105 Industrial members and 49 Associates).

The total amount due for 2013 membership fees is 1 700 925€ (20% have been received in 2012 and 67% have been paid in 2013).

Thanks to the new policy on debt recovery, many suppliers have finally paid their debts, generating a surplus in the budget for Publications and Workshops.

Expenditure:

Amendment to the budget:

The presentation of the budget has been modified. Transfers can be done between budget lines within a chapter. The global budgetary envelop approved at the previous Council remain the same (1 838 129€ for Expenditure and 2 044 750€ for Income) but it brings more flexibility in the management of the budget that can be modified if needed. For instance, significant savings due to the refund of the loan in May 2013 have been affected to other purposes.

Execution of the budget:

Compared to October 2012, the amount of expenditure achieved has decreased by 9%.

Personnel costs:
- The decision to recruit an Information Administrator did not succeed and the budget for personnel costs was less impacted.
- It has been decided to replace ex Technical Co-ordination Manager by two Committee Secretaries. The costs remain approximately the same at present time.

Operating costs:
- The refund of the loan in May 2013 has generated good savings.
- Following the departure of the Editor of IALA Bulletin in October, it has been decided to find an "in-house" replacement by reorganizing the staff workload.

Investment costs:
- The development of the new IALA web site (including a secure payment online facility) has generated heavy costs this year.
- An IT audit has been realized by Trinity House in May 2013. The conclusion of this audit reports that a number of areas should be considered for attention and investment in order to improve IALA IT services in the future. In 2013, investments have been realised in this direction.

General:

The Cash flow (presented at Annex D) shows a positive result of 293 723€ which is an improvement compared to the same period last year. This can be explained by different reasons:
- Efficiencies and savings have been identified this year and various procedures have been put in place.
- As a result, the level of expenditure has decreased compared to last year.
- The incoming Conference has a positive effect on the payment of contributions.
- The Cash flow include 199 450€ received in advance for 2014 contributions.

The Cash Flow situation as of 31st October 2013 was noted.

7.7 Overdue contributions

General:

The rate of recovery for 2013 membership fees is satisfactory (87%) compared to last year (80%). As regard to overdue contributions, at end of November 2013, a total amount of 235 450€ is still remaining due by 7 National members, 6 Industrial members and 3 Associates (a detailed situation is presented on Annex 7.7).

National members:

According to the new policy, National members have been advised that they can be suspended by the Council when contributions are in arrears by at least two years and a half.

Ecuador has settled in November all its remaining contributions.

But today four countries remain in a position to be taken out of the list of IALA members:
- **Jamaica** (total remaining due since 2011: 39 600€)
- **Mozambique** (total due since 2010: 52 050€)
- **Sierra Leone** (total due since 2009: 51 800€)
- **Venezuela** (total due since 2008: 64 705.27€)

The financial impact of such a loss would represent a total amount of 208 155.27€ (including 2013 contributions).

7.7 The FAC had recommended not to write off any debts of members in arrears, but to wait for the next Council meeting for a decision. The FAC also encourages the Secretariat to propose negotiations, a schedule of payments or financial arrangements for members in financial difficulties.

This was agreed by Council.

Industrial members:
In order to help Industrial members, a schedule of payment has been proposed with success to some of them. Some penalty fees have been paid according to the new policy. Two Industrial members decided to resign this year and will be written off the list of IALA members after consideration by the Council (*Shangai Navigation Aids Factory/China and Mediterraneo Servicios Marinos/Spain).*

The FAC had noted both resignations. This was noted by Council.

Associate members:
The rate of recovery is quite good for this category.
Nevertheless, in application of the current policy, the member *Taiwan Ocean University – China/Taiwan* is in a position to be taken out the list of IALA members. The total overdue contributions since 2010 represent 7 505€.

7.7 For the case of the Taiwan Ocean University, the Council decided to terminate membership.

7.8 Revised budget for 2014
The proposed 2014 budget for income is 2 069 976€ and 1 954 316€ for expenditure (see Annex 7.8). The draft budget assumes annual growth in income of 3% which bring the level of membership fees due at 1 757 770€.

As regard to expenditures, the increase of the personnel costs will be devoted to the recruitment of a new staff to support the technical and administration areas.

Additional cost in the amount of 25 000€ is planned for next Conference in 2014 and some contracts with Committee Secretaries will need to be finalized to cover the meetings for next year. Concerning investments costs, IALA aims at investing in IT solutions and equipment to improve the work within the Secretariat and to generate time saving.

The revised budget for 2014 was approved.

The Cash Flow information is at Annex D.

Following an intervention by The Netherlands, which was then unanimously supported by all Councillors, the Council decided to make a financial award to Mrs Suzanne Prosser, in appreciation of her management and supervision of the work to create the new IALA website. The amount proposed and agreed was € 5,000.

Later on, Mrs Prosser responded to the Council, thanking it for the proposal, but declaring that she did not wish to accept a financial gift, being completely rewarded by the satisfaction of seeing the

work completed. The Secretary-General supported Mrs Prosser's decision, noting that by tradition in IALA, many members make considerable contributions of their time and skills.

7.8 The Council asked that its deep appreciation be conveyed to Mrs Prosser.

8   IALA STRATEGY

8.1   Development of an IALA Strategy

8.1.1   Background

At Council meeting 54, Council instructed the Secretariat to '… start the process for developing IALA's strategy, clarifying any terminology used and provide a timeline, circulating the results to the Council by e-mail.'

The Secretariat had reported on progress at Council meeting 55 and received approval to proceed.

8.1.2   Status report

The Secretariat described the work it had carried out since Council meeting 55, and also the results of the Second Strategy Meeting to which Councillors and PAP members were invited. The report included the following.

- A Status Report (paper C56-8.1-1)
- A revised Road-Map (paper C56-8.1-2.)
- A report of the Second Strategy Meeting (paper C56-8.1-3)
- An information paper on "Building your company vision" (paper C56-8.1-4)

The Council noted the report by the Secretariat, and the related documents.

8.2   Draft IALA Strategic Vision

A final draft Strategic Vision 2014-2026 had been created by the Secretariat and discussed and revised during the Second Strategy meeting. The draft Strategy for IALA 2014-2026 consists of six components.

    a.   A Purpose
    b.   A Motto
    c.   Two Goals
    d.   Eight Strategies, four for each Goal
    e.   A statement describing IALA's Strategic Domain
    f.   A Strategic Plan for 2014-2018, consisting of 14 Priorities

The draft Strategic Vision 2014-2026 was described in the following papers.

- Draft IALA Strategic Vision 2014-2026, Introduction Rev2 (paper C56-8.2.1)
- PowerPoint presentation (paper C56-8.2.1A)
- Draft IALA Strategic Vision 2012-2026 (paper C56-8.2.2)

The Secretariat had proposed a draft IALA Committee Structure 2014-2018 for discussion at the Second Strategy Meeting. This Structure was agreed by that meeting, with some minor changes to be made by the Secretariat after the meeting. The resulting draft IALA Committee Structure 2014-2018 was described in paper C56-8.2.3.

8.3   Committee Work Plan 2014-2018

A Work Plan for the 2014-2018 period was developed by the Secretariat and the PAP members during PAP26.

This Work Plan was described in papers:-

- C56-8.3.1, draft IALA Committee Work Plan 2014-2018, Introduction
- C56-8.3.2, draft IALA Committee Work Plan 2014-2018

It is focused on the 14 Priorities for the 2014-2018 period as listed in the draft IALA Strategic Vision 2014-2026.

The Work Plan 2014-2018 was based on the assumption that Council would approve the draft IALA Committee Structure 2014-2018 (paper C56-8.2.3).

8.4   Report of Strategy meeting 09 December 2013

The IALA Council Strategy Group met during the IALA Council's 56th Session at Goa, India, on 09 December 2013. All IALA Council members were welcome to attend. The meeting was chaired by Mr Christian Forst, Germany. The report of the meeting is at ANNEX E.

The Council Strategy Group explained its deliberations on Strategy, and recommended that Council approve the following documents.

- The draft IALA Strategic Vision 2014-2026 set out in paper C56-8.2.2
    - with minor modifications as recommended by the Strategy Group
- The draft IALA Committee Structure 2014-2018 described in paper C56-8.2.3
    - with minor modifications as recommended by the Strategy Group
- The draft IALA Committee Work Plan 2014-2018 described in paper C56-8.3.2

8.4 The Council noted the report of the Strategy Group meeting and approved the following documents, subject to the Secretariat making the minor changes recommended by the Strategy Group.

- *The draft IALA Strategic Vision 2014-2026 (paper C56-8.2-2)*
- *The draft IALA Committee Structure 2014-2018 (paper C56-8.2-3)*
- *The draft IALA Committee Work Plan 2014-2018 (paper C56-8.3-2)*

Revisions were made by the Secretariat to the Strategic Vision and approved by Council. The Secretariat will make the necessary changes to the Committee Structure.

8.4 The Chairman of the Strategy Group agreed to present the Strategic Vision and the Committee Structure to the General Assembly in May 2014.

8.4 In addition the Council requested the Secretary-General to report to Council, what a modern and efficient Secretariat would look like, for the present form of the Association.

Later it might be necessary for the Secretary-General to present a similar structure for a possible future IGO.

9   IALA TECHNICAL ACTIVITIES

9.1   Report on Technical Activities

The Secretariat reported on the recent activities of the four technical Committees and the Policy Advisory Panel.

The report on IALA technical activities (paper C56-9.1) was noted.

Australia expressed a wish that PNT back-up systems could be harmonised globally.

9.2   IALA meetings held

The meetings held since the last Council meeting were listed in paper C56-9.1.

9.3   Policy Advisory Panel (PAP)

9.3.1   Documents to note

9.3.1.1   Report of PAP26

The Secretary-General, indicated that there had been good attendance for the meeting, which had been held in the same week as the Strategy planning meeting number 2.

Attention was drawn to the following points:

- substantial completion of the Committees work programmes for 2010 – 2014
- much work is required to further enhance existing IALA documentation
- progress being made with updating the IALA Dictionary to include non-English language entries
- improvement of the IALA Questionnaire process with assistance from Portugal
- the need for promotion of IALA-NET
- arrangements for IALA contribution to IMO S-100
- changes in management and structure of the IALA Bulletin
- development and uptake of the IALA Wiki
- programme for completion of the Navguide review
- progress on preparation of the Committees work programme 2014-2018
- revision of Committees meeting schedule
- successful improvement of the IALA WiFi and implementation of the IALA website
- continued progress of the WWA
- extraordinary PAP meeting in March 2014 to consider the IALA documentation policy.

The report of PAP25 (paper C56-9.3.1-1) was noted.

9.4   e-NAV Matters

9.4.1   Documents submitted for approval

9.4.1.1   Draft Guideline on shore-side portrayal ensuring harmonisation with e-Navigation related information

The Draft Guideline on shore-side portrayal ensuring harmonisation with e-Navigation related information (paper C56-9.4.1-1) was approved.

9.4.1.2   Draft Guideline on producing an IALA S100 Product Specification

The draft IALA Guideline on producing an IALA S100 Product Specification (paper C56-9.4.1-2) was approved.

9.4.1.3   Draft Guideline 1087 Ed2 Procedures for the Management of the IALA Domains under the IHO GI Registry

The draft IALA Guideline 1087 Ed2 Procedures for the Management of the IALA Domains under the IHO GI Registry (paper C56-9.4.1-3) was approved.

9.4.1.4   Draft Guideline on the reporting of results of e-Navigation testbeds

The Draft Guideline on the reporting of results of e-Navigation testbeds (paper C56-9.4.1-4) was approved.

9.4.1.5   Draft Information Paper on the VHF Data Exchange System (VDES)

The Draft Information Paper on the VHF Data Exchange System (VDES) (paper C56-9.4.1-5) was approved.

9.4.1.6   Draft Demonstration objectives in support of the development of VDES

The paper Draft Demonstration objectives in support of the development of VDES (paper C56-9.4.1-5) was approved.

9.4.1-6 Australia noted that more promotion of the IALA VDES plan was needed, and for example an article in the Bulletin would be welcome.

9.4.2   Documents to note

9.4.2.1   Report of e-NAV14

The summary report of e-NAV14 (paper C56-9.4.2-7) was noted.

9.4.2.2   Review of progress with deliverables

The report was noted.

9.4.2.3   Liaison Note to IMO e-Navigation Correspondence Group re Strategic Implementation Plan (SIP)

The Liaison Note to IMO e-Navigation Correspondence Group re Strategic Implementation Plan (SIP) (paper C56-9.4.2-1) was noted.

9.4.2.4   Liaison note to IMO Correspondence Group on e-navigation roadmap & key dates

The Liaison Note to IMO Correspondence Group on e-navigation roadmap & key dates (paper C56-9.4.2-2) was noted.

9.4.2.5   Liaison note to ITU-R WP5B

This Liaison Note to ITU-R WP5B (paper C56-9.4.2-3) had been Approved by Council by correspondence.

9.4.2.6   Liaison note to ITU-R WP5B, Annex 1. Working Document toward a Preliminary Draft New Report 'Maritime Radiocommunication Systems and Requirements

This Liaison Note to ITU-R WP5B (paper C56-9.4.2-4) had been Approved by Council by correspondence.

9.4.2.7   Liaison note to ITU-R WP5B, Annex 2. Working Document Toward Preliminary Draft New Recommendation ITU-R M.[VDES], Technical characteristics for a VHF Data Exchange System (VDES) in the VHF maritime mobile band

This Liaison Note to ITU-R WP5B (paper C56-9.4.2-5) had been Approved by Council by correspondence.

9.4.2.8   e-NAV Committee Work Programme - Review of Progress with Deliverables at e-NAV 14

The contents of this report were noted (paper C56-9.4.2-6).

9.5   VTS Matters

9.5.1   Documents submitted for approval

9.5.1.1   Draft Guideline on Auditing and Assessing VTS

The Draft Guideline on Auditing and Assessing VTS (paper C56-9.5.1-1) was approved.

9.5.1.2   Draft Guideline on VTS Interaction with Allied and Other Services

The Draft Guideline on VTS Interaction with Allied and Other Services (paper C56-9.5.1-2) was approved.

9.5.1.3   Draft IALA Recommendation V-120 on VTS in Inland Waters

The Draft Recommendation V-120 on VTS in Inland Waters (paper C56-9.5.1-3) was approved.

9.5.1.4   Draft Guideline Train the Trainer

The Draft Guideline Train the Trainer (paper C56-9.5.1-3) was approved.

9.5.1.5   Amendment to Recommendation V-103

The amendment to Recommendation V-103 (paper C56-9.5.1-5) was approved.

9.5.2   Documents to note

9.5.2.1   Report of VTS 37

The report of VTS 37 was noted.

9.5.2.2   Report of the IALA Workshop on the Portrayal of Data and Information at a VTS

The Report of the IALA Workshop on the Portrayal of Data and Information at a VTS (paper C56-9.5.2-1) was noted.

9.5.2.3   Report of the IALA Seminar on Simulation in VTS Training

The Report of the IALA Seminar on Simulation in VTS Training (paper C56-9.5.2-2) was noted.

9.5.2.4   Timetable for revision of V-128

The Timetable for revision of V-128Training (paper C56-9.5.2-3) was noted.

9.6   ANM Committee matters

9.6.1   Documents submitted for approval

9.6.1.1   IALA Questionnaire

The draft IALA Questionnaire (paper C-56.9.6.1-1) was approved.

Turkey agreed to provide minor editorial correction to the Questionnaire.

9.6.1.2   Guideline on the application of the Maritime Surface Picture for analysis in Risk Assessment and provision of AtoN

The draft Guideline on the application of the Maritime Surface Picture for analysis in Risk Assessment and provision of AtoN (paper C-56.9.6.1-2) was approved.

9.6.1.3   Draft Recommendation O-139 – The Marking of Man-Made Offshore Structures (Revision)

The draft Recommendation O-139 – The Marking of Man-Made Offshore Structures (Revision) (paper C-56-9.6.1-3) was approved.

9.6.1.4   Draft Guideline 1052 – Quality Management Systems for AtoN Service Delivery (Revision)

The draft Guideline 1052 – Quality Management Systems for AtoN Service Delivery (Revision) (paper C-56.9.6.1-4) was approved.

9.6.1.5   NavGuide (Revision)

The draft NavGuide (Revision) (paper C56-9.6.1-5) was approved.

9.6.2   Documents to note

9.6.2.1   Report of ANM21

The summary report of ANM 21 (paper C56-9.6.2-1 was noted.

9.6.2.2   Report of the Workshop on AtoN within Marine Spatial Planning

The Report of the Workshop on AtoN within Marine Spatial Planning (paper C56-9.6.2-2 was noted.

9.6.3   Documents submitted for discussion

9.6.3.1   NavGuide (Liaison Note)

The future form of the NavGuide was discussed, including continuing with the present printed book, and changing to an all-electronic document.

9.6.3.1 The preference was for an electronic format, and the Secretary-General indicated that the Navguide would be distributed in electronic format at the IALA Conference in 2014. A paper version would be available from the Secretariat on request.

9.7   EEP Committee

9.7.1   Documents submitted for approval

9.7.1.1   Draft Guideline on providing AtoN services in Polar Regions

The Draft Guideline on providing AtoN services in Polar Regions (paper C-56-9.7.1-1) was approved.

9.7.1.2   Draft Guideline 1006 Ed3 Plastic Buoys – Update October 2013

The Draft Guideline 1006 Ed3 Plastic Buoys – Update October 2013 (paper C-56-9.7.1-2) was approved.

9.7.1.3   Draft Guideline 1015 Ed2 1 Painting Aids to Navigation Buoys

The Draft Guideline 1015 Ed2 1 Painting Aids to Navigation Buoys (paper C-56-9.7.1-3) was approved.

9.7.1.4   Draft Guideline on theft and vandalism deterrents

The Draft Guideline on theft and vandalism deterrents (paper C-56-9.7.1-4) was approved.

9.7.1.5   Draft Guideline on environmental management

The Draft Guideline on environmental management (paper C-56-9.7.1-5) was approved.

9.7.1.6   Draft Guideline on vertical divergence Ed 2

The Draft Guideline on vertical divergence Ed 2 (paper C-56-9.7.1-6) was approved.

9.7.2   Documents to note

9.7.2.1   Report of EEP21

The summary report of EEP 21 (paper C56-9.7.2.1) was noted.

9.7.2.2   EEP Current work programme updated at EEP21

The summary report of EEP Current work programme updated at EEP21 (paper C56-9.7.2-2) was noted.

9.7.2.3   Final report on the seminar on preservation of lighthouse heritage

The summary report on the seminar on preservation of lighthouse heritage (paper C56-9.7.2-3) was noted.

9.7.2.4   Report of the Workshop on AtoN in Polar Regions

The Report of the Workshop on AtoN in Polar Regions (paper C56-9.7.2-4) was noted.

The Council expressed its appreciation for the general quality of the input documents, made a vote of thanks to Dr Stuart Ruttle for his voluntary work on QA of IALA documents, and Norway noted that its attendees at IALA Committees were reporting satisfaction with the running of Committee meetings and thanked all the Committee Chairs and the Secretariat for the quality of their preparations.

9.8   Technical Committee arrangements for 2014-2018

9.8.1   Documents submitted for approval

9.8.1.1   Draft Technical Work Structure for IALA 2014-2018

The proposed Technical Work Structure for IALA 2014-2018. Paper C56-9.8.1-1, was based on that for the 2010-2014 period, updated to reflect a new Committee Structure, and carrying the fourteen Priorities for 2014-2018 listed in the Strategic Vision 2014-2026. The document quality assurance process remained unchanged.

The Technical Work Structure for IALA 2014-2018 was approved.

9.8.1.2   Committee Structure 2014-2018

It was noted that clause 1.3 of input Document C56-9.8.1-2, (CPAF) should be replaced by text agreed at the 54th meeting of Council (and placed in ANNEX F of the Report of that meeting) as follows.

1. PROVISION FOR A COMPETENT PILOTAGE AUTHORITY FORUM (CPAF)

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

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

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

2. INITIAL Membership

Chairperson, initially appointed by the IALA Secretary General

IALA members and in particular those who are Competent Pilotage Authorities

Other Competent Pilotage Authorities   and

Secretary, as appointed by the Secretariat   (Please note that this text is changed from that of ANNEX F of Council meeting Report 54, to account for the new arrangements in the Secretariat.)

(To be further developed by the forum)

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

9.8.1.2 The Council instructed the Secretariat to make the necessary change in C56-9.8.1-2 and place this Revision 1 in the output documents of the meeting.

9.8.1.2 The Council further noted that the CPAF may develop its Terms of Reference without reference to the IALA Council.

9.8.1.3   Nominations by Secretary General for Committee leadership 2014-2018

The Secretary General introduced paper C56-9.8.1-3, and drew attention to the Rules of Procedure for the current work period. He proposed Chairs and Vice-Chairs for the four Committees for the 2014-2018 period as follows.

Technical Committee #1 – AtoN Requirements and Management (ARM)			
Chair	Philip Day	NLB	Scotland
Vice-Chair	Michael Skov	DMA	Denmark
Technical Committee #2 – e-Navigation (ENAV)			
Chair	William Cairns	USCG	USA
Vice-Chair	Hideki Noguchi	JCG	Japan
Technical Committee #3 – AtoN Engineering and Sustainability (ENG)			
Chair	Omar Eriksson	DMA	Denmark
Vice-Chair	David Jeffkins	AMSA	Australia
Technical Committee #4 – Vessel Traffic Services (VTS)			
Chair	Tuncay Cehreli	Directorate General of Coastal Safety	Turkey
Vice-Chair	Neil Trainor	AMSA	Australia

The Chairs and Vice-Chairs proposed by the Secretary General were approved.

Council expressed a desire for the selection process to be made clearer to members in future.

9.8.1.4   Draft Rules of Procedure for IALA Committees 2014-2018

The proposed Rules of Procedure for IALA Committees 2014-2018 (paper C56-9.8.1-4) was the similar document for the 2010-2014 work period, as approved by Council at its 51st session, with minor editing.

- 2010-2014 changed to 2014-2018

- Annex C of the earlier document replaced by an example of an Agenda for a Committee meeting, using the new format from the IALA website

- Changes to indicate that the IALA web site is the source of Committee documents for Members.

The Rules of Procedure for IALA Committees 2014-2018 was approved.

9.8.2   Documents to note

9.8.2.1   Committee meeting dates for 2014

Committee meeting dates and the dates of other events in 2014 were listed in paper C56-9.8.2-1.

The Committee meeting dates and the dates of other events in 2014 were noted.

The Secretary-General raised the matter of the timing of Committee meetings and Council meetings for the 2014-2018 period. He drew attention to the slight change in the timing of Committee meetings for this period and suggested that the timing of Council meetings might also be altered to March and September.

He explained that the merit of this change would be to provide a longer period between a Council meeting and the preceding Committee meeting(s). This would allow the Secretariat more time to prepare Council input papers, and allow more time for Councillors and their advisors to receive and study Council meeting input papers.

He stated that at present the Secretariat has a Council meeting preparation schedule aimed at loading Council meeting input papers onto the web one month before the Council meeting, this has proved difficult to achieve, leaving Councillors and their advisors with limited time for review.

9.8.2.1 The proposal to change future Council meetings, after Conference 2014, in the months of March and September was discussed. The merits of keeping the IALA Council meetings back-to-back with the IMO Council meetings was also raised and it was decided that timings for future Council meetings will be considered further at the first Council meeting following the Assembly.

10   WORLD WIDE ACADEMY

Jean-Charles Leclair used a PowerPoint presentation to introduce the IALA World-Wide Academy agenda item. He referred to paper C56-10.3.1, the aim of which was to review tasks and progress made since Council 55 and to introduce all documents submitted to the Council at this session under the topic.

He pointed out the reinforcement of joint IMO/IALA/IHO Capacity Building Activities, in particular the organization of two regional seminars level 1+ in Bangkok and in Nouakchott. It is the result of the fructuous cooperation on capacity building between IMO, IHO and the Association, applying the "Delivering as one" UN initiative. With IMO and IHO joining the IALA WWA initiative to organise such level 1+seminar, this event has become a comprehensive and informative seminar on safety of navigation in general, and not only on aids to navigation. Within the same spirit of cooperation, an IMO/IALA VTS awareness Forum was organised in Singapore in June 2013.

He added that further cooperation is planned for 2014: two other safety of navigation awareness seminars in Africa (Anglophone countries) and in Caribbean region. A VTS Forum could also be organised for the Mediterranean countries of the South coast.

The Dean also reported that the Secretary General's brief to the IFAN Board on 29th August had been very well received. Its Board appreciated the strong relationship that had been forged between IALA and IMO. IFAN indicated that it would look positively to sponsor the Academy beyond 2015. Whilst IFAN remained the principle sponsor, other Member States and Organisations continue to make significant direct or in-kind contributions on a case-by-case basis. However more additional sponsors would be welcomed to provide greater certainty for future WWA planning purposes.

He concluded his presentation expressing his gratitude for the support received from all IALA Members during those two first years of activity, in particular through the Council and the Committees thanks to which the Academy's activity is progressing and growing well.

He then invited the Council to endorse the 10 training courses adopted by the concerned Committees and approved by the Board, as well as the scheduled action plan for 2014. He also requested the Council Members to note the five documents submitted, in particular the report on the fifth Board meeting of the IALA World-Wide Academy held at the IALA Headquarters the 8th of October 2013, as well as the new website of The Academy, which includes the list of the 17 IALA experts and the 20 approved training organisations.

10.1   Documents submitted for approval

There were no documents for approval.

10.2   Documents submitted for endorsement

10.2.1   Presentation of model courses

10.2.2   L2 Overview of IALA WWA L2.0 Ed 2 Dec 13

10.2.3   L1 Introduction to e-Navigation 2013 Dec 2013

10.2.4   L2.1.5 Buoy handling Ed 1 Dec 2013

10.2.5   L2.2.4 Wind generators Ed 1 Dec 2013

10.2.6   L2.2.5-6 Mains AC power systems and diesel generators Ed 1 Dec 2013

10.2.7   L2.2.7 Lightning protection Ed 1 Dec 2013

10.2.8   L2.10.1-2 Remote monitoring of AtoN Ed 1 Dec 2013

10.2.9   L2.11.1-5 AtoN structures, materials, corrosion and protection Ed 1 Dec 2013

10.2.10   L2.11.6 Preservation of structures Ed 1 Dec 2013

10.2.11   L2.11.7 Maintenance planning and records Ed 1 Dec 2013

10.2.12   Action Plan for 2014

The Documents were all endorsed by Council.

10.3   Documents to note

10.3.1   Report of the IALA WWA

10.3.2   Report of WWA 5th Board meeting

10.3.3   Action plan 2013 – Schedule of events

10.3.4   Forum on VTS Singapore 2013

10.3.5   Regional Awareness Seminar on safety of navigation – Nouackchott 2013

The Documents were all noted by Council.

Japan confirmed the intention to hold a regional awareness Seminar on safety of navigation, together with the IALA WWA, in the second half of 2014, and is awaiting financial approval.

Korea confirmed its commitment to participate in funding of the WWA starting with its 2015 budget.

The Secretary-General thanked all those IALA members which participate in the activity of the WWA, and in particular thanked Korea for the announcement made.

11 OTHER IALA GROUPS

Council agreed to consider Agenda items 11.1 and 18.1 together.

11.1 Legal Advisory Panel (LAP)

Gary Prosser, standing in for Francis Zachariae, Chairman of the Legal Advisory Panel, introduced paper C56-18.1.1-1, and reported on the outcomes of the recently held extraordinary LAP meeting in Copenhagen and progress made.

After discussions, there was general agreement on proceeding with the Road Map, with some minor revisions. Several delegations made observations on issues they would like further considered by the LAP including the following issues:

- The case for change to better explained

- Issues surrounding risk for the organization

- Proposed membership arrangements

- Future technical consultative role of IALA

- Development of a draft resolution for General Assembly

11.1 The President invited Councillors to ensure that any remaining considerations that they may have are made known to the next Extraordinary LAP meeting, well in advance of the planned meeting in March 2014. The invitation to this Extraordinary LAP meeting should be forwarded to all National Members. The outcome of this Extraordinary LAP will be circulated to Council for out-of-session approval, in order to allow sufficient time for consideration by National Members prior to General Assembly.

It was noted by the meeting that the wording of any future International Agreement would be approved at a Diplomatic Conference and not by the IALA General Assembly.

11.1 The Council agreed that the following text should replace clause 4 in the Road Map.

4 MAY 2014

- *General Assembly elects new Council.*

- *General Assembly will be informed of the reasons for, and process for the development of an international agreement creating the basis for international consultation*

- *General Assembly approves revised Constitution*

- *General Assembly approves further work for the proposed change of legal status of IALA*

The Secretary-General advised that the Extraordinary LAP meeting in March 2014, would prepare a draft Resolution, for consideration by the General Assembly in May 2014, that would provide the mandate for any future change in status of the organization

Formerly it was agreed that the Council meeting pre-Conference, May 2014, will need to approve this draft text after its consideration by the Extraordinary LAP meeting of March 2014.

11.1.1   Documents submitted for approval

11.1.1.1   Changes to the IALA Constitution

The President informed the meeting that Document C56-11.1-1, Changes to the IALA Constitution, should be for noting, as it would be subject to further work at the Extraordinary LAP meeting in March 2014.

The document was noted.

Some Councillors suggested that this Extraordinary LAP meeting should be renamed along the lines of "Extraordinary LAP and National Members Meeting".

11.1.1.1 It was agreed that Council meeting 57, to be held in A Coruna in May 2014, prior to the IALA Conference, should be allocated sufficient time to allow status change matters to be considered by Council, prior to the General Assembly.

11.2   Maritime Co-operation Steering Committee

The Secretary-General advised that the postponed Maritime Co-Operation Forum, which was to have taken place at IALA Headquarters 28-29 October 2013, was postponed to the last quarter of 2014 by the Steering Committee as a result of a low level of acceptance.

The Maritime Co-operation Steering Committee report (paper C56-11.2-1) was noted.

11.3   IALA Risk Management Toolbox

11.3.1   Document to note

Jean-Charles Leclair reported on the four meetings (session 32 to session 35) held by the Steering Group in charge of the IALA Risk Management Tools. Three of them were held by teleconference on 24 June, 15 August and 23 October; the last one was held the 15th of November 2013 in Puertos del Estado premises in Madrid, just after the closure of the one-week IALA Risk Management Tools Training Seminar.

During those meetings, the Steering Group continued to monitor and assess the progress made on the IWRAP Mk2 programme, as well as the introduction of new functions, such as pollution assessment and use as a simulation tool. Thanks to the arrangements between DAMSA and GateHouse, IWRAP is a lively programme which is continuously developed by its architect under the supervision and suggestions of the Steering Group Members. The training seminar is also a good occasion to assess the reaction of the users. It is expected that some of them continue to use IWRAP after the seminar, and receiving their comments as users could be very useful. Therefore it was requested that the Academy organises a kind of alumni of the ex-participants to the training seminars. It was also decided to make more publicity on IWRAP Mk2 through the new IALA website and the edition of a flyer.

PAWSA was also on the agenda of the Steering Group with the aim to promote the qualitative method. Two main lines were studied; one to encourage the use of PAWSA itself through, for instance, the drafting of a model course. But this line was not progressed due to the difficulties to meet with the USCG officer in charge of PAWSA (travel difficulties). The second main line was to develop a simplified qualitative method based on the same organised consultation of the stakeholders of the area concerned, but without using the Delphi based risk analysis method. A preliminary draft was produced by Stephen Bennett and submitted to the Steering Group, which agreed to go further on the development of the programme and to make preliminary tests before proposing the method to ANM through the Council. On this case also, preliminary talks with USCG are requested, even if the new method should not be considered as a degraded PAWSA, but as a full and comprehensive one.

The third regular item on the agenda of the Steering Group was the preparation and debriefing of training seminar. The four last meetings dealt with the Madrid seminar very well organised by Puertos del Estado. Most of the Steering Group Members were also lecturers to the seminar, thanks to their administration (Denmark, UK, Germany, Spain, Netherlands) and to GateHouse. This time one session was dedicated to the presentation of a non IALA tools, as requested by The Netherlands, SAMSON, a quantitative risk assessment programme owned by Netherlands and developed by Marin. After the presentation, it was agreed to examine further what could be the future of SAMSON within the IALA risk management toolbox. For that purpose, a special meeting of the Steering Group will be organised in Copenhagen (DAMSA) the 12th and 13th of February 2014. Ernst Bolt, Centre for Transport and Navigation, Netherlands, who was the presenter of SAMSON at the seminar was invited to join the Steering Group.

The reports of the 34th and the 35st meetings of the Steering Group (paper C56-11.3.1.1 and C56-11.3.1.2) were noted.

11.4   IALA-Net

Jean-Charles Leclair made an oral report of the 11th session of the IALA-NET Steering Group which was held on the 21st of October 2013 at the IALA Headquarters, just before the Strategy and the PAP meetings. The meeting was chaired by the Secretary General. The Steering Group did not meet for a while (the 10th session was held in April 2011) because the IALA-NET system had not progressed during those two years. The list of the participating countries has remained unchanged. They are:

- Australia
- China
- Denmark
- Estonia
- Finland
- Ireland
- Latvia
- Montenegro
- Norway
- Oman
- Poland
- USA
- Iraq
- Faroe Islands
- Greenland
- Bulgaria
- France
- Ukraine
- Chile

Several reasons were quoted for the lack of interest from many countries (AIS Authorities different from AIS AtoN, confidentiality, deficit of information…). Therefore, the Steering Group requested the IALA Secretariat to develop information on the use of IALA-NET, on the possible development of the system to exchange information well beyond shore AIS data, its storage capability, and the

fact that it could become the heart of the future "cloud" that the implementation of the e-Navigation concept will require.

11.5   Competent Pilotage Authority Forum (CPAF)

The Secretariat reported verbally that the first CPAF meeting was held at IALA Headquarters 11-13 June 2013, with two USCG participants joining the meeting by GoToMeeting software. The report of the meeting is still in incomplete draft form and not yet ready for presentation to Council.

A second meeting of CPAF is planned for 13-15 May 2014 at IALA HQ.

The Secretariat advises that the reports of the two meetings will be presented to Council at its meeting in the second half of 2014, and that subsequent meetings of CPAF are intended to be held annually.

11.5 The Council noted that a report will be presented in 2014.

12   IALA CONFERENCES & SYMPOSIA

12.1   2014 IALA Conference

12.1.1   Document to note

The Secretary-General introduced the report of the 7th Conference Steering Committee meeting held on 23rd October 2013.

Via tele-conference, the Spanish Councillor and advisor participated in the discussion by Council or arrangements for the 2014 IALA Conference.

Spain advised as follows.

- The web page is already open in the three languages, English, French and Spanish, and registration is open.

- The last IALA bulletin has included, and the next issue will also include the "First Announcement" leaflet containing all the information related to registration procedures, fees, contact point etc.
    - o Organizations to make your registrations as soon as possible.
    - o We also kindly ask the IMC representative to encourage members to register for the exhibition

- In relation with the logistics aspect, the project is proceeding as programmed.
    - o We have already received confirmation that Her Royal Highness Princess Anne will visit the Conference on Thursday morning.
    - o It is for us a great honour, that we deeply appreciate, and we want to recognize the efforts of our colleague from Trinity House and of our Secretary General for their invaluable help to achieve this objective.
    - o This visit will greatly contribute to make a memorable event on the occasion of the 500 anniversary of THLS

- Service vessels are encouraged to attend
    - o On the Spanish side, we have confirmed the presence of a vessel of Sasemar, Spanish search and rescue service, and a vessel form the Spanish Hydrographic Office, respectively 60 and 80 meters length

- The Social program and Accompanying persons program are already finished, expecting some final sponsoring details and we hope that details will be available next month on our website

- Regarding accommodation in A Corunna, we are going to include more options besides the official hotels

The Spanish delegation also expressed thanks to Mr. Jean-Charles Leclair and the whole WWA team for the excellent job on the Risk Management Seminar last month in Puertos del Estado.

12.2   IALA VTS Symposium 2016

12.2.1   Document to note

Malaysia made an audio-visual presentation covering the location, the Kuala Lumpur Convention Centre (KLCC), showing that preparations are in hand.

The next Steering Committee meeting is planned to be held in A Coruna, during the Conference.

The Secretary-General thanked Malaysia for its on-going work on preparation of the Symposium.

12.3   IALA Conference 2018

Korea invited all IALA members to the Conference to be held in May 2018, and noted that if the status change for IALA goes ahead then the General Assembly in Korea will be the first for the new organisation.

Korea also stated that the venue will be reported to Council at its next meeting, and announced during the General Assembly in 2014.

13   INTERNATIONAL

13.1   IMO

The Council noted that IALA was represented at the June 2014 meeting of the IMO Maritime Safety Committee (MSC92, 12-21 June 2013) by the Secretary-General for the first week, and the Deputy Secretary-General for the whole period. In September 2013, IALA was represented at the 59th meeting of the IMO NAV Committee by the Secretary-General.

The Secretary-General attended the IMO Assembly meeting in November 2013 and provided a verbal report to IALA Councillors.

13.1.1   Document to note

13.1.1.1   Report on MSC

The Secretariat reminded the meeting that a report on MSC92 had been published in the IALA Bulletin issue 2013/3.

13.1.1.2   Report on the 63rd Session of the IMO Technical Co-operation Committee

Jean-Charles Leclair reported on the 63rd Session of the IMO Technical Co-operation Committee, held at the IMO Headquarters from 10 to 12 July (Paper C56-13.1.1). He was representing The Academy, together with Stephen Bennett.

The IALA through its Academy is now considered as a regular partner of IMO for capacity building. A MoU between the two organisations, and probably also with IHO, is in preparation to strengthen their cooperation, as it was planned during the last meeting in Monaco between the three organisations plus WMO, AIEA, IOC and FIG on 20 and 21 November.

The TCC meeting was an occasion for the Dean to underline the success of the joint IMO/IHO/IALA regional seminar on safety of navigation held in Thailand and to emphazise the merits of these joint activities, and thanked IMO for its continued support. The IMO Secretariat noted that outcomes achieved through partnership assistance contribute substantially to the effective delivery of ITCP activities.

13.2   ITU

The Council noted that IALA was represented at the November 2013 meeting of ITU WP5B by Mr Stefan Bober, by kind agreement of the German Federal Waterways and Shipping Administration. Mr Bober is a member of the IALA e-Navigation Committee and has been an active member of the Working Group dealing with e-Navigation communications.

Mr Bober had reported that the meeting had made good progress with preparation for WRC2015, and that the IALA work on VHF channels for e-Navigation (VDES) is being incorporated in the ITU planning.

13.3   FERNS

13.3.1   22nd FERNS meeting

Jean-Charles Leclair reported on the 22nd session of the FERNS Council which was held in Jeju, the Republic of Korea, during the period 14 – 18 October, 2013 (Paper 56-13.3.1 refers). He was the secretary of the session and Mike Card represented the Secretary General.

The meeting allowed each participating country, China, Japan, Korea and Russia, as well as Norway as observer, to give the situation of the functioning of the Loan-C/Chayka chains in the region. It was also the occasion to discuss regional cooperation on radio-navigation and to inform Council Members on projects and realizations implemented in each of the countries. Special emphasis was made on the Northern Sea Route and its needs for a safe navigation.

During the meeting, Japan confirmed the decision to terminate all Loran-C stations by February 2015 and gave a precise schedule of the termination for each station. Russia and China informed the Council that they continue to modernize their existing Loran-C and Chayka stations, whilst Korea is developing a complete coverage of its waters with e-Loran stations which should be achieved by 2015. Furthermore, Russia and Korea agreed the principle to create a new cooperative chain to compensate the closure of the Japanese chains, and invited China to join the project.

In this context, the FERNS Council continued the discussions on the revision of the FERNS Agreement to enlarge the scope of the Agreement to all sorts of radio-navigation and to take into account the decision of Japan to withdraw from the Agreement by 2015..

13.4   IHO

It was reported that IALA continues to cooperate with IHO on a number of issues related to safety of navigation, the S-100 data structure, and capacity building.

13.5   RTCM

It was noted that the 2014 combined meeting of CIRM and RTCM will be held Monday 28 April-Friday 2 May 2014, at the Loews Annapolis Hotel, Maryland, USA. The Secretary-General or his Deputy, or a nominee, will represent IALA.

14   INDUSTRIAL MEMBERS' COMMITTEE MATTERS

The IMC representative reported on the IMC meeting held on 07 and 08 October 2013, at Hamilton Island Australia. The purpose of the meeting was finalise plans for the IMC activities at the 2014 IALA Conference, including the arrangements for the industrial exhibition and for the Industrial Members' evening.

The IMC representative noted that to date, 58 of the 104 available booths in the industrial exhibition have been reserved. He asked Councillors to encourage participation from Industrial Members in their countries.

The WWA thanked the Industrial Members Committee for having agreed to allocate €20,000 for the participation of representatives from developing countries at the Conference.

15   IALA MEMBERSHIP

15.1   Documents submitted for approval

The Secretariat received the following applications for IALA Membership.

National Membership
       Maritime Safety Authority; *Fiji*.

The application was approved.

Industrial Membership
       Dongkang M-Tech Co., Ltd; *Rep of Korea.*
       The Babcock international Group; *UK.*

Late applications for Industrial membership.

       Transfield Services Pty Ltd.; *Australia*
       Shanghai Waterway Engineering Design & Consulting Co., **Ltd**.; *People's Republic of China*

Each of the applications was supported by the national member concerned. The five applications for Industrial Membership were approved.

15.2   Documents to note

Paper C56-15.2.1 refers.

15.2.1   Resignations:

The following organisations resigned since the last Council meeting.

National Members
       Cyprus Ports Authority; *Cyprus*

The Council noted the recent actions by the Secretary-General, and deferred consideration, and authorised the Secretary-General to continue discussions with Cyprus.

Industrial Members
       Pelangi International Ltd; *UK*
       Shanghai Navigation Aids Factory; *People's Republic of China*
       Mediterráneo Servicios Marinos; *Spain.*

The resignation of Pelangi was noted.

The second two of the industrial members resigning still owe annual fees to IALA. It was reiterated that unpaid contributions remain due and, should these members wish to re-join IALA in the future, they may be requested to settle their debts.

15.2.1 The Council directed the Secretariat to pursue payment before accepting these two resignations.

15.3   Documents submitted for discussion

Paper C56-15.3.1 refers, Change of Membership Category.

15.3.1   Requests for change of membership status.

The request from the Swedish Transport Agency, Sweden, to change its membership status from National to Associate member was approved.

The request from the Department of Marine and Ports Services, Bermuda, to change its membership status from National to Associate member was not approved.

The Secretary-General will investigate ways of resolving this matter, but if nothing can be agreed with Bermuda then the Department of Marine and Ports Services, Bermuda, will need to be removed from membership

15.3.2   Honorary membership

A proposal was received from the Ministry of Infrastructure and Environment, Netherlands, to award Honorary Membership status to Mr Kees Polderman.

The IALA Council recognised the significant contribution made by Mr Kees Polderman and by unanimous vote the Council agreed that he should be awarded IALA Honorary Membership.

15.3.3   Members to be taken out of membership

For the case of the Taiwan Ocean University, the Council decided to terminate membership, as noted in 7.7 above.

16   IALA COMMUNICATION MEANS

16.1   IALA Website

The Secretary General provided a verbal update on experience with the new IALA website and indicated that very positive feedback had been received. This will now continue to be the primary means of communicating with members.

He explained that further development of the website is now in hand, including a section for documentation related to the IALA domain within the IHO S-100 registry.

Tracking of downloading of documents, as discussed at Council meeting 54, is implemented in the web, and the Secretariat will report on this at future meetings.

16.1 The Council asked that its unanimous vote of thanks for her superb voluntary management of the web-site creation and implementation be conveyed to Mrs Suzanne Prosser.

16.2   The IALA Bulletin

The Secretary General advised that the present editor, Mr Paul Ridgway, completed his work for IALA at the end of October 2013 after a long and dedicated period of service to IALA.

Marie-Helene Grillet is the new Editor of the Bulletin, and the Secretary General expressed his confidence that future Bulletins would be of a very high standard.

Netherlands spoke in favour of moving to a digital format, seeking advice from IHO which has already made this change.

16.2 Council instructed the Secretariat to consider moving the Bulletin to a digital format.

16.3   IALA Annual report

The Annual Report was delivered to the membership during June 2013 and the Secretary-General expressed his thanks to AMSA for its part in the report's production and publishing.

The target is to have the 2013 Annual Report available at the 2014 Conference in Spain.

17   INTERNATIONAL CO-OPERATION

17.1   World VTS Guide

The Secretary-General reported that the new arrangements for the World VTS Guide are working well, and new ports and VTS authorities are continuing to join. The new on-line format is a great step forward; IALA now has ownership of the Guide; and the advisory Board remains as before.

18   ANY OTHER BUSINESS

18.1   IALA Change of Status

This was considered under item 11 above.

18.2   12ᵗʰ IALA General Assembly

18.2.1.1   Council election procedure

The Secretary General introduced paper C56-18.2.1.1 describing the process for IALA General Assemblies and the election of the IALA Council. He proposed an amendment to the Council election procedure to enable an early means of members to express an interest in service on Council.

The Councillor from Spain had provided comment by email on C56-18.2.1.1, suggesting that "At the end of the last paragraph on page 1, replace "normally the IALA Vice President and one Councillor." with "normally two Councillors." "

Other Councillors asked for the May 2014 nomination cut-off date to be deleted

The following process was agreed for the 2014 process.

- *January 2014:   the Secretariat would issue an invitation to all National Members;*

- *March – May 2014:   the Secretariat would prepare a list of candidates;*

- *May 2014   the first session of the 12th General Assembly would be the last chance for National Members to express their interest for the position of IALA Councillor;*

- *May 2014:   election of new Councillors – among those present – at the second session of the 12th General Assembly.*

  - *Before the election is conducted, a brief presentation would be made to the Council.*

  - *The counting of votes would be undertaken by the IALA Secretariat staff – 3 staff members – with two scrutineers, normally two Councillors.*

18.2.1.1 The Council instructed the Secretariat to organise the 2014 election using the process as agreed.

For the 2018 process the Council decided that the following procedure would be used.

- *January 2018:   the Secretariat would issue an invitation to all National Members;*

- *March 2018:   deadline for receiving expressions of interest by correspondence;*

- *March – May 2018:   the Secretariat would prepare a list of candidates;*

- *May 2018:   election of new Councillors – among those present – at the second session of the 13th General Assembly.*

  - *Before the election is conducted, a brief presentation would be made to the Council.*

- *The counting of votes would be undertaken by the IALA Secretariat staff – 3 staff members – with two scrutineers, , normally two Councillors.*

18.2.1.1 The Council instructed the Secretariat to organise the 2018 election using the process as agreed.

19   DATES & VENUES OF NEXT COUNCIL MEETING

19.1   Session 57: 25 May 2014, A Coruña, Spain

The 57th Session of the Council will take an abbreviated form, when it is held at the beginning of the 2014 IALA Conference.

The Netherlands invited the Council to meet in The Netherlands in the second half of 2015. This is to be confirmed by the new Council during or after May 2014.

20   CLOSING

The President thanked India for the choice of such an excellent venue and for the hard work and extensive planning that had gone into making the meeting so successful. He expressed his thanks to Council members and their supporting experts for their work during the week.

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

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

21   LIST OF ANNEXES

1   Participants

   A list of participants is at ANNEX A.

2   Agenda

   A copy of the agenda is at ANNEX B.

3   Input Papers

   A list of input papers is at ANNEX C.

4   Financial documents

   The financial documents are at ANNEX D.

5   Strategy report

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

6   Action Items

   A list of action items is at ANNEX F

Approved by:

David Gordon   Ian McNaught

President, IALA   Council member for England

13 December 2013   13 December 2013

Vice-Admiral Kenji Nagamatsu

Council member for Japan

13 December 2013

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ANNEX B   AGENDA

IALA COUNCIL   **December 9-13, 2013**
56th session   **Goa, India**
DRAFT AGENDA

(2013-12-02)

1.   PRESIDENT'S OPENING REMARKS **
2.   APOLOGIES FOR ABSENCE **

3.   APPROVAL OF THE AGENDA
     3.1   Draft Agenda (to approve)
     3.2   Input papers list (to note)

4.   REPORT OF THE 55th SESSION   **4.1   Review of action items from the 55th Session (to note)**
5.   REPORT BY THE SECRETARY GENERAL   **5.1   Report by the Secretary General**
5.   NATIONAL MATTERS **

6.   FINANCIAL MATTERS
     7.1   Audit report 2011-2012 *
     7.2   IMC bank account *
     7.3   Debt recovery procedure *
     7.4   Out of session approval of 2013 accounts for Annual Report *
     7.5   Draft financial regulations
     7.6   Cash flow situation as at 31st October 2013 *
     7.7   Overdue contributions *
     7.8   Revised budget for 2014 *

8.   IALA STRATEGY
     8.1   Development of an IALA Strategy
          8.1.1   Development of an IALA Strategy, Status Report
          8.1.2   Strategy Road Map
          8.1.3   Second Strategy Meeting
     8.2   Draft IALA Strategic Vision
          8.2.1   IALA Draft Strategic Vision 2014-2026, Introduction
          8.2.2   IALA Draft Strategic Vision 2014-2026 (SV3)
          8.2.3   Draft IALA Committee Structure 2014-2018 (CS3)
     8.3   Committee Work Plan 2014-2018
          8.3.1   Draft IALA Committee Work Plan 2014-2018, Introduction
          8.3.2   Draft IALA Committee Work Plan 2014-2018

9.   IALA TECHNICAL ACTIVITIES
9.1   Report on technical activities

9.2	**IALA meetings held ****	

9.3 **Policy Advisory Panel – Report of PAP26**
9.3.1 Documents to note
9.3.1.1 Report of PAP26

9.4 **e-NAV**
9.4.1 Documents submitted for approval
9.4.1.1 Draft IALA Guideline on Shore-side portrayal ensuring harmonisation with e-Navigation related information
9.4.1.2 Draft IALA Guideline on producing an IALA S100 Product Specification
9.4.1.3 Draft revised Guideline 1087 (Ed2) Procedures Management IALA Domains IHO GI Registry
9.4.1.4 Draft Guideline on the reporting of results of e-Navigation testbeds
9.4.1.5 Draft Information Paper on the VHF Data Exchange System – VDES
9.4.1.6 Demonstration objectives in support of the development of VDES
9.4.2 Documents to note
9.4.2.1 Summary report of e-NAV14
9.4.2.2 Review of progress with deliverables
9.4.2.3 Liaison Note to IMO e-Navigation Correspondence Group re Strategic Implementation Plan (SIP)
9.4.2.4 Liaison note to IMO Correspondence Group on e-navigation roadmap & key dates
9.4.2.5 Liaison note to ITU-R WP5B
9.4.2.6 Liaison note to ITU-R WP5B, Annex 1. Working Document toward a Preliminary Draft New Report 'Maritime Radiocommunication Systems and Requirements'
9.4.2.7 Liaison note to ITU-R WP5B, Annex 2. Working Document Toward Preliminary Draft New Recommendation ITU-R M.[VDES], Technical characteristics for a VHF Data Exchange System (VDES) in the VHF maritime mobile band

9.5 **VTS**
9.5.1 Documents submitted for approval
9.5.1.1 Draft IALA Guideline on Auditing and assessing VTS
9.5.1.2 Draft IALA Guideline on VTS interaction with allied and other services
9.5.1.3 Draft IALA Recommendation V-120 on VTS in Inland waters
9.5.1.4 Draft IALA Guideline Train the Trainer
9.5.1.5 Amendment to Recommendation V-103
9.5.2 Documents to note
9.5.2.1 Summary report of VTS 37
9.5.2.2 Report of the IALA Workshop on the Portrayal of Data and Information at a VTS
9.5.2.3 Report of the IALA Seminar on Simulation in VTS Training
9.5.2.4 Timetable for revision of V-128

9.6   ANM

9.6.1   Documents submitted for approval

9.6.1.1 IALA Questionnaire

9.6.1.2 Draft IALA Guideline on the application of Maritime Surface Picture for analysis in Risk Assessment and provision of AtoN

9.6.1.3 Draft revised IALA Recommendation O-139 on the Marking of man-made offshore structures

9.6.1.4 Draft revised IALA Guideline 1052 Quality Management for AtoN delivery

9.6.1.5 Draft revised IALA Navguide

9.6.2   Documents to note

9.6.2.1 Summary report of ANM21

9.6.2.2 Report of Workshop on AtoN within marine spatial planning

9.6.3   Documents submitted for discussion

9.6.3.1 NAVGUIDE – Liaison note from the ANM Committee

9.7   EEP

9.7.1   Documents submitted for approval

9.7.1.1 Draft IALA Guideline on AtoN services in polar regions

9.7.1.2 Draft revised IALA Guideline 1006 on Plastic buoys

9.7.1.3 Draft revised IALA Guideline 1015 on Painting Aids to Navigation buoys

9.7.1.4 Draft IALA Guideline on Theft and vandalism deterrents

9.7.1.5 Draft revised IALA Guideline 1036 on Environmental management

9.7.1.6 Draft revised IALA Guideline 1065 on Vertical divergence

9.7.2   Documents to note

9.7.2.1 Summary report of EEP21

9.7.2.2 EEP current work programme

9.7.2.3 Seminar on the preservation of lighthouse heritage

9.8   Technical Committee arrangements for 2014-2018

9.8.1   Documents submitted for approval

9.8.1.1 Technical structure for IALA 2014-2018

9.8.1.2 Committee structure 2014-2018

9.8.1.3 Nomination of Committee Chairs and Vice Chairs

9.8.1.4 Rules of procedures for IALA Committees

9.8.2   Documents to note

9.8.2.1 Committee meeting dates for 2014

10.   IALA WORLD WIDE ACADEMY (WWA)

10.1 Documents submitted for approval **

10.2 Documents submitted for endorsement

10.2.0 Presentation of Model Courses

10.2.1 L2 Overview IALA WWA.L2.0 Ed 2 Dec 13

10.2.2 L1 introduction to e-Navigation 2013 Dec 2013

10.2.3 L2.1.5 buoy handling Ed 1 Dec 2013

*   Documents will be tabled at the meeting
**   No input papers

ANNEX C   INPUT PAPERS

Documents for approval

Agenda item	Document reference No.	Document Title	Date of posting
3 Agenda	3.1	1st Final draft Agenda for the 56th session of the IALA Council	2013-11-26
7 Finance	7.7	Revised budget for 2014	No posting
8 IALA Strategy			
8.2 Draft IALA Strategic vision	8.2-1	IALA Draft IALA Strategic Vision 2014-2026, Introduction	2013-11-14
	8.2-2	IALA Draft IALA Strategic Vision 2012-2026	2013-11-14
	8.2-3	Draft IALA Committee Structure 2014-2018	2013-11-14
	8.3-1	Draft IALA Committee Work Plan 2014-2026, Introduction	2013-11-14
	8.3-2	Draft IALA Technical Committee Work Plan 2014-2018	2013-11-14
9 Technical activities			
9.4 e-NAV	9.4.1-1	Draft IALA Guideline on Shore-side portrayal ensuring harmonisation with e-Navigation related information	2013-11-13
	9.4.1-2	Draft IALA Guideline on producing an IALA S100 Product Specification	2013-11-13
	9.4.1-3	Draft revised Guideline 1087 (Ed2) Procedures Management IALA Domains IHO GI Registry	2013-11-13
	9.4.1-4	Draft Guideline on the reporting of results of e-Navigation testbeds	2013-11-13
	9.4.1-5	Draft Information Paper on the VHF Data Exchange System - VDES	2013-11-13
	9.4.1-6	Demonstration objectives in support of the development of VDES	2013-11-13
9.5 VTS	9.5.1-1	Draft IALA Guideline on Auditing and assessing VTS	2013-11-15
	9.5.1-2	Draft IALA Guideline on VTS interaction with allied and other services	2013-11-15
	9.5.1-3	Draft IALA Recommendation V-120 on VTS in Inland waters	2013-11-15
	9.5.1-4	Draft IALA Guideline Train the Trainer	2013-11-15
	9.5.1-5	Amendment to Recommendation V-103	2013-11-15
9.6 ANM	9.6.1-1	IALA Questionnaire	2013-11-15
	9.6.1.-2	Draft IALA Guideline on the application of Maritime Surface Picture for analysis in Risk Assessment and provision of AtoN	2013-11-15
	9.6.1-3	Draft revised IALA Recommendation O-139 on the Marking of man-made offshore structures	2013-11-15
	9.6.1-4	Draft revised IALA Guideline 1052 Quality Management for AtoN delivery	2013-11-15
	9.6.1-5	Draft revised IALA Navguide	2013-11-25
9.7 EEP		s	
	9.7.1-1	Draft IALA Guideline on AtoN services in polar regions	2013-11-15
	9.7.1-2	Draft revised IALA Guideline 1006 on Plastic buoys	2013-11-15
	9.7.1-3	Draft revised IALA Guideline 1015 on Painting Aids to Navigation buoys	2013-11-15
	9.7.1-4	Draft IALA Guideline on Theft and vandalism deterrents	2013-11-15
	9.7.1-5	Draft revised IALA Guideline 1036 on Environmental management	2013-11-15

	9.7.1-6	Draft revised IALA Guideline 1065 on Vertical divergence	2013-11-15
9.8 Technical Committee arrangements 2014-2018	9.8.1-1	Technical structure for IALA 2014-2018	2013-11-22
	9.8.1-2	Committee structure 2014-2018	2013-11-22
	9.8.1-3	Nomination of Committee Chairs and Vice Chairs	2013-11-22
	9.8.1-3	Rules of procedures for IALA Committees	2013-11-25
11 Other IALA groups			
11.1 Legal Advisory Panel	11.1.-1	Changes to the IALA Constitution	2013-11-22
15 Membership	15.1-1	Applications for Membership	2013-11-25
18 Any Other Business			
18.1 IALA change of status	18.1.1-1	Draft International Agreement and road map	2013-11-22

Documents for endorsement

Agenda item	Document reference No.	Document Title	Date of posting
10 World Wide Academy (WWA)			
	10.2-0	Presentation of model courses	2013-11-15
	10.2-1	L2 Overview IALA WWA.L2.0 Ed 2 Dec 13	2013-11-15
	10.2-2	L1 introduction to e-Navigation 2013 Dec 2013	2013-11-15
	10.2-3	L2.1.5 buoy handling Ed 1 Dec 2013	2013-11-15
	10.2-4	L2.2.4 Wind generators Ed 1 Dec 2013	2013-11-15
	10.2-5	L2.2.5-6 Mains AC power systems petrol and diesel generators Ed 1 Dec 2013	2013-11-15
	10.2-6	L2.2.7 Lightning Protection Ed 1 Dec 2013	2013-11-15
	10.2-7	L2.10.1-2 Remote monitoring of AtoN Ed 1 Dec 2013	2013-11-15
	10.2-8	L2.11.1-5 AtoN structures, materials, corrosion and protection Ed 1 Dec 2013	2013-11-15
	10.2-9	L2.11.6 Preservation of structures Ed 1 Dec 2013	2013-11-15
	10.2-10	L2.11.7 Maintenance Planning and Records Ed 1 Dec 2013	2013-11-15
	10.2-11	Action plan for 2014	2013-11-22

Documents to note

Agenda item	Document reference No.	Document Title	Date of posting
3 Agenda	3.2	Input papers list 2013-11-26	2013-11-26
4 Council	4-1	Review of action items from the 55th IALA Council	2013-11-22

report			
5 **SG report**	5-1	Secretary General's Report to Council	2013-11-15
8 **IALA Strategy**			
8.1 **Development of an IALA Strategy**	8.1-1	Development of an IALA Strategy – Status report	2013-11-14
	8.1-2	Strategy road map	2013-11-14
	8.1-3	Report of 2nd Strategy meeting	2013-11-14
	8.1-4	Building your company vision	2013-11-14
9 **Technical activities**			
9.1 **Report**	9.1-1	Report on IALA technical activities	2013-11-14
9.3 **PAP**	9.3.1-1	Report of PAP 26	2013-11-14
9.4 **e-NAV**	9.4.2-1	Summary report of e-NAV14	2013-11-14
	9.4.2-2	Review of progress with deliverables	2013-11-14
	9.4.2-3	Liaison Note to IMO e-Navigation Correspondence Group re Strategic Implementation Plan (SIP)	2013-11-14
	9.4.2-4	Liaison note to IMO Correspondence Group on e-navigation roadmap & key dates	2013-11-15
	9.4.2-5	Liaison note to ITU-R WP5B	2013-11-14
	9.4.2-6	Liaison note to ITU-R WP5B, Annex 1. Working Document toward a Preliminary Draft New Report 'Maritime Radiocommunication Systems and Requirements'	2013-11-14
	9.4.2-7	Liaison note to ITU-R WP5B, Annex 2. Working Document Toward Preliminary Draft New Recommendation ITU-R M.[VDES], Technical characteristics for a VHF Data Exchange System (VDES) in the VHF maritime mobile band	2013-11-14
9.5 **VTS**	9.5.2-1	Summary report of VTS 37	2013-11-15
	9.5.2-2	Report of the IALA Workshop on the Portrayal of Data and Information at a VTS	2013-11-15
	9.5.2-3	Report of the IALA Seminar on Simulation in VTS Training	2013-11-15
	9.5.2-4	Timetable for revision of V-128	2013-11-15
9.6 **ANM**	9.6.2-1	Summary report of ANM 21	2013-11-15
	9.6.2-2	Report of Workshop on AtoN within marine spatial planning	2013-11-15
9.7 **EEP**	9.7.2-1	Summary report of EEP 21	2013-11-22
	9.7.2-2	EEP current work programme	2013-11-22
	9.7.2-3	Seminar on the preservation of lighthouse heritage	2013-11-22
9.8 **Technical Committee arrangements 2014-2018**	9.8.2-1	Committee meetings dates for 2014	2013-11-22
10 **World Wide Academy (WWA)**			
	10.3-1	Report of the IALA WWA	2013-11-22
	10.3-2	Report of WWA Board meeting	2013-11-22

	10.3-3	Action plan 2013	2013-11-22
	10.3-4	Forum on VTS in Singapore	2013-11-22
	10.3-5	Regional Awareness Seminar on Safety of Navigation – Nouakchott	2013-11-22
11 **Other IALA groups**			
11.2 **Maritime Co-operation Steering Group**	12.2-1	Steering Group report	
11.3 **Risk Management**	11.3.1-1	Report of 34th meeting of the Steering Committee	2013-11-22
	11.3.1-2	Report of 35th meeting of the Steering Committee	2013-11-26
	11.3.1-3	Report of 32nd meeting of the Steering Committee	2013-11-22
	11.3.1-4	Report of 33rd meeting of the Steering Committee	2013-11-22
12 **IALA Conferences and Symposia**			
12.1 **IALA Conference 2014**	12.1-1	Report on Conference Steering Committee October 2013	2013-11-25
12.2 **IALA VTS Symposium 2016**	12.2-1	Structure of the IALA VTS Symposium 2016	2013-11-22
13 **International**			
13.1 **IMO**	13.1-1	Report on IMO TCC63	2013-11-22
13.3 **FERNS**	13.3.1	Report of the 22nd session of the FERNS Council	2013-11-22
14 **IIMC**			
	14.1	IMC meeting report October 2013	2013-11-22
15 **Membership**	15.2-1 to -3	Changes in Membership categories, Honorary Membership and Members to be taken out the List of IALA Members	2013-11-25
18 Any Other Business			
18.1 **IALA change of status**	18.2.1-1	Report of the Extraordinary LAP meeting on the change of the IALA status	2013-11-26

Documents for discussion

Agenda item	Document reference No.	Document Title	Date of posting
9 **Technical activities**			
9.6 **ANM**	9.6.3-1	NAVGUIDE – Liaison note from the ANM Committee	2013-11-15
11			

Other IALA groups			
11.2 Maritime Co-operation Forum	11.2.1	Status report – November 2013	2013-11-22
15 Membership			
18 Any Other Business			
18.2 12th IALA General Assembly	18.2-1	Election procedure	2013-11-22

ANNEX D   FINANCIAL DOCUMENTS

Annex D   7.1 Audit Report 2011

GVA

International Association of Marine Aids to
Navigation and Lighthouse Authorities (IALA)

10, rue des Gaudines
78100 SAINT GERMAIN EN LAYE

STATUTORY AUDITOR'S REPORT ON
THE FINANCIAL STATEMENTS

For the year ended December 31, 2011

Dear Members,

In compliance with the assignment entrusted to us by your Council dated May 27th to May 31st 2013 and in accordance with the article L.820-3-1 of the French Commercial Code (code de commerce), we hereby report to you, for the year ended 31 December 2011, on:

- the audit of the accompanying financial statements of International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)

- the justification of our assessments

- the specific verification and information required by law.

These financial statements have been approved by your Secretary General.

Our role is to express an opinion on these financial statements based on our audit.

We remind you that, as your Organization was not under obligation to appoint a statutory auditor for the year ending 31 December 2010, the financial statements for the year ending 31 December 2010, duly approved by the Council, were not audited.

GVA

I. OPINION ON THE FINANCIAL STATEMENTS

We conducted our audit in accordance with professional standards applicable in France; those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures, using sampling techniques or other methods of selection, to obtain audit evidence about the amounts and disclosures in the financial statements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made, as well as the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

We remind you that the 2010 accounts were not audited; in this context, we are not able to give an opinion on the opening equity at 1 January 2011.

In our opinion, subject to this qualification, the financial statements give a true and fair view of the assets and liabilities and of the financial position of the Company as at 31st December 2011 and of the results of its operations for the year then ended in accordance with French accounting principles.

II. JUSTIFICATION OF OUR ASSESSMENTS

In accordance with the requirements of article L. 823-9 of the French Commercial Code (*code de commerce*) relating to the justification of our assessments, besides the ones that bring us to the qualification mentioned above, we bring to your attention that we were focused on the compliance of the accounting principles applied in your organization.

These assessments were made as part of our audit of the financial statements taken as a whole, and therefore contributed to the opinion we formed which is expressed in the first part of this report.

GVA

III . SPECIFIC VERIFICATIONS AND INFORMATION

We have also performed, in accordance with professional standards applicable in France, the specific verifications required by French law.

Except the potential effect mentioned in the first part of this report, we have no more matters to report as to the fair presentation and the consistency with the financial statements of the information given in the management report of the Secretary General and in the documents addressed to members with respect to the financial position and the financial statements.

Paris, 30th October 2013

The Statutory Auditor

SCP GVA

Muriel NOUCHY

Annex D   7.1 Audit Report 2012

GVA

**International Association of Marine Aids
to Navigation and Lighthouse Authorities (IALA)**

**10, rue des Gaudines
78100 SAINT GERMAIN EN LAYE**

**STATUTORY AUDITOR'S REPORT ON
THE FINANCIAL STATEMENTS**

For the year ended December 31, 2012

To the Members,

In compliance with the assignment entrusted to us by your Council, we hereby report to you, for the year ended 31 December 2012, on:

- the audit of the accompanying financial statements of International Association of Marine Aids to Navigation and Lighthouse Authorities (IALA)

- the justification of our assessments

- the specific verification and information required by law.

These financial statements have been approved by your Secretary General.
Our role is to express an opinion on these financial statements based on our audit.

GVA

I. OPINION ON THE FINANCIAL STATEMENTS

We conducted our audit in accordance with professional standards applicable in France; those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit involves performing procedures, using sampling techniques or other methods of selection, to obtain audit evidence about the amounts and disclosures in the financial statements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made, as well as the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

In our opinion, the financial statements give a true and fair view of the assets and liabilities and of the financial position of the organization as at 31st December 2012 and of the results of its operations for the year then ended in accordance with French accounting principles.

II. JUSTIFICATION OF OUR ASSESSMENTS

In accordance with the requirements of article L. 823-9 of the French Commercial Code (code de commerce) relating to the justification of our assessments, we bring to your attention that we were focused on the compliance of the accounting principles applied in your organization.

These assessments were made as part of our audit of the financial statements taken as a whole, and therefore contributed to the opinion we formed which is expressed in the first part of this report.

GVA

III. SPECIFIC VERIFICATIONS AND INFORMATION

We have also performed, in accordance with professional standards applicable in France, the specific verifications required by French law.

We have no matters to report as to the fair presentation and the consistency with the financial statements of the information given in the management report of the Secretary General and in the documents addressed to members with respect to the financial position and the financial statements.

Paris, October 30th 2013

The Statutory Auditor

SCP GVA

Muriel NOUCHY

Annex D   7.5 Draft Financial Regulations

FINANCIAL REGULATIONS OF THE INTERNATIONAL ASSOCIATION of MARINE AIDS to NAVIGATION and LIGHTHOUSE AUTHORITIES (IALA)

FINANCIAL REGULATIONS OF THE INTERNATIONAL ASSOCIATION of MARINE AIDS to NAVIGATION and LIGHTHOUSE AUTHORITIES

FINANCIAL REGULATIONS OF THE INTERNATIONAL ASSOCIATION of MARINE AIDS to NAVIGATION and LIGHTHOUSE AUTHORITIES

ARTICLE 1

Applicability

1.1 These regulations shall govern the financial administration of the International Association of Marine Aids to Navigation and Lighthouse Authorities, hereinafter called the Organization.

1.2 IALA is a not for profit Organization. The financial administration of the Organization shall be effected in accordance with the Constitution.

1.3 The present Financial Regulations shall enter into force when promulgated by the Council (indicate the date of promulgation). The Council shall be informed by the Secretary General on any amendments to the financial Rules.

ARTICLE 2

Financial Governance

2.1 The Council meets twice a year and remains the sole body responsible for:
- approving the budget for the current year and examine the forecast for the next 4 years
- approving the Balance Sheet
- closing the annual accounts
- deciding on increases in subscriptions
- deciding on suspension of members.

2.2 The Finance Advisory Committee renamed in 2012 the Finance Audit Committee (FAC) shall consist of five members elected from the IALA Council for a renewable four year period. A Treasurer is elected from among these five members. This election takes place during the 1st session of the IALA Council following the Conference.

Then, the Finance & Audit Committee meets twice a year in connection with the Council meetings and advises the Council on financial matters.

2.3 The Treasurer:
- maintains close relationship with the IALA Secretariat
- examines the accounts and submits them at the FAC meeting
- may authorize expenses not provided for in the budget, within certain limits.

ARTICLE 3

The Financial period

3.1 IALA's financial year runs from 1 January to 31 December.

3.2 The budget shall be drawn up on a four-year basis, according to the frequency of the General Assembly. Estimates for each year must be shown separately.

ARTICLE 4

Budget

4.1 The budget is presented in Euros.

4.2 Adjustments to the annual budget may be admitted if considered as necessary by the Secretary-General, upon recommendation of the Treasurer, especially in the case of additional appropriations needed or modification in the number of members.

4.3 Allocations may be transferred between different categories of expenditure specified in the budget.

4.4 Any transfers of allocations must not exceed thirty per cent (?) of the total of any one of the Chapters concerned. Such transfers shall be reported, with the necessary justification to the FAC.

4.5 Prior authorization by the FAC is required for any transfers for more than thirty per cent.

4.6 No further commitment to expenditure may be incurred after the close of the financial period. Outstanding obligations must be met within three months of the close of the financial year.

ARTICLE 5

Income & Expenditure

5.1 Details of income and expenditure shall be shown separately.

5.2 The income of the Organization shall comprise:
   a) the annual contributions from Members
   b) any donations or subventions received
   c) the sales of IALA's publications
   d) the interests from bank accounts
   e) Any miscellaneous and unforeseen income, explained in detail in the final IALA financial Statements.

5.3 The expenses of the Organization shall comprise appropriations by chapters, as follows:
   – Personnel costs
   – Operating costs
   – Investment costs
Each chapter may be further subdivided, as necessary.

5.4 The expenditure for, and the income to be derived from :
   a) the organisation of Workshops and Seminars
   b) the production and sale of IALA Bulletin
   c) the royalties and advertisements placed in the IALA Bulletin
   shall be included in the budget of the Organization.

ARTICLE 6

Treasury

6.1 All funds of the Organization shall be under the control of the Secretary-General.

6.2 Payment of expenditure up to 2,000 Euros requires the approval of a line manager. The line manager is responsible for approving payment once he has ensured that the necessary services, supplies or equipment have been received in accordance with the contract, agreement, purchase order or other form of commitment. The line manager must be prepared to submit any supporting documents, explanations and justifications requested by the Secretary-General or by the Auditor.

6.3 Payments exceeding 2,000 Euros require prior approval of the Secretary-General, by any appropriate means.

ARTICLE 7

Financial statements

7.1 At the occasion of the General Assembly during the Conference every four years:
   a) All financial statements (Budget, Cash Flow and Balance Sheet) should be examined by the Treasurer and forwarded to the FAC members not later than one week before the FAC meets.
   b) The FAC shall examine the accounts and submit them to the Council in place, for approval.
   c) After election of the new Council members, the new four-year budget for the following financial period is submitted to the new Councillors.

7.2 Between ordinary sessions of the Conference, the IALA Treasurer shall submit the financial statements to the regular FAC meeting, not later than one week prior to the meeting:

   a) At the first session of the Council for the fiscal year, the FAC shall examine:
   -   The Balance Sheet of the previous year
   -   The budget of the current year
   -   The Cash flow statement
   -   The revised 4 years' budget
   -   The new membership fees for the following year

   b) At the second session of the Council for the fiscal year, the FAC shall examine:
   -   Any amendments to the budget presented and justified by the Treasurer
   -   Income and Expenditure for the period
   -   A Cash Flow chart
   -   The list of annual contributions in arrears (i.e. amounts owing for more than one year)
   -   The report of the Auditor

ARTICLE 8

Cash Reserve

To ensure the financial stability of the Organization and to avoid any treasury difficulties, the Organization shall have at its disposal a Cash Reserve, which shall correspond to twelve months of the total annual operating budget of the Organization. This reserve shall be considered as a target and may vary according to IALA's financial requirements.

ARTICLE 9

Members' annual contributions

9.1 Members' annual contributions represent the main source of income required for the functioning of the Organization.

9.2 The IALA Council decides on Membership fees at its first session each year, upon recommendation of the FAC, for the 3 categories of members :
   a) National
   b) Associate
   c) Industrial members. An additional levy will be applied to Industrial members and will be accounted for as income for the Industrial Members Committee fund.

9.3 Invoices for members' annual contributions are sent by the Secretariat in July and the deadline for payment is 31 January of the next year.

9.4 Only the Council can authorise a new National member to become a member of the Organization.

9.5 The conditions of adhesion for Industrial and Associate members are as follows:
   - Any application for membership may require the reception of a letter of support from a National Authority, in accordance with Article 5.2 of the Constitution.
   - Any request of adhesion can be accorded in principle but will be subject to the final acceptance by the Council on its next session.
   - Half membership fee is due for any application received after the 2nd session of the Council.

ARTICLE 10

Suspension of rights and benefits

10.1 For Industrial and Associate members, in case of overdue contributions, IALA shall:
   a) Charge interests at the rate of 3% on contributions remained unpaid on 1st May of the financial year
   b) Suspend some membership rights and charge an additional 10% on contributions remained unpaid on 1st July of the financial year and.
   c) Advise the Council at its second session each year.

10.2 For National members, the Council shall be advised if contributions are in arrears for at least one year and a half.
   National members can be suspended by the Council when contributions are in arrears by at least two years and a half and when negotiations could not result in a schedule of payment or in any financial arrangements. The suspension shall take effect from the next 1st of January.

10.3 Terms and conditions of termination of membership are detailed in article 5.3 of the Constitution.

10.4 Any Member thus deprived of its rights and benefits shall remain obligated to the Organization for the entire amount in arrears plus penalty fees outstanding at the time of suspension.

10.5 The Secretary-General shall make any necessary arrangements with the Member concerned for the recovery of arrears.

10.6 Outstanding contributions and penalty fees shall be shown in tables annexed to the financial statements.

ARTICLE 11

Dedicated funds

11.1 Dedicated funds may be established by the Secretary-General, for the execution of specific programmes or projects, provided that the purposes are consistent with the aim and activity of the Organization. The purpose and limits of each dedicated fund shall be clearly reported to the Council.

11.2 The aim of the dedicated fund may concern the funding of participation in IALA meetings for developed countries, funding of expert services, training services, equipment or any other related services or requirements.

11.3 The financial resources needed to establish a dedicated fund may come from subventions, donations or voluntary cash contributions received from a third party. The precise terms and conditions governing voluntary contributions may take the form of a formal agreement, contract or an exchange of letters, and shall be signed by the parties concerned.

11.4 Any fund remaining unused when a programme or project is terminated may be used as stipulated in the respective agreement.

11.5 A specific budget shall be prepared for each fund and the final result of the year for each dedicated funds must be shown separately in the IALA financial statements.

11.6 Any separate accounts shall be audited in accordance with the relevant provisions in Article 14 of the Financial Regulations.

ARTICLE 12

IALA - World Wide Academy fund

12.1 The IALA World Wide Academy (WWA) is an integral, but independently funded part of the Organization. Voluntary contributions/sponsors constitute the main source of income.

12.2 A dedicated budget is prepared on a yearly basis according to the Work Program decided by the Board meeting.

12.3 The IALA World Wide Academy fund shall be administered in accordance with article 11.

ARTICLE 13

Industrial Members Committee fund

13.1 The Constitution and Byelaws of the Industrial Members Committee of IALA have been approved by the General Assembly of all Industrial Members on the 27th September 2004**.**

13.2 The funds of Industrial Members Committee remain the property of that committee but are under the control of IALA.

13.3   The Organization will act as follow:
   a) Administer IMC accounts
   b) Receive and disburse revenue as directed by the President and the Treasurer of the IMC
   c) Provide regular finance reports to the Treasurer of IMC.

13.4   The Industrial Members Committee fund shall be administered in accordance with article 11.

ARTICLE 14

External audit

14.1   An external Auditor shall be appointed by the Council.

14.2   The External Auditor may make observations with respect to the efficiency of the financial procedures, the accounting system, the internal financial controls and, in general, the administration and management of the Organization.

14.3   In addition to the statutory audit mission, the Council may request the External Auditor to perform certain specific examinations and issue separate reports on the results.

14.4   During periods between ordinary sessions of the Conference, the Council shall have the power to discharge the external auditor and appoint a replacement.

14.5   The approval process of the accounts is as follow:
   - Draft final accounts must be submitted by the Auditor to the 1st session of the Council.
   - The Council may close the accounts after examination of members' situation and after decision to authorize the writing-off arrears of contributions.
   - The Auditor may bring all corrective modifications to the accounts according to the decision taken by the Council.
   - The final Report of the Auditor is then drafted and sent to the Council for its 2nd session.
   - Communication to Members is done through the Annual Report every year under the Finance section.

ARTICLE 15

Dissolution

In the event of dissolution of the Organization, any credit balance may be divided among any charitable or technical organizations connected with marine aids to navigation, according to Article 13 of the IALA Constitution.

Annex D   7.6 Cash Flow situation as at 31 October 2013

Expected realisation of budget in
October: **83 %** (=10/12).

INCOME	Final budget for 2013	Amount received	%	Excess or Deficit
Membership fees for 2013 *	1,700,925.00	1,491,565.69	87.69%	209,359.31
Publications	69,475.00	102,947.22	148.18%	-33,472.22
Seminars & Workshops	65,900.00	103,221.00	156.63%	-37,321.00
Miscellaneous (Interest on bank accounts + sales of items)	38,500.00	29,512.47	76.66%	8,987.53
World Wide Academy	169,950.00	141,625.00	83.33%	28,325.00
Total Income	**2,044,750.00**	**1,868,871.38**	**91.40%**	**175,878.62 €**

*This figure includes the money received in 2012 for 2013 membership fees
(349 625€) + the money received for outstanding contributions.*

EXPENSES	Final budget for 2013	Expenditure achieved	%	Excess or Deficit
PERSONNEL COSTS				
Salaries (including consultants)	710,000.00	485,645.97	68.40%	224,354.03
Taxes & social security charges	358,405.00	216,466.88	60.40%	141,938.12
Staff saving scheme	22,000.00	16,244.19	73.84%	5,755.81
Other costs (training…)	18,595.00	16,188.36	87.06%	2,406.64
Total	**1,109,000.00**	**734,545.40**	**66.23%**	**374,454.60 €**
OPERATING COSTS				
Running expenses	189,566.70	162,026.46	85.47%	27,540.24
Corporate rental	73,917.72	64,416.72	87.15%	9,501.00
Car expenses	4,900.00	3,994.97	81.53%	905.03
Building costs	99,831.28	95,329.74	95.49%	4,501.54
Workshops & meetings	79,013.95	78,717.59	99.62%	296.36
Publication	83,900.00	75,672.72	90.19%	8,227.28
Travel costs - Missions	120,000.00	125,223.11	104.35%	-5,223.11
Total	**651,129.65**	**605,381.31**	**92.97%**	**45,748.34 €**
INVESTMENT COSTS	**78,000.00**	**85,045.70**	**109.03%**	**-7,045.70 €**
Total Expenses	**1,838,129.65**	**1,424,972.41 €**	**77.52%**	**413,157.24 €**

- Membership fees paid in 2012 for 2013:	**349,625.00 €**
+ Membership fees paid in advance for 2014:	**199,450.00 €**

Income against expenditure:	**293,723.97 €**

Cumulative Cash Flow Statement
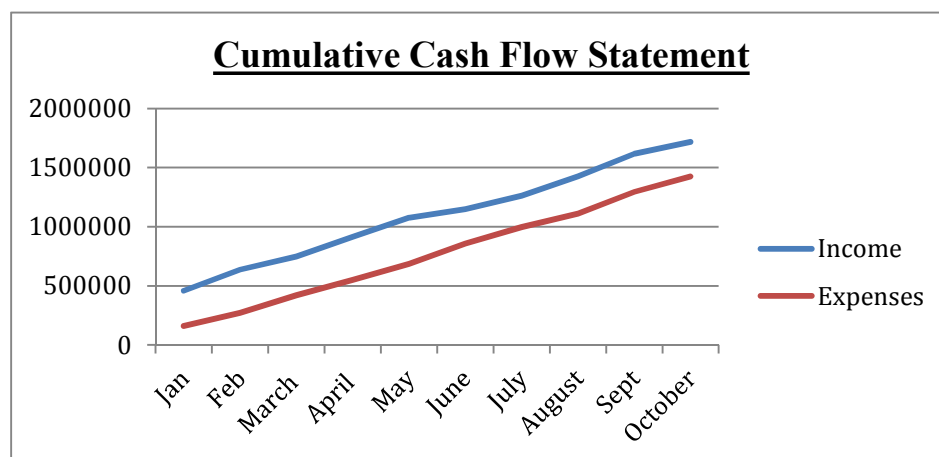
Annex D   7.7 Overdue contributions

IALA COUNCIL   OVERDUE CONTRIBUTIONS   Annex 7.7
56th Session   (as at 25th November 2013)

	2013	2012	2011	2010	2009	2008	Total overdue contributions	Total remaining due including 2013
NATIONAL								
Argentina	13,600.00						0.00	13,600.00
Benin	13,600.00	13,200.00					13,200.00	26,800.00
People's Republic of China	13,600.00						0.00	13,600.00
Indonesia	13,600.00						0.00	13,600.00
Iran	13,600.00	415.00					415.00	14,015.00
Irak	1,540.00						0.00	1,540.00
Israël	13,600.00						0.00	13,600.00
Jamaica	13,600.00	13,200.00	12,800.00				26,000.00	39,600.00
Kuwait	0.00	13,200.00					13,200.00	13,200.00
Mozambique	13,600.00	13,200.00	12,800.00	12,450.00			38,450.00	52,050.00
Nigeria	13,600.00						0.00	13,600.00
Peru	13,600.00						0.00	13,600.00
Sierra Leone	13,600.00	13,200.00	12,800.00	0.00	12,200.00		38,200.00	51,800.00
Tanzania	13,600.00						0.00	13,600.00
Venezuela	13,600.00	13,200.00	12,800.00	12,450.00	12,200.00	455.27	51,105.27	64,705.27
Vietnam	13,600.00						0.00	13,600.00
Total	191,940.00	79,615.00	51,200.00	24,900.00	24,400.00	455.27	180,570.27	372,510.27
INDUSTRIAL								
Shanghai Navigation Aids Factory Co. - **China**	5,050.00	4,900.00	4,760.00	4,640.00			14,300.00	19,350.00
Corilla Plastics - **China**	3,450.00						0.00	3,450.00
Oy Windside Production Ltd. - **Finland**	5,050.00	0.00					0.00	5,050.00
Pegase Systems - **France**	5,050.00	4,900.00					4,900.00	9,950.00
Resinex Trading - **Italy**	5,050.00	0.00	4,760.00	4,640.00			9,400.00	14,450.00
Selex ESA Finmeccanica Company - **Italy**	5,050.00						0.00	5,050.00
GEM Elettronica - **Italy**	5,050.00	0.00	0.00				0.00	5,050.00
Aster - **Italy**	5,050.00						0.00	5,050.00
Advanced Oilfield Technologies Co. - **Oman**	5,050.00						0.00	5,050.00
Mediterraneo Servicios Marinos - **Spain**	5,050.00	3,900.00					3,900.00	8,950.00
Shine Micro - **USA**	5,050.00	4,900.00	0.00	0.00			4,900.00	9,950.00
Divers Marine Contracting - **UAE**	5,050.00	4,900.00					4,900.00	9,950.00
Total	59,000.00	23,500.00	9,520.00	9,280.00	0.00	0.00	42,300.00	101,300.00

IALA COUNCIL
56th Session

OVERDUE CONTRIBUTIONS
(as at 25th November 2013)

Annex 7.7

ASSOCIATE	2013	2012	2011	2010	2009	2008	Total overdue contributions	Total remaining due including 2013
Direccion de Vias Navegables - Argentina	2 650,00						0,00	2 650,00
Transport Safety Victoria - Australia	2 650,00						0,00	2 650,00
Autorité Portuaire Nationale - Cameroon	2 650,00						0,00	2 650,00
Taiwan Ocean University - China/Taiwan	2 650,00	2 575,00	2 500,00	2 430,00			7 505,00	10 155,00
Port Autonome de Djibouti - Rep of Djibouti	2 650,00						0,00	2 650,00
Port Autonome de San Pedro - Ivory Coast	2 650,00						0,00	2 650,00
Sarawak Marine Department - Malaysia	2 650,00						0,00	2 650,00
European Space Agency - The Netherlands	2 650,00						0,00	2 650,00
Crescent River Pilots Association - USA	2 650,00						0,00	2 650,00
Maritime Institute of Technology and Graduate Studies - USA	0,00	0,00	2 500,00				2 500,00	2 500,00
Instituto Nacional de Canalizaciones - Venezuela	0,00	2 575,00					2 575,00	2 575,00
Total	23 850,00	5 150,00	5 000,00	2 430,00	0,00	0,00	12 580,00	36 430,00
Total remaining due for all categories	274 790,00	108 265,00	65 720,00	36 610,00	24 400,00	455,27	235 450,27	510 240,27

Annex D   7.8 Revised Budget for 2014

INCOME	BUDGET 2013	BUDGET 2014
Membership fees	1,691,900.00	1,757,770.00
Publications	71,900.00	72,611.00
Seminars & Workshops	72,500.00	33,000.00
Miscellaneous	38,500.00	31,545.00
World Wide Academy	169,950.00	175,050.00
Total Income:	**2,044,750.00 €**	**2,069,976.00 €**

EXPENDITURE	BUDGET 2013	BUDGET 2014
PERSONNEL COSTS		
Salaries	710,000.00	750,000.00
Taxes & social security charges	368,000.00	447,300.00
Staff saving scheme	22,000.00	22,660.00
Other costs (training…)	9,000.00	23,300.00
Total	**1,109,000.00 €**	**1,243,260.00 €**
OPERATING COSTS		
Running expenses	207,200.00	242,820.00
Corporate rental	76,000.00	70,600.00
Car expenses	4,900.00	6,311.00
Building costs	109,629.65	50,355.89
Workshops & meetings	59,000.00	48,270.00
Conference	0.00	25,000.00
Publication	74,400.00	49,700.00
Travel costs - Missions	120,000.00	130,000.00
Total	**651,129.65 €**	**623,056.89 €**
INVESTMENT COSTS		
IT equipment & software	70,000.00	70,000.00
Furniture & other equipment	8,000.00	18,000.00
Total	**78,000.00**	**88,000.00**
Total Expenses	**1,838,129.65 €**	**1,954,316.89 €**

PROVISIONS	BUDGET 2013	BUDGET 2014
Contractual termination-of-service	145,000.00	46,350.00
Paid holidays (including social charges)	30,000.00	30,900.00
Bad debts	23,000.00	23,690.00
Total Provisions	**198,000.00 €**	**100,940.00 €**

	BUDGET 2013	BUDGET 2014
Expected result of the year	**8,620.35 €**	**14,719.11 €**

ANNEX E   STRATEGY REPORT

Report of the IALA Council Strategy Group
09 December 2013

1   WELCOME AND INTRODUCTION

The IALA Council Strategy Group met during the IALA Council's 56th Session in Goa, India on 09 December 2013 from 1430 to 1700. All IALA Council members were welcome to attend. The meeting was chaired by Mr Christian Forst, Germany.

2   OPENING REMARKS

The Secretary General welcomed all participants and gave the floor to the Chairman who recalled the decision of the Council at its 54th session requesting the Secretariat to prepare the IALA goals, strategy and road maps for the years ahead for their adoption by the 56th Council meeting. An interim report was received by the Council Strategy Group and the Council at its 55th session. The remarks done were taken into account during the second Strategy Meeting which was held at IALA HQ on 21 and 22 October 2013. The participants were mostly the PAP Members with again the kind assistance of a neutral facilitator provided by Denmark. He then asked the Deputy Secretary-General to describe the work carried out on strategy to date and to introduce the draft strategy documents.

3   INPUT DOCUMENTS

The input papers to the meeting were as follows.

> Strategy Formulation
>
>> C56-8.1.1
>>
>> C56-8.1-2
>>
>> C56-8.2-1
>>
>> C56-8.2-2
>
> Committee Structure for 2014-2018
>
>> C56-8.2-3
>
> Committee Work Plan 2014-2018
>
>> C56-8.3-1
>>
>> C56-8.3-2

4   DRAFT IALA STRATEGY

The Deputy Secretary-General described the work of the Secretariat and the PAP by way of the input papers and a PowerPoint presentation as contained in document C56-8.2-1. He covered the Strategic Vision for 2014-2026, and the Priorities for 2014-2018.

Following his presentation, the participants congratulated the Secretariat for the work done and made the following observations:

- the work ahead for IALA will probably increase the workload of the Secretariat which will need to be reinforced. This should appear in the IALA strategy;

- the link with IMO should be more present and, in particular, it was proposed to add the reference to "IMO sustainability goals" in the box G1 - S3 of the IALA's Strategic Vision 2014 – 2026 table

- the word "binding" is used in a document as well as in the documents prepared by the LAP regarding the change of status of the Association. It was agreed that the wording should be modified to keep the principle that the standards from IALA are of a recommendatory nature, as are the ones from IMO and IHO;

- some drafting regarding goals could be regarded as results and not goals. Changes should be made to the grammar to ensure that each wording indicates a goal not a task.

The Chairman concluded that the IALA Strategy as proposed is accepted with the minor wording amendments proposed above.

5   COMMITTEE STRUCTURE AND WORK PLAN FOR 2014-2018

The Deputy Secretary-General presented the proposed Committee Structure for 2014-2018. The following remarks were made by the meeting:

- the task TD 4 of ARM on "International coordination and liaison" should be clearly limited to a monitoring role and should not constitute a new step between committees and the Council. The wording should be adapted;

- the Maritime Service Portfolio becomes a main task for IALA, and in particular for the ENAV Committee. It should appear in a new TD 5 of that Committee as "Maritime Service Portfolio: design, content and implementation";

- the IALA domain of the IHO S-100 register could be populated by all Committees according to their area of competence. Therefore, the task should appear for each Committee, with a special role of coordination for the ENAV Committee.

The Chairman concluded that the meeting agreed on the Committee Structure as proposed with the modifications requested above.

The Work Plan for 2014-2018 was also agreed.

During the review of the Committee structure, the participants had a discussion on the necessary coordination between the working groups within each committee and between the committees themselves. It was agreed that this question needs further review as well as the resources of the Secretariat.

6   ANY OTHER BUSINESS

There being no further business, the Chairman expressed his thanks to the Secretariat and his thanks to the Councillors for the participation and input to the meeting. He then declared the meeting closed.

ANNEX F   ACTION ITEMS

Actions for the Council

7.5 Council noted that the text is preliminary, and will be developed further. Advice on the text from Councillors will be welcomed.

8.4 The Chairman of the Strategy Group agreed to present the Strategic Vision and the Committee Structure to the General Assembly in May 2014.

11.1 The President invited Councillors to ensure that any remaining considerations that they may have are made known to the next Extraordinary LAP meeting, well in advance of the planned meeting in March 2014.

Actions for the Secretariat

7.7 The FAC had recommended not to write off any debts of members in arrears and to wait next Conference decision. The FAC also encourages the Secretariat to propose negotiations, a schedule of payments or financial arrangements for members in financial difficulties.

7.7 For the case of the Taiwan Ocean University, the Council decided to terminate membership.

7.8 The Council asked that its deep appreciation be conveyed to Mrs Prosser.

8.4 The Council noted the report of the Strategy Group meeting and approved the following documents, subject to the Secretariat making the minor changes recommended by the Strategy Group.

- *The draft IALA Strategic Vision 2014-2026 (paper C56-8.2-2)*
- *The draft IALA Committee Structure 2014-2018 (paper C56-8.2-3)*
- *The draft IALA Committee Work Plan 2014-2018 (paper C56-8.3-2)*

Revisions were made by the Secretariat to the Strategic Vision and approved by Council. The Secretariat will make the necessary changes to the Committee Structure.

8.4 In addition the Council requested the Secretary-General to report to Council, what a modern and efficient Secretariat would look like, for the present form of the Association.

Later it might be necessary for the Secretary-General to present a similar structure for a possible future IGO.

9.4.1-6 Australia noted that more promotion of the IALA VDES plan was needed, and for example an article in the Bulletin would be welcome.

9.6.3.1 The preference was for an electronic format, and the Secretary-General indicated that the Navguide would be distributed in electronic format at the IALA Conference in 2014. A paper version would be available from the Secretariat on request.

9.8.1.2 The Council instructed the Secretariat to make the necessary change in C56-9.8.1-2 and place this Revision 1 in the output documents of the meeting.

9.8.2.1 The proposal to change future Council meetings, after Conference 2014, in the months of March and September was discussed. The merits of keeping the IALA Council meetings back-to-back with the IMO Council meetings was also raised and it was decided that timings for future Council meetings will be considered further at the first Council meeting following the Assembly.

11.1 The invitation to this Extraordinary LAP meeting should be forwarded to all National Members. The outcome of this Extraordinary LAP will be circulated to Council for out-of-session approval, in order to allow sufficient time for consideration by National Members prior to General Assembly.

11.1 The Council agreed that the following text should replace clause 4 in the Road Map.

4 MAY 2014

- *General Assembly elects new Council.*

- *General Assembly will be informed of the reasons for, and process for the development of an international agreement creating the basis for international consultation*

- *General Assembly approves revised Constitution*

- *General Assembly approves further work for the proposed change of legal status of IALA*

11.1.1.1 It was agreed that Council meeting 57, to be held in A Coruna in May 2014, prior to the IALA Conference, should be allocated sufficient time to allow status change matters to be considered by Council, prior to the General Assembly.

11.5 The Council noted that a report will be presented in 2014.

15.2.1 The Council directed the Secretariat to pursue payment before accepting these two resignations.

16.1 The Council asked that its unanimous vote of thanks for her superb voluntary management of the web-site creation and implementation be conveyed to Mrs Suzanne Prosser.

16.2 Council instructed the Secretariat to consider moving the Bulletin to a digital format.

18.2.1.1 The Council instructed the Secretariat to organise the election using the process as agreed.

Actions for the WWA

Nil

Actions for the Committees and others

9.8.1.2 The Council further noted that the CPAF may develop its Terms of Reference without reference to the IALA Council.