

IALA COUNCIL
60th Session

May 26-29, 2015
Kuala Lumpur
Malaysia

Agenda item 17 – DATES AND VENUES FOR NEXT METINGS

17.1 Council meeting schedules for 2016-2018

17.1.1 Proposal for Council meeting fixed dates for the period

Note by the Secretariat

1 SUMMARY

This paper contains a proposal for setting up dates and venues for the IALA Council until the end of the current IALA work period. It also presents a revised Committee meeting schedule.

2 BACKGROUND

2.1 Meeting dates

Up to December 2013 Council met generally in weeks 27 and 49 of each year; i.e. the first week of June and of December.

An attempt was made at Council session 58 to review the meeting sequence for both Council and Committees. It was agreed that Council meetings should generally be just ahead of the twice-yearly series of technical Committee meetings, i.e. in March and September, to allow maximum time between technical meetings and Council meetings. This was agreed as desirable to allow sufficient time for Councillors and their advisors to consider Council meeting input documents.

A 59th Council session late in the year 2014 was agreed and for 2015 the following Council session dates as shown below were still to be agreed.

<i>Meeting</i>	<i>Dates</i>	<i>Location</i>
<i>Council 60</i>	<i>2015-03-09 to 13</i>	<i>To be agreed</i>
<i>Council 61</i>	<i>2015-09-07 to 11</i>	<i>To be agreed</i>

It soon appeared that the dates were not convenient for a number of Councillors and the meetings were again called for May and December, as in the past periods.

2.2 Meeting locations

The IALA Council has as its members Heads of Aids to Navigation Authorities from around the globe. Its meetings are a good opportunity for them to exchange on various issues unofficially and in a friendly way, and have their countries and organisations known to their colleagues.

As a consequence, many invitations are received to various places. Over the last 5 years the Council met 6 times abroad and 3 times at IALA Headquarters (the two meetings held on the occasion of the 2014 Conference are not taken into account).

3 THE ISSUES

3.1 Meeting dates

The change of Council meeting dates was not reflected in the schedule for Committees, which met at the dates noted at Council 58. This resulted in the ENG and ARM Committees, the first sessions of which were held in the second half of November 2014, being unable to present any document to Council 60. Keeping the same format for the whole work period would have a negative effect on the work of IALA as publications developed by these Committees would suffer a permanent 6 month delay.

3.2 Meeting locations

Having the Council meet outside IALA Headquarters has an impact on IALA's finance that is far from negligible and the links with Secretariat office and its staff become loose.

4 THE PROPOSED SOLUTIONS

4.1 Meeting dates

Four important aspects have to be taken into account:

- The Committees organise their work according to the number of meetings and their dates all over the work period;
- Conflicts with IMO meetings that Councillors and/or meeting participants normally attend (NCSR, MSC, Council,...) should be avoided;
- A gap of at least 8 weeks between the last day of the last Committee meeting and the first day of the next Council session is needed;
- The Secretariat needs a two week break between two series of Committee meetings.

Taking these elements into account, a change in the current format would be needed to achieve meeting arrangements that would meet the requirements, as shown in the table below.

<i>Meeting (2016)</i>	<i>Week No.</i>	<i>Dates</i>	<i>Comment</i>
VTs 41	11	2016-03-07 to 11	Moves 5 weeks ahead
ENAV 18	12	2016-03-14 to 18	Moves 5 weeks ahead
ENG 4	15	2016-04-11 to 15	Moves 5 weeks ahead
ARM 4	16	2016-04-18 to 22	Moves 5 weeks ahead
Council 62	25	2016-06-13 to 17	8 weeks after ARM 4
VTs 42	38	2016-09-12 to 16	Moves 4 weeks ahead
ENAV 19	39	2016-09-19 to 23	Moves 4 weeks ahead
ENG 5	42	2016-10-10 to 14	Moves 5 weeks ahead
ARM 5	43	2016-10-17 to 21	Moves 5 weeks ahead
Council 63	51	2016-12-12 to 16	7 weeks after ARM 5

Committee meeting dates for 2015 are left unchanged.

4.2 Meeting locations

To offer the Council a chance to visit other Councillors' countries but also keep contact with the Secretariat and its staff, it is considered establishing a rule that would ensure that sessions would be held at HQ at least once a year, as follows:

Council 62 (1st half 2016): in Korea for a tour inspection of 2018 Conference venue

Council 63 (2nd half 2016): at HQ

Council 64 (1st half 2017): at a location to be decided according to invitations received from Councillors

Council 65 (2nd half 2017): at HQ

Council 66 & 67 (May 2018): in Korea in conjunction with IALA Conference 2018.

5 ACTION REQUESTED FROM THE COUNCIL

The Council is invited to approve the Council meeting dates and locations as shown in 4.1 and 4.2 above.

The Council is invited to note the Committee meeting dates shown in 4.1 above.