



IALA WORLD-WIDE ACADEMY MINUTES OF THE 17TH BOARD MEETING

2 OCTOBER 2019



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1. OPENING

1.1 Welcome by the Chair

The Chair welcomed all members to the 17th meeting of the IALA World-Wide Academy Board.

It has been a busy period for the World-Wide Academy since the Board last met. Six Level 1 courses have been held around the world with Morocco and Fiji delivering the course for the first time. Capacity building seminars have been conducted at IALA Headquarters and in the Republic of Korea focusing on the safety of navigation and e-Navigation respectively.

Missions have been conducted to Guinea, Gambia and Namibia.

Additionally, the World-Wide Academy have been active in the regional Hydrographic Commissions as well as at the IMO Technical Cooperation Committee and the IMO World Maritime Day parallel event.

The World-Wide Academy is receiving more requests for assistance with respect to VTS and it is now important to prepare a plan to detail how the Academy may respond to such requests. A large component of this will be to establish partnerships with the VTS Accredited Training Organisations in a similar manner to that which we have achieved with the AtoN Accredited Training Organisations.

1.2 Approval of the Agenda

The Board approved the agenda.

2. MATTERS ARISING FROM LAST MINUTES

2.1 Action items from last meeting

Updates on the following actions items from the 16th Board meeting were provided:

Sir Jeremy de Halpert reported has continued to liaise with P&I Clubs and continue to explore possibilities and will keep the Board informed of progress.

Board members should continue efforts to negotiate future financial support from existing sponsors and pursue potential new sponsorship opportunities and to report their activities to future Board meetings.

Board members were encouraged to continue to identify and explore potential options for financial support.

The Dean should liaise with the World Maritime University to discuss future cooperation.

The Dean reported that contact had resumed with the World Maritime University although it was unlikely that any lecturing opportunities would arise in 2019 with the focus now being on opportunities in 2020. Relationships are also being developed with other academic institutions such as Jimei University in China and the Korean Maritime and Ocean University.

IALA has also been approached by the newly formed APEC-SEN (seafarers excellence network). The network is made up of 21 APEC members focusing on the training and education of seafarers. One aim of IALAs involvement will be to inject AtoN and VTS training and awareness into the seafarer education and training projects being delivered by the newly formed network.

3. FINANCIAL MATTERS

3.1 Financial situation 2019

The financial results for 2019 (as of September 2019) were presented to the Board (WWAB17-3.1.1). The expenditure for the year to date was approximately €100,000 less than for the same period in 2018. This reflects the additional expenditure in 2018 related to the IALA Conference activities, consultants fees and a higher volume of long-haul mission travel in 2018.

It is likely that the available budget will not be spent in full during 2019.

With the new staffing arrangements, Board members were reminded that the Dean and Education and Development Manager were usually based at IALA Headquarters for all of the Technical Committee meetings which results in a restriction of around eight weeks possible mission travel time. However, this should not be considered to be a negative, as the links between the World-Wide Academy and the Technical Committees are being enhanced significantly.

Additional sponsorship of AUD \$70,000 has been generously donated by Australia.

3.2 Budget 2020

The Board reviewed the draft budget for 2020 (WWAB17-3.2.1). The Board noted that the funds from the Republic of Korea were dependant on the availability of national funding and that a change in leadership of IFAN had taken place. A meeting with the new IFAN Director has been arranged.

When considering the capacity of the World-Wide Academy to utilise the finds available, the Board considered the options for the use of suitably qualified and experienced consultants and/or part time staff to increase the operational capacity of the World-Wide Academy to meet the international demand for its services.

When considering the budget for 2020 and the current financial situation in 2019, the Board commented that a prudent reserve fund should be maintained.

*The **Board approved** the budget for 2020 and **noted** the financial results for 2019 to date.*

3.2 Funding and sponsors

Based on the current level of sponsorship, it was considered that the World-Wide Academy would be in a sustainable position for at least the next three years with secure agreements in place with all of the major sponsors.

Additional income has been received through the training and education programmes, particularly the participation of a large group from the Canadian and United States Coast Guard in the Level 1 distance learning programme. The tuition fees for the programmes delivered by the World-Wide Academy should be reviewed to ensure that they remain attractive. The Board also noted that an increasing number of Industrial Members were also participating in the World-Wide Academy training and education programmes to receive international certification.

Projects related to dedicated funds were currently being agreed with the respective sponsors for 2020.

With the development of the new World-Wide Academy VTS Plan, funding for new projects related to this may be attracted.

4. QUALITY AND RISK MANAGEMENT

4.1 Quality Management System

The Quality Management System remains in place and a management review meeting is now due. No non-conformance reports have been issued to date in 2019. The general scope of the Quality Management System will be reviewed to ensure it is proportionate for the work of the World-Wide Academy.

*The **Secretary** is to review the general scope of the Quality Management System.*

4.2 Academy Risk Register

The IALA World-Wide Academy Risk Register was presented to the Board and was reviewed (WWAB17-4.2.1). The Dean advised the Board that the situation remains generally stable with minimal changes to the risk landscape.

The item related to course quality was reviewed. The Level 1.1 course has been updated and reviewed with specific focus being given to the structure of the course and the methods of delivery. A new module three has been developed and delivered on a trial basis with positive feedback. A revised Level 1.1 course will be submitted to the IALA Council for approval in December.

The Board received an update on the new travel safety procedure related to overseas missions. This has been trialled on missions during 2019 with positive results. The procedure is also being implemented to assist in the preparation for missions to more challenging operating environments. Where necessary, liaison also takes place with the Government of the host country and the International Maritime Organization to ensure adequate security arrangements can be provided by the respective Government or through the United Nations system of security.

The Board also commented on the provision of adequate travel insurance for World-Wide Academy staff and consultants undertaking missions. This was particularly with respect to ensuring adequate coverage in challenging operational environments where cover may be restricted or excluded.

The Board were also briefed with respect to the capacity of the World-Wide Academy to respond to the various requests received for assistance.

*The **Secretary** is to review the travel insurance arrangements for World-Wide Academy staff and consultants to ensure that it is sufficient for the relevant operating environments.*

5. ACTIVITIES

5.1 Activities 2019 – briefing paper

Board members reviewed the World-Wide Academy activities briefing paper (WWAB17-5.1.1). The Board commented on the need to establish long-term relationships with the countries and organisations that the World-Wide Academy works with and noted that the scope of the technical missions conducted was now either focussed at the strategic, tactical or operational levels depending on the needs of the country concerned. The Board noted the level of demand for VTS implementation and discussed that the World-Wide Academy should be prepared to offer an increased level of assistance in this domain.

The methodology used to assess the level of need of Coastal States was to be reviewed and updated.

5.2 Action Plan 2019/2020

The action plan for the remainder of 2019 was presented to the Board (WWAB17-5.2.1). The Board also reviewed the preliminary action plan for 2020 (WWAB17-5.2.2) and noted that this was still under development.

*The **Board endorsed** the action plans for 2019/2020.*

6. STRATEGY & ACADEMY DEVELOPMENT

6.1 World-Wide Academy Master Plan

The Dean briefed the Board on the development of the new World-Wide Academy Master Plan. The plan had been reviewed to ensure that it was strategic in nature and complementary to the core Strategic Goals of IALA as a whole.

*The **Board approved** the revised World-Wide Academy Master Plan.*

6.2 World-Wide Academy Vessel Traffic Service Plan

The Board welcomed the development of the new Vessel Traffic Services plan for the World-Wide Academy. The Board were of the view this was a very important document for IALA and the World-Wide Academy in the light of the rapid growth in implementation of VTS world-wide. The Board commented that the plan should also take account of the need for an increased level of oversight of the training and certification of VTS personnel to ensure harmonization and standardization in this area.

*The **Secretary** is requested to continue the development and implementation of the Vessel Traffic Service plan and provide an update to the next Board meeting.*



6.3 ATO status and development update

During 2019 Level 1.1 courses have already taken place in Morocco, China and South Africa with courses either underway or still to take place in the United Kingdom, Suriname, India and Canada. New Memorandums of Understanding have been concluded with Brazil and Colombia to facilitate the delivery of Level 1.1 training during 2020 in the Portuguese and Spanish languages.

China has also hosted a Level 1.2 Master of Marine Aids to Navigation Manager course and a Level 1.3 Risk Management seminar will take place in Colombia in November. The World-Wide Academy also continues to support the ASEAN Regional VTS Training Centre and will participate in the delivery of an advance VTS training programme in November.

Consideration is being given to developing the relationship between the World-Wide Academy and VTS Accredited Training Organisations as a component of the new VTS Plan. It is planned to hold a Seminar immediately prior to the IALA VTS/ENAV Symposium in 2020.

6.4 Distance learning update

The Dean updated the Board with respect to the development of the World-Wide Academy distance learning programmes. Further development of the online learning management system was required and funding was available for this purpose. Suitable consultants were in the process of being identified with a view to developing and enhancing the system in a suitable manner for the diversity of international participants.

7. ANY OTHER BUSINESS

7.1 IALA Intergovernmental Organisation change of status project update

The Secretary-General provided the Board with an update on the change of status to an Intergovernmental Organisation project. Board members were invited to promote the change of status and to support the forthcoming Diplomatic Conference in February 2020 as necessary.

7.2 Safety of Navigation project in the Pacific Community

The Dean briefed Board Members on the outcomes of a recent fourth Pacific Energy and Transport Ministers meeting held in September 2019.

Inter-alia, the Ministers agreed to include in national plans activities to achieve compliance with international instruments and best practices and improve governance through the adoption of measures and indicators such as those proposed in the Secretariat of the Pacific Community (SPC) Regional Strategy on Safety of Navigation in the Pacific.

Ministers also requested development partners to provide assistance for the delivery of safety of navigation services to align with national priorities and plans and coordinate their activities through the Regional Strategy on Safety of Navigation in the Pacific in order to measure and report on progress.

This is a positive outcome from the work and influence of the World-Wide Academy, delivered by the SPC in the region.

8. CLOSING

8.1 Next Meeting

The next meeting is scheduled for Wednesday 4 March 2020 during the Vessel Traffic Services Committee meeting.

8.2 Closing Remarks

The Chair thanked all Board members for a successful meeting.



9. APPENDIX 1

9.1 Board Decisions

<i>The Board approved the agenda.</i>	3
<i>The Board approved the budget for 2020 and noted the financial results for 2019 to date.....</i>	4
<i>The Board endorsed the action plans for 2019/2020.</i>	5
<i>The Board approved the revised World-Wide Academy Master Plan.</i>	5

9.2 Action Items

<i>Board members should continue efforts to negotiate future financial support from existing sponsors and pursue potential new sponsorship opportunities and to report their activities to future Board meetings.....</i>	3
<i>The Dean should liaise with the World Maritime University to discuss future cooperation.</i>	3
<i>The Secretary is to review the general scope of the Quality Management System.....</i>	4
<i>The Secretary is to review the travel insurance arrangements for World-Wide Academy staff and consultants to ensure that it is sufficient for the relevant operating environments.....</i>	5
<i>The Secretary is requested to continue the development and implementation of the Vessel Traffic Service plan and provide an update to the next Board meeting.</i>	5

9.3 List of Participants

Mr. Seung-Gi Gug	Chairman
Sir Jeremy de Halpert	Board Member
Mr. Jean-Charles Leclair	Board Member
Mr. Tamotsu Ikeda	Board Member
Mr. Francis Zachariae	Secretary-General IALA/Board Member
Mr. Omar Frits Eriksson	Dean WWA/Board Member
Mr. Kevin Gregory	Education and Development Manager/Secretary



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