

**12th South West Pacific Hydrographic
Commission Meeting
12th – 14th November 2013
Port Vila, Vanuatu**

Draft Annotated Agenda
(18 October 2013)

1. Opening

1.1 Opening Remarks by Hosts

Mr Henry Worek, Acting Director for the Department of Ports & Marine will welcome the delegates to the meeting.

1.2 Opening Remarks by the Chairman

The Chair, Tom Karsten (UK) will thank the Host and welcome SWPHC Members and participants to the meeting.

1.3 Opening Remarks by the President of the IHB

Robert Ward (President of the IHB) will welcome the delegates to the meeting.

1.4 Address by Chief Guest

The Deputy Prime Minister and Minister for Foreign Affairs & External Trade, the Honourable Edward Nipake Natapei, will address delegates of the meeting.

1.5 Agenda and Timetable approval

The Chair will introduce the Draft Agenda (SWPHC12-01a) and Timetable (SWPHC12-01b). Members will be invited to comment and adopt the documents.

1.6 List of Documents

The Chairman will introduce SWPHC12-01c (List of Documents). Participants are expected to have downloaded the SWPHC documents from the IHO Web site for use at the meeting.

1.7 Administrative Arrangements

The Chairman will invite a host representative to provide meeting participants with the required administrative details.

The Secretary will circulate a draft version of SWPHC12-01d (List of Participants) requesting participants to review and confirm the information contained.

2. 11th SWPHC Minutes approval

Docs: SWPHC12-02 Minutes of the 11th SWPHC Meeting

The Chairman will ask delegates to confirm that these are a true reflection of the proceedings from the previous meeting.

3. 11th SWPHC Actions List review

Docs: SWPHC12-03 List of Actions from 11th SWPHC

The Chairman will provide an update on the status of the List of Actions arising from the 11th meeting. SWPHC Members who have been identified as responsible for actions should be ready to provide a status report. The Commission should decide on the best course of action for those activities that have not been completed.

Discussion on some actions maybe covered under later agenda topics if the Commission deems appropriate.

4. IHO / IHB Matters

4.1 IHB Report

Docs: SWPHC12-04a IHB Report to SWPHC12

The Chairman will invite Robert Ward (President of the IHB) to provide the report of the IHB to the SWPHC.

4.1.1 Approval of applications for IHO membership

No	ACTION	RESP.	DEADLINE
IRCC5/01	Encourage the approval of pending applications for IHO membership	RHCs	Permanent. Report to IRCC Chair Dec 2013

4.1.2 Status of the Ratification of the Protocol of Amendments

No	ACTION	RESP.	DEADLINE
IRCC5/02	Continue to engage pending applicants in their region to encourage the ratification of the IHO Convention	EAtHC MBSHC	Permanent. Report to IRCC Chair Dec 2013

4.2 SWPHC report to IRCC5 (Inter Regional Coordination Committee)

Docs: SWPHC12-04b SWPHC Report to IRCC5

Tom Karsten (UK) will provide an overview of the SWPHC report to IRCC5.

4.3 IRCC5 Report

Docs: SWPHC12-04c IRCC5 Minutes

Tom Karsten (UK) IRCC Vice Chair will update delegates on the last IRCC meeting and any topics relating to the region.

List of actions from IRCC5 relevant to SWPHC region are listed in the table below; comments in italics are the status within SWPHC. Those applicable to the region are repeated under the relevant agenda topic.

No	ACTION	RESP.	DEADLINE	STATUS
IRCC5/01	Encourage the approval of pending applications for IHO membership	RHCs	Permanent. Report to IRCC Chair Dec 2013	Permanent <i>Agenda item 4.1.1</i>
IRCC5/02	Continue to engage pending applicants in their region to encourage the ratification of the IHO Convention	EAtHC MBSHC	Permanent. Report to IRCC Chair Dec 2013	Permanent <i>Agenda item 4.1.2</i>
IRCC5/04	Comply with the CBSC Procedures and ensure the timely provision of the appropriate documentation that justify expenses associated to CB projects, and to demand refund, if needed, not later than one month after the event has finalized	RHC	Permanent	Permanent <i>CB coordinator to confirm compliance</i>
IRCC5/06	Invite GEBCO Guiding Committee / Bathymetric Regional Project Chairs to attend corresponding RHCs meetings, aiming at strengthening collaboration with a priority on improving high resolution shallow water bathymetry at the regional level	RHCs / GEBCO	Permanent	Permanent <i>GEBCO contacted and attendance encouraged. Agenda item 8</i>
IRCC5/07	Consider the participation of the stakeholders at the RHC conferences	RHC Chairs	Before IRCC6	Permanent <i>Stakeholders encouraged to attend</i>
IRCC5/16	Provide the IRCC Chair with their report on the progress of the relevant tasks of the IHO 2013 Work Programme.	RHCs and IRCC subsidiary organs	by the end of Jan 2014	
IRCC5/19	Provide to the IRCC Chair the estimated values of SPIs and agreed WPIs as of 31 December 2013 and target values for 31 December 2017 , complemented by the comments on the difficulties encountered and suggestions for the way forward	RHC Chairs	by the end of Jan 2014	<i>Chair will provide to IRCC post meeting</i>
IRCC5/20	Consider proposing agenda items to the next EIHC5	RHC Chairs	January 2014	<i>Agenda item 17</i>
IRCC5/28	Encourage RHCs to support GEBCO regional mapping projects and report back to IRCC	RHC Chairs	IRCC6	<i>Agenda item 8.2</i>
IRCC5/29	Encourage participation of Stakeholders in the region on IFHS-IHO Stakeholders of October 2013	RHC Chairs	Before October 2013	<i>UK attending</i>
IRCC5/34	Encourage Member States and representatives of industry and academia to promote and to work together to ensure that the best possible use is made of Satellite Derived Bathymetry	RHC Chairs	IRCC6	Permanent <i>Agenda item 14</i>

No	ACTION	RESP.	DEADLINE	STATUS
IRCC5/35	Encourage discussions on how Crowd Source Bathymetry can be used in official navigational products and report back to IRCC6	RHC Chairs	IRCC6	<i>Agenda item 15</i>
IRCC5/36	Provide material to the IHB to promote the achievements of IRCC Bodies including CBSC, GEBCO,	RHC Chairs and subsidiary bodies		Permanent

4.4 WEND-WG Report (Worldwide ENC Database – Working Group)

Docs: SWPHC12-04d WEND-WG Minutes

Tim Sewell (UK) will provide an update on the work of the Worldwide ENC Database Working Group (WEND-WG) and report on actions affecting the SWPHC region.

4.5 HSSC5 Report (Hydrographic Services and Standards Committee)

Docs: SWPHC12-04e HSSC4 Minutes

Robert Ward (President of the IHB) will update delegates on the last HSSC meeting in November 2013.

4.6 IHO Year Book P-5

P-5 is the source for tonnage figures, IHO membership details and contact points for countries hydrographic responsibility.

Statutes item 10. Communications states:

“Members are required to ensure that their contact details in the IHO Yearbook (P-5) are correct. All official communications of the Commission will be dispatched to members in accordance with the IHO Yearbook details.”

Countries in attendance will be asked to check the current edition of this publication and provide the IHO with an update, if required.

4.7 Status of Hydrographic Surveying and Nautical Charting Worldwide C-55

Nations should have included their update to C-55 within their National Report.

4.7.1 Development of C-55

The Chairman will invite Robert Ward (President of the IHB) to provide the report of the development of C-55 to the SWPHC.

4.8 Marine Spatial Data Infrastructure (MSDI)

Docs: IHO C-17 - Spatial Data Infrastructures: “The Marine Dimension” - Guidance for Hydrographic Offices http://www.iho.int/iho_pubs/CB/C-17_e1.1.0_2011_EN.pdf

SWPHC12-04f MSDI White Paper

Delegates are strongly encouraged to read C-17 as it sets out the need for MSDI

4.9 International Hydrographic Review (IHR) Editorial Board

Nominations will be sought for a SWPHC representative for the IHR Editorial Board due to the retirement of Robert Wilson (UK). The role will consist of reviewing articles put forward to the IHR.

The International Hydrographic Review is an international journal published twice a year. It contains original papers concerning all aspects of hydrography and associated subjects. All articles are subjected to peer review and are expected to be 4,000 to 6,000 words long, although longer articles may be considered. It also provides a medium for discussions in the form of shorter notes that are typically 1,500 to 2,000 words in length.

5. Statutes

Docs: SWPHC12-05a SWPHC Statutes

5.1 Guidance for potential hosts of SWPHC Meetings

Docs: SWPHC12-5b Hosting of SWPHC Explanatory Note

The current statutes allow for Members, Associate Members and Observers of the SWPHC to host Commission Meetings. Guidance should be provided so that nations considering hosting are aware of their responsibilities.

5.2 Approval of the application of the Government of New Caledonia to become Observer in the SWPHC

Docs: SWPHC12-05c Application of the Government of New Caledonia to become Observer in the SWPHC

Discussions on the proposal by France.

6. National Reports

Docs: SWPHC12-06xx

*Under this agenda item it is expected that all Member States Representatives will provide a summary of their National Reports. **Tom Karsten (Chair) has also requested that all nations attending provide a National Report.** This will enable non SWPHC members to assess their status and highlight success. The National Report should be written based on the model presented at the IHO Technical Resolution T1.3, and should include updates to C-55 and Marine Spatial Data Infrastructure (MDSI) progress.*

*A copy of the model report as described above can be found here:
http://www.iho.int/mtg_docs/rhc/templates/Struct_NationalReports_Eng.pdf.*

It is expected that only the key elements of the national report will be emphasized, possibly within a presentation.

The Reports have been compiled under Doc SWPHC12-06, identifying the Country to which the report refers.

7. SWPHC Committees and Working Groups

The Reports will be compiled under Docs SWPHC12-07, identifying the body to which the report refers.

7.1 South West Pacific International Charting Coordination Working Group (SWP-ICCWG)

The SWP-ICCWG was established at the 11th SWPHC as per HSSC proposal action 1/24.

The Chair will provide an update of the Working Groups active since the last SWPHC meeting.

7.2 Capacity Building

7.2.1 Update on Capacity Building activities and submissions since the last meeting.

CB coordinator will provide a breakdown of courses, delegates and progress since the last meeting.

7.2.2 Update on the 5 year Capacity Building plan

Courses proposed for funding, progress within the region and end goals for CB within the SWPHC region.

8. Relevant International Organizations' Report.

The following Organizations have been invited to attend the 12th SWPHC and to provide a report on their activities and experiences. These reports are an excellent information source for the Commission in identifying actions required to fulfil its objectives. The Commission will be invited to comment on the reports submitted and to identify actions that should be taken.

8.1 Applied Geoscience and Technology Division (SOPAC) of the Secretariat of the Pacific Community (SPC)

An update on SOPAC activities since the last meeting and will cover the following topics:

- to inform the charting authorities, the Pacific Island Countries (PICs) and industry what they can offer, i.e. data discovery, hydrographic surveys and Cat B trained surveyor expertise, etc*
- to facilitate the agreement of PICs for SPC SOPAC to release their data*
- to request PICs cooperate/collaborate with SPC SOPAC hydrographic survey work*
- to brief the meeting on their 1-2 year work programme*
- for PICs, charting authorities, donors and industry to ask questions*

8.2 GEBCO (General Bathymetric Chart of the Oceans)

GEBCO have been invited to attend the SWPHC and to discuss their regional mapping initiatives.

The GEBCO consists of an international group of experts who work on the development of a range of bathymetric data sets and data products, including gridded bathymetric data sets, the GEBCO Digital Atlas, the GEBCO world map and the GEBCO Gazetteer of Undersea Feature Names.

8.2.1 Support for regional GEBCO projects

When needed, GEBCO will initiate its own regional bathymetric mapping projects, drawing on the expertise and regional knowledge of local experts including GEBCO colleagues and in particular the GEBCO/Nippon Foundation Scholars.

No	ACTION	RESP.	DEADLINE
IRCC5/06	Invite GEBCO Guiding Committee / Bathymetric Regional Project Chairs to attend corresponding RHCs meetings, aiming at strengthening collaboration with a priority on improving high resolution shallow water bathymetry at the regional level	RHCs / GEBCO	Permanent
IRCC5/28	Encourage RHCs to support GEBCO regional mapping projects and report back to IRCC	RHC Chairs	IRCC6

8.3 IALA (International Association of Lighthouse Authorities)

Stephen Bennett, Programme Manager of the IALA World-Wide Academy will provide a presentation entitled "IALA and the IALA World-Wide Academy".

IALA is a non-profit, international technical association. Established in 1957, it enables marine aids to navigation authorities, manufacturers, consultants, and scientific and training institutes from all parts of the world to exchange and compare their experiences, achievements, and technical and operational policies via participation in IALA Technical Committees. The Committees work to create IALA Recommendations and Guidelines which are recognised worldwide as the international standards for the implementation and operation of aids to navigation. These standards help to ensure that the movements of vessels are safe, expeditious, cost effective and harmless to the environment.

IALA's scope and expertise extends to e-Navigation and Vessel Traffic Services.

The IALA World-Wide Academy is an established arm of IALA and has responsibility for training and capacity building.

8.4 IMO (International Maritime Organisation)

Discussions on the changes to the IMO Maritime Safety Committee and its subsequent working groups.

8.4.1 Member State Audits

Update on VIMSAS (Voluntary IMO Member State Audit Scheme) to make IMO member states aware of their responsibility with regard the SOLAS regulations.

Action	List	Responsible	Deadline
IRCC04/27	Inform MSs of the IMO transition to and implication of the mandatory IMO Member States Audit Scheme (VIMSAS) from 2015.	RHC Chairs	As soon as possible.

<http://www.imo.org/OurWork/Safety/Implementation/Pages/AuditScheme.aspx>

9. Maritime Safety and the World Wide Navigational Warnings Service

Report by NAVAREA X (Australia) and XIV (New Zealand) coordinators.

10. Blue Economy

Docs: SWPHC12-10a Blueprint for Ocean and Coastal Sustainability

SWPHC12-10b MACHC Resolution on the Blue Economy

Robert Ward (President of the IHB) will provide a presentation on the Blue Economy and its implications for the hydrographic community.

11. The Need for Hydrographic Services

11.1 IHO Publication M-2

Robert Ward (President of the IHB) will provide an overview on IHO Publication M-2 The Need for National Hydrographic Services. M-2 can be downloaded from the IHO website using the following link:

http://www.iho.int/iho_pubs/misc/M-2_3.0.1_E_19OCT2011_TheneedforNHS.pdf.

The following text is the preface from M2: "Almost every human activity that takes place in, on or under the sea requires some knowledge of the hydrography of the area - in other words, knowledge of the shape and nature of the seafloor, its characteristics and its hazards.

Without hydrography:

- no ship sails safely
- no port is built
- no coastal infrastructure is developed
- no marine environmental plan is implemented
- no coast or island is defended
- no marine rescue is attempted
- no inundation model is developed
- no maritime boundary is delimited or enforced

The Hydrographic Offices or Authorities of coastal States provide an essential service to national transport infrastructure. National Hydrographic Offices support safe and efficient navigation, foster national maritime development, help to safeguard life and property at sea, facilitate the protection of the marine environment and support the administration and sustainable development of the national maritime zones. National Hydrographic Services also support national security and maritime defence.

The Hydrographic Services of some coastal States are amongst the oldest governmental institutions, several having been established in the 18th Century. To date, they have contributed significantly to the expansion of world trade. These Services have been most successful in their mission of improving the safety and efficiency of trade, so that nowadays, like other utilities, they are most often taken for granted.

However, there is concern in the maritime community that too few coastal States are supporting hydrography at the national level, despite the fact that there are many areas of the world that still lack adequate nautical charts and supporting services. This poses a real and continuing threat to safety of life at sea and to the well-being of the marine environment. Furthermore, many Governments of coastal States are

unaware of the important contribution that hydrography and nautical charting services can make to their national economic development.

This publication is intended to provide a summary of the rationale for supporting and investing in hydrography and nautical charting at a national level. It describes the benefits to national development. It also provides suggestions about how a national Hydrographic Service can be established, how to define individual national requirements, and how to decide upon an appropriate level of involvement. It is written for a wide audience, catering, it is hoped, to all those that have an interest in the safe and efficient navigation of ships, protection of the marine environment and more generally to the improvement of the global economy through improving the wealth and prosperity of individual States.”

11.2 SOLAS Responsibilities

Robert Ward (President of the IHB) will provide an overview of an IMO member states SOLAS responsibilities.

11.3 Bilateral Arrangements

Robert Ward (President of the IHB) will provide an introduction to Bilateral Arrangements to ensure hydrographic needs are met.

12. Hydrographic Risk Assessments

*Docs: SWPHC12-11 Risk Assessments Explanatory Note
Adam Greenland (NZ) will introduce the concept of Hydrographic Risk Assessments*

12.1 Vanuatu Test Case

Adam Greenland (NZ) will explain the Hydrographic Risk Assessment completed for Vanuatu.

13. Maritime Funding

David Weinstein (Development Manager Maritime Transport responsible for the NZ Pacific Maritime Safety Programme, which includes funding for the LINZ Hydrographic Risk Assessment work) and Reynaldo Bench (World Bank) will provide an overview of Maritime Funding and how it can benefit hydrographic capacity.

14. Development of Satellite Derived Bathymetry

Docs: SWPHC12-13 Satellite Derived Bathymetry Explanatory Note

Presentation by Tim Sewell (UK) on latest developments of Satellite Derived Bathymetry and its possible use in hydrographic products.

No	ACTION	RESP.	DEADLINE
IRCC5/34	Encourage Member States and representatives of industry and academia to promote and to work together to ensure that the best possible use is made of Satellite Derived Bathymetry	RHC Chairs	IRCC6

15. Crowd Sourcing Survey Techniques

Docs: SWPHC12-14 Crowd Sourcing Survey Techniques Explanatory Note

15.1 Use of Crowd Sourced Data within Hydrographic Products

Presentation on latest developments of Crowd Sourced Data and its possible use in hydrographic products.

No	ACTION	RESP.	DEADLINE
IRCC5/35	Encourage discussions on how Crowd Source Bathymetry can be used in official navigational products and report back to IRCC6	RHC Chairs	IRCC6

16. SWPHC Matters

16.1 SWPHC Name

Due to the expansion at the 11th SWPHC meeting to include country members of SPC, New Zealand has proposed to discuss the possible change to the name of the Commission.

16.2 SWPHC Logo

Docs: SWPHC12-15 SWPHC Logo Explanatory Note

Many of the Regional Hydrographic Commissions have a logo incorporating the region. The meeting is invited to consider if they would like a logo to represent the commission.

17. RENC Operations and the Value of RENCs to the Mariner

Nick Ligacs (IC-ENC Regional Manger) will provide an update on the activities of RENCs and report on recent developments affecting the SWPHC region.

18. Proposals for Extraordinary International Hydrographic Conference Agenda Topics

The next Extraordinary International Hydrographic Conference is due to take place in Monaco, 6-10 October 2014. IRCC5 action 20 requests that we consider providing input to the agenda of the meeting.

No	ACTION	RESP.	DEADLINE
IRCC5/20	Consider proposing agenda items to the next EIHC5	RHC Chairs	January 2014

19. Any Other Business

Last minute subjects for discussion can be raised under this item.

Ideally substantial matters should be raised well in advance in order for delegates to prepare for detailed discussions.

20. SWPHC report to IRCC 6

Delegates are invited to discuss what the SWPHC report to IRCC6 shall contain and if any issues need to be taken forward to IRCC.

21. Date and Venue of the next meeting

Participants are invited to consider date and venue for the next meeting taking into account article 4 of the statutes.

Article 4 f states: "At the end of each conference the Full Members desirous of hosting the following conference shall put forward their candidatures. Proposals for holding the conference in an Associate Member or Observer State may also be considered. Where no other compelling circumstances exist, priority shall be given to a Full Member State which has not yet hosted a conference, or to the one which did so the longest time ago."

22. Election of Chair and Vice Chair

The Chair will invite the Commission to consider nominations for Chair taking into account articles 2 a, b and c of the statutes.

Article 2 states:

- a. Full Members of the Commission shall be IHO Member States in the Region who are signatories to these statutes.*
- b. States lying within the Region who are not Members of the IHO but who are signatories of these statutes may become Associate Members of the Commission. Other Member States of the IHO who contribute to the safety of navigation through their activities in the fields of hydrography, nautical charting or nautical information in the region and are signatories to these statutes may also become Associate Members. They are represented by their national authorities responsible for hydrography and/or navigation.*
- c. Associate Members shall have the same rights and obligations as the Full Members of the Commission, except the right to vote and the right to be elected as Chairman or Vice-Chairman.*

23. Approval of the Action List

The Chair will review decisions and actions agreed during the meeting with the delegates concerned to ensure they are satisfied with the wording, timescales, etc.

24. Closing Remarks from the Chair