

Paper for Consideration by WEND
Transfer of WEND Functions to IRCC

Submitted by: IHB

Executive Summary: The Inter-Regional coordination and Capacity building Committee (IRCC) will be established on 1 January 2009. At that time, the policy functions previously undertaken by WEND will be assumed by the IRCC. This paper provides the ToRs and RoPs of the IRCC agreed by Member States and invites the WEND to consider if additional information or guidance regarding WEND should be forwarded to IRCC and whether an IRCC Task Group should be formed to monitor and assist in the ongoing development of WEND.

Related Documents: Decision 9 of the 17th IHC – *Advanced entry into force of the restructuring of the IHO Committees and other Groups*
WEND11-03F - *ToRs and RoPs for WEND*
IHO Circular Letter 115/2007 – *Restructuring of IHO Committees and Other Groups*

Introduction / Background

1. Decision 9 of the 17th IHC agreed the formation of the IRCC on 1 January 2009. It was also agreed that the policy functions previously undertaken by WEND will be assumed by the IRCC until such time as the Council is established. ToRs and RoPs for the IRCC were agreed by Member States in 2008 and are included as Annex A to this paper.

Analysis/Discussion

2. It may be useful for the members of WEND to review the ToRs and RoPs of the IRCC and to consider if a dedicated group is required to monitor and address the ongoing coordination and implementation of the WEND Principles and global ENC coverage. This group would fulfil a similar function to the existing WEND Task Group (WEND TG).

3. The WEND TG was purposely constituted as a small group in order to reduce overheads, and to speed up any decision making processes required in the execution of investigation or the formulation of proposals for subsequent consideration by WEND. This has proved to be most successful. For this reason, maintaining a similarly limited membership for an IRCC WEND TG merits consideration. In a similar way to the WEND TG, an IRCC WEND TG could comprise a representative from each RENC (to reflect an emphasis on RENC-based services), two members of IRCC, the IHB, and invited expert contributors as required to address specific issues.

Recommendations

4. It is recommended that WEND/11:

reviews the ToRs and RoPs of the IRCC and consider if any relevant information or guidance regarding WEND should be forwarded to IRCC.

considers inviting the IRCC to establish a WEND TG based on the draft Terms of Reference and Rules of Procedure set out in Annex B.

Action Required of WEND

5. The WEND Committee is invited to:
 - a. **Review** the ToRs and RoPs of the IRCC to consider if any relevant information or guidance regarding WEND should be forwarded to the IRCC.
 - b. **Recommend** that IRCC establish a WEND TG based on the draft Terms of Reference and Rules of Procedure set out in Annex B.

INTER REGIONAL COORDINATION COMMITTEE (IRCC)

Considering the need to promote and coordinate those activities that might benefit from a regional approach, and considering further that Capacity Building has been identified as a strategic objective, the International Hydrographic Organization establishes a Inter Regional Coordination Committee (IRCC) with the following Terms of Reference and Rules of Procedure. The IRCC shall report to each ordinary session of the International Hydrographic Conference (“*each ordinary session of the International Hydrographic Conference*” to be replaced by “*each ordinary session of the Assembly through the Council*” when the Council and Assembly are established).

Note: The IRCC shall assume the responsibility of the policy matters related to the World-wide Electronic Navigational Chart Database (WEND) until the Council is established.

Terms of Reference

1. Establish, coordinate and enhance cooperation in hydrographic activities amongst States on a regional basis, and between regions, especially on matters associated with Capacity Building; Promulgation of Radio Navigational Warnings; General Bathymetry and Ocean Mapping, Education and Training, and the implementation of the WEND; Establish co-operation and partnership with governments, organizations and industry to enhance the delivery of Capacity Building programs and to ensure long-term sustainability.
2. Monitor the work of specified IHO Inter-Organizational Bodies engaged in activities that require inter-regional cooperation and coordination as directed by the International Hydrographic Conference (“*International Hydrographic Conference*” to be replaced by “*the Assembly*” when the Assembly is established) and provide advice and guidance to the IHO representatives as required.
3. Promote co-operation between regional organizations concerned with the use of hydrographic and bathymetric data, information and products as well as Maritime Safety Information (MSI) for navigation safety and all other marine purposes, including economic development, environmental protection and coastal resource management.
4. Review and implement the IHO Capacity Building Strategy and promote the Capacity Building and Training initiatives identified by the relevant subsidiary bodies of the Organization, facilitating interaction between RHCs and potential donors at both international and regional levels.
5. Prepare and maintain publications related to the objectives of the Committee.
6. Prepare a Committee Work Program and propose it to each ordinary session of the International Hydrographic Conference (“*each ordinary session of the International Hydrographic Conference*” to be replaced by “*each ordinary session of the Assembly*” via the Council when the Assembly and the Council are established). Consider and decide upon proposals for new work items under the Committee Work Program, taking into account the financial, administrative and wider stakeholder consequences and the IHO Strategic Plan and Work Program.
7. Monitor the execution of the Committee Work Program and report to each ordinary session of the International Hydrographic Conference (“*ordinary session of the International Hydrographic Conference*” to be replaced by “*meeting of the Council*” when the Council and Assembly are established), including an evaluation of the performance achieved.
8. Propose to the International Hydrographic Conference (“*the International Hydrographic Conference*” to be replaced by “*the Assembly through the Council*” when the Council and Assembly are established), the establishment of new Sub-Committees, when needed, supported by a comprehensive cost-benefit analysis.

9. As required, establish Working Groups to fulfil the Committee Work Program, in conformance with IHO Technical Resolution T1.1 (*IHO Technical Resolution T1.1* to be replaced by *Article 6 of the General Regulations* when the revised IHO Convention enters into force) and approve their Terms of Reference and Rules of Procedure.
10. Monitor the work of its Sub-Committees, Working Groups and other bodies directly subordinate to the Committee.
11. Review annually the continuing need for each Working Group previously established by the Committee.
12. Liaise and maintain contact with relevant IHO and other bodies to ensure that IHO work activities are coordinated.
13. Liaise with other relevant international organizations and Non-Government International Organizations (NGIOs).
14. These Terms of Reference can be amended in accordance with Technical Resolution T1.1 (to be replaced by Article 6 of the General Regulations when the revised IHO Convention enters into force)

RULES OF PROCEDURE FOR THE IRCC

1. The Committee shall be composed of the Chairs of the Regional Hydrographic Commissions; the Chairs of the Hydrographic Commission on Antarctica (HCA), the Capacity Building Sub-Committee (CBSC), the Promulgation of Radio Navigational Warning Sub-Committee (PRNW), the International Advisory Board on Standards of Competence for Hydrographic Surveyors and Nautical Cartographers (IAB) and the General Bathymetric Chart of the Oceans (GEBCO) Guiding Committee. Committee Meetings shall be open to all Member States of the IHO. International Organizations and accredited Non-Government International Organizations (NGIOs) may attend Committee Meetings.
2. A Director of the International Hydrographic Bureau (*“the International Hydrographic Bureau”* to be replaced by *“the Secretariat”* when the Secretariat is established) shall act as Secretary to the Committee. The Secretary shall prepare the reports required for submission to each ordinary session of the Conference (*the Conference* to be replaced by *Assembly* and *Council* when the Council and Assembly are established).
3. The Chair and Vice-Chair shall be a representative of a Member State. The election of the Chair and Vice-Chair shall be decided at the first meeting after each ordinary session of the Conference (*Conference* to be replaced by *Assembly* when the Council and Assembly are established) and shall be determined by vote of the Committee Members present and voting. If the Chair is unable to carry out the duties of the office, the Vice-Chair shall act as the Chair with the same powers and duties.
4. The Committee shall meet once a year, by mid June, and whenever possible in conjunction with another relevant conference or meeting. The venue and date of the meeting shall be decided at the previous meeting, in order to facilitate participants’ travel arrangements. The Chair or any member of the Committee, with the agreement of the simple majority of all members of the Committee, can call extraordinary meetings. Confirmation of the venue and the date shall normally be announced at least six months in advance. All intending participants shall inform the Chair and Secretary ideally at least one month in advance of their intention to attend meetings of the Committee.
5. Decisions shall generally be made by consensus. If votes are required on issues or to endorse proposals presented to the Committee, decisions shall be taken by a simple majority of Committee Members present and voting. When dealing with inter-sessional matters by correspondence, a simple majority of all Committee Members shall be required.
6. The draft record of meetings shall be distributed by the Secretary within six weeks of the end of meetings and participants’ comments should be returned within three weeks of the date of despatch. Final minutes of meetings should be distributed to all IHO Member States and posted on the IHO website within three months after a meeting.
7. The working language of the Committee shall be English.
8. When established, Working Groups shall operate by correspondence to the maximum extent practicable.
9. Recommendations of the Committee shall be submitted to IHO Member States for adoption through the IHB or International Hydrographic Conference as appropriate. (*“IHB or International Hydrographic Conference”* to be replaced by *“through the Council to the Assembly”* when the Council and Assembly are established).
10. These Rules of Procedure can be amended in accordance with Technical Resolution T1.1 (to be replaced by Article 6 of the General Regulations when the revised IHO Convention enters into force).

Proposed RoP and ToR for an IRCC WEND Task Group

Terms of Reference

1. Monitor the development of adequate ENC coverage to meet any carriage requirements for ECDIS,
2. Develop proposals for speeding up ENC production and ensuring uniform ENC quality and consistency across national borders, and for making data available worldwide, including SENC distribution, taking advantage of any offers for production assistance, or other ways of mutual assistance and co-operation.
3. Advise MS, where appropriate, on the need, as well as on methods and tools for validating the data, and on any assistance which could be offered by the RENCs.
4. Monitor the implementation of the WEND, in response to Decision 21 of the XVIIth IHC, and advise IRCC of appropriate measures for speeding-up the implementation process.
5. Assist in harmonizing the policies of regional ENC Coordinating Centres (RENC) with respect to matters related to administration, legality, finances, technical processes, et cetera.

Rules of Procedure

1. The Task Group shall be composed of a representative from each RENC, two representatives from the IRCC, and a representative from the IHB.
2. Expert Contributors may be invited to join the TG as required, according to the task at hand. Expert Contributors shall be invited by the Chair, with the agreement of the other members of the TG.
3. The Chair shall be an elected representative from the IRCC and shall be decided by vote of the Committee members present and voting at a meeting. The second IRCC member shall be the Vice-Chair. If the Chair is unable to carry out the duties of the office, the Vice-Chair shall act as the Chair with the same powers and duties.
4. The requirement for the continued existence of the TG shall be reviewed at each meeting of the IRCC and IRCC representatives elected or re-elected as appropriate.
5. The TG shall conduct its business by correspondence to the maximum extent possible.
6. Decisions of the TG shall be made by consensus.