

**Report of 1st Intersessional Meeting
Working Group 4 Vessel Traffic Management (VTM) of the IALA VTS Committee
18-20 November 2008, St. Germain-en-Laye / France**

WG4 has been tasked to define the global concept and develop the scope of Vessel Traffic Management (VTM) (Task 12). At the special meeting of the group at VTS2008 Symposium in Bergen/Norway common understanding was reached on the work, a number of principles and the process to be followed. The group had its first meeting as WG4 during VTS28. It was recognized that, taking into account the importance and work package for this task and the given timeframe, several intersessional meetings were needed to meet the identified deadlines within the given timeframe. WG4 had its 1st intersessional meeting 18-20 November 2008 at IALA HQ, St. Germain-en-Laye / France.

- The Chair opened the meeting, reflected the work done so far, reminded the members of the common understanding reached on the work, the principles and the process to be followed. The proposed agenda for this meeting was approved.
- At VTS28 Annex3 (Identification of VTM stakeholders) and Annex6 (Identification of VTM systems) of draft WP on VTM version 1.10 were transferred into working papers (VTS28/WG4/WP01 and VTS28/WG4/WP01) and handed over at eNAV5 to support and give guidance to subgroup on MIS of WG1. The documents also will be shared with eNAV WG4 (Communications) / WG5 (Architecture) and VTS Committee WG1/WG2. **(Action: Chair)**
- A draft document **“Terms of Reference for WG4”** provided by the Chair was reviewed by the group (advices by SG IALA were included) and agreed. It was also agreed that a draft overview of the relations of WG4 with other WGs and/or Committees shall be attached as Annex1 to the TOR. The document (VTS/WG4/intersessional1/output/02) will be distributed to both the eNAV and ANM Committees. SG IALA offered to inform the IALA Council (being TOR for a WG no approval by the Council is needed). **(Action: Chair)**
- A draft document **“Working Programme WG4”** provided by the Chair was reviewed and discussed by the group. After a number of small modifications the group agreed with the Working Programme. It was recognized to maintain a strict time path in order to fulfill the task. The document (VTS/WG4/intersessional1/output/03) will be distributed for information to both the eNAV and ANM Committees. **(Action: Chair)**
- The group discussed and agreed on the dates for the next intersessional meetings:

2nd Intersessional Meeting	20 – 23 January 2009 IALA Headquarters, St. Germain-en-Laye / France Start of Meeting: Tuesday 20 January 09.00 hours Closure of Meeting: Friday 23 January 12.00 hours
VTS29	Regular meeting of the IALA VTS Committee incl. WG4 2- 6 March 2009 IALA Headquarters, St. Germain-en-Laye / France
3rd Intersessional Meeting	19 – 22 May 2009 Rome/Italy (exact location will be announced soonest) Start of Meeting: Tuesday 19 May 09.00 hours Closure of Meeting: Friday 22 May 12.00 hours
4th intersessional Meeting	August 2009 (exact dates to be decided at 2 nd meeting). IALA Headquarters, St. Germain-en-Laye / France
- As agreed with the Chair of the VTS Committee (reflected in TOR) an approved definition and scope on the global concept of VTM should be proposed as a topic for presentation at the 10th IALA Conference 2010. Therefore **4 abstracts for presentations** were drafted and agreed by the group:

1.Vessel Traffic Management: the global concept	(Pieter Paap / NL)
2.VTM and e-Navigation	(Brian Tetreault / USA)
3.VTS within the VTM Concept	(Tuncay Cehreli / Turkey)
4.VTM: benefit to all stakeholders in the maritime environment	(Raymond Seignette / NL)

Approval by the Chair VTS Committee the abstracts are to be sent to the Conference Selection Committee **(Action: Chair)**

- The group discussed and further defined the **working definition on VTM**. A modification was made: “strategic provision of a network” was replaced by “functional framework”. It was concluded that especially the wording of “measures” and “services” as part of the definition need to be clarified properly in order to prevent future confusion on definitions. Working definitions were defined but will be discussed further at the 2nd intersessional meeting. Working on the definition will remain a continuous process. **(Action: all)**
- Recognized was the need to **identify the criteria for “measures and services”** as part of a VTM framework. The group started an exercise on the development of these criteria. It was decided that further proposals and views to be sent by email to the Chair who will prepare a paper for further discussion at the 2nd intersessional meeting. **(Action: all)**
- Also recognized was the need to identify the **criteria for stakeholders** being part of a VTM framework. Using the document VTS28/WG4/WP01 (Identification of VTM stakeholders) the group started to develop criteria. It was decided that further proposals and views to be sent by email to the Chair who will prepare a paper for further discussion at the 2nd intersessional meeting. **(Action: all)**
- An exercise was started to identify the **ownership on VTM** in all phases and levels (defining and development, translation to an implementation plan, acceptance and regulatory phase by IMO, implementation and operational phases). The Chair referred to the direct relationship between VTM and e-navigation and emphasized that the same format as used by defining the ownership of e-navigation shall be used for VTM. The results of the discussion will be translated by the Chair into this format and discussed/finalized by the group at the 2nd intersessional meeting. The VTS, eNAV and ANM Committees will be informed accordingly. **(Action: Chair)**
- An exercise was started on **the role of VTS** (which will have a central role in the VTM concept) towards security, law enforcement, emergency response, disaster management and SAR. Reference to be made to tasks 10 and 11 of the VTS Committee as well as to Recommendation 8 of VTS2008. It was recognized that on national level the organization, responsibilities and operation might differ and therefore also the relationship between operating these services/tasks and VTS. In general there seemed to be a common understanding that the mentioned services/tasks should not be considered to be primary services/tasks for VTS and that VTS might be supportive to the competent authorities (CAs) involved as a provider of relevant information and expertise. The group was requested to send their views by email to the Chair who will prepare a paper for further discussion at the 2nd intersessional meeting. The Chair instructed the group to present their views on a high abstraction level. **(Action: all)**
- As part of a continuous process the **harmonization of definitions, abbreviations** during the development of VTM is necessary. The group will develop a document accordingly. Members are requested to send relevant definitions and abbreviations (with source indications) to the Chair, who will be the custodian of the document. **(Action: all)**
- Referring to work item 16 (TOR WG4) following the development of VTM the group has started to **identify tasks for the next session of the VTS Committee** post the IALA Conference in March 2010. The identification of possible tasks will continue till the 3rd intersessional meeting (may2009) where after an input document will be provided to VTS30.
- Discussions on the working program items 16 (identification of high level functional requirements of the management of information within VTM) and 19 (identification and elaboration VTM functionalities according to objectives) will start at the 2nd intersessional meeting.

Chairman of WG4 on VTM
Pieter Paap