**LIST of DECISIONS & Actions arising from ECS PT 1 – tUES 18TH jULY 2023**

--

| **AGENDA**  **ITEM** | **SUBJECT** | **DECISION/ ACTION**  **No.** | **ACTIONS**  **(in bold, action by)** | **TARGET**  **DATE/EVENT** | **STATUS**  **(at 7th Sept 2023)** |
| --- | --- | --- | --- | --- | --- |
| **Opening and Administrative Arrangements** | | | | | |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| |  | | --- | | **Approval of Agenda** | | | | | | |
|  |  |  | **Agenda was approved** | **Permanent** |  |
|  |  |  |  |  |  |
| **Approval of ECSPT1 Minutes and Matters** | | | | | |
|  |  |  | N/A this was the first meeting of the ECSPT |  |  |
|  |  |  |  |  |  |
| **ECS Project Team Reports/Issues** | | | | | |
|  |  |  | N/A this was the first meeting of the ECSPT |  |  |
|  |  |  |  |  |  |
| 1. **Review ECSPT TOR’s** | | | | | |
| 1.1 |  | ECSPT1/1 | Terms of Reference Agreed as written - ENCWG approved and signed off TOR 7th July.  Terms of reference will form the objectives of the ECS PT | **Permanent** |  |
|  |  |  |  |  |  |
| **2.0 UKHO Introduction and UK ECS user Research** | | | | | |
| 2.1 | UKHO user research of the UK ECS sector | ECSPT1/2 | ECSPT noted and thanked UK for their work to date on the UK ECS research | **Permanent** |  |
| 2.2 | UKHO user research of the UK ECS sector | ECSPT1/3 | Blue group (from UKHO slide pack) - Regulators / National Hydrographic office. Need to be distinctly split out regulatory function is different from national hydrographic offices that produce charts. Regulators either set regulations or also enforce those through port state control, etc, so not necessarily just national regulatory functions. should be split out \*\* do 2 surveys | **October 2023** |  |
|  |  |  |  |  |  |
| **3.0 & 4.0 Establish Work Items Deliverables and Timelines** | | | | | |
| 3.1 | Work Plan and Task List | ECSPT1/4 | B3 - IALA Toolbox - Group to explore all options on what data is out there ahead of next meeting and then scope (re-scope) B3 | **October 2023** |  |
| 3.2 | Work Plan and Task List | ECSPT1/5 | B3- each HO have/ get access to AIS Data and bring to next meeting so this can be worked on as a group | **October 2023** |  |
| 3.3 | Work Plan and Task List | ECSPT1/6 | A5 - Create a list of Expert Contributors - HO's Regulatory Bodies, OEM's, End Users, Trade Associations | **October 2023** |  |
| 3.4 | Work Plan and Task List | ECSPT1/7 | ECSPT Chair - Add an additional task, the review of the product specifications for the in the relevant data products that we see fitting into this ECS market. Where will this go? S-44 Standard – International Requirements for INT Charts specification | **October 2023** |  |
| 3.5 | Work Plan and Task List | ECSPT1/8 | Shorten this task list and break them out into subtasks | **Permanent** |  |
| 3.6 | Work Plan and Task List | ECSPT1/9 | A4 - we don't feel necessarily that a mapping between these specifications is required. Need to be doing is engaging with the organisations that. Develop hardware standards adding and make sure that they're part of this conversation because they reference IHO standards. Comment not action – question to ask at next meeting | **October 2023** |  |
| 3.7 | Work Plan and Task List | ECSPT1/10 | ECS Chair - A2 to amalgamate and pull data together - think of format and where to store | **October 2023** |  |
| 3.8 | Work Plan and Task List | ECSPT1/11 | ECS Chair - B1 look to expand out the comment on the task list | **October 2023** |  |
| 3.9 | Work Plan and Task List | ECSPT1/12 | ECS Chair - B3 - change words make clearer | **October 2023** |  |
| 3.10 | Work Plan and Task List | ECSPT1/13 | A3 - Agree vessel segmentation - to put a little bit more words in - survey national regulations to agree on the common vessel regulatory segments | **October 2023** |  |
| 3.11 | Work Plan and Task List | ECSPT1/14 | B1 should be expanded a bit put the focus on the S100 parts | **October 2023** |  |
| 3.12 | Work Plan and Task List | ECSPT1/15 | B3 and B2 - more words to explain what the tasks mean | **October 2023** |  |
| 3.13 | Work Plan and Task List | ECSPT1/16 | B3 and B2 keep separate | **July 2023** | **Complete** |
| 3.14 | Work Plan and Task List | ECSPT1/17 | A6 - Charge Expert Contributors to Stakeholders | **July 2023** | **Complete** |
| 3.15 | Work Plan and Task List | ECSPT1/18 | Combine B3 and B2 | **July 2023** | **Complete** |
| 3.16 | Work Plan and Task List | ECSPT1/19 | Add a task that we come up with the recommendations as aim of PT - Report to ENCWG - HSSC and Council | **July 2023** | **Complete** |
| 3.17 | Work Plan and Task List | ECSPT1/20 | Add task re meetings | **July 2023** | **Complete** |
| 3.18 | Work Plan and Task List | ECSPT1/21 | A2- change to international regulatory requirements. Below ECDIS - say any regulatory requirements below what the SOLAS requirement is - so below ECDIS requirement within SOLAS requirement | **July 2023** | **Complete** |
| 3.19 | Work Plan and Task List | ECSPT1/22 | Add list of expert contributors A5 | **July 2023** | **Complete** |
| 3.20 | Work Plan and Task List | ECSPT1/23 | A2 shouldn't say international regulations because they there aren't any. Surely that should say existing national regulations below ECDIS | **July 2023** | **Complete** |
|  |  |  |  |  |  |
| **6.0 Plan Stakeholder Engagement Activities** | | | | | |
| 6.1 | Plan Stakeholder Engagement Activities | ECSPT1/24 | For each IHO Member state to find out who their regulatory body is who the best contact within that regulatory body is, that's going to have answers the questions we're looking to pose | **October 2023** |  |
| 6.2 | Plan Stakeholder Engagement Activities | ECSPT1/25 | Before we e-mail out any survey and we send out invites to ask for participation and expertise in this group. That we, look to combine mailing lists, come up with some sort of definitive list of contacts that the survey goes out to | **October 2023** |  |
| 6.3 | Plan Stakeholder Engagement Activities | ECSPT1/26 | Member States that are part of the ECS project team would provide a list of contacts under each of the headings. Spreadsheet ECSPT Members in – different Stakeholders CIRM ICENC PRIMAR OEM End Users Regulations MCA etc | **October 2023** |  |
| 6.4 | Plan Stakeholder Engagement Activities | ECSPT1/27 | IHO have the entire IHO mailing list for the HO's then for regulatory piece, get through the IMO mailing list - Member States if they have large contact points | **October 2023** |  |
| 6.5 | Plan Stakeholder Engagement Activities | ECSPT1/28 | Correspondence list of OEMs | **October 2023** |  |
| 6.6 | Plan Stakeholder Engagement Activities | ECSPT1/29 | IHO send out the survey under the IHO banner | **October 2023** |  |
| 6.7 | Plan Stakeholder Engagement Activities | ECSPT1/30 | Deadline for PT members to have work completed as per actions - before next meeting w/c 23rd October | **October 2023** |  |
|  |  |  |  |  |  |
| **7.0 Election of PT Chair/Vice-Chair/ Secretary** | | | | | |
| 7.1 | Election of PT Chair/Vice-Chair/Secretary | ECSPT1/31 | Andrew Richardson (UK) - Elected Chair of the ECS PT | **Permanent** |  |
| 7.2 | Election of PT Chair/Vice-Chair/Secretary | ECSPT1/32 | Dearbhla Campbell (UK) - Elected Secretary of the ECS PT | **Permanent** |  |
| 7.3 | Election of PT Chair/Vice-Chair/Secretary | ECSPT1/33 | No Vice-Chair was appointed | **October 2023** |  |
| 7.4 | Election of PT Chair/Vice-Chair/Secretary | ECSPT1/34 | IHO Member States - if you have a candidate for the vice chair position, please inform either IHO Secretariat or ECSPT Chair | **Permanent** |  |
| 7.5 | Election of PT Chair/Vice-Chair/Secretary | ECSPT1/35 | ENC WG ChairTom Mellor - to resend ENCWG Circular Letter asking for participants to the ECSPT - work with Yong for deadline of registration | **Permanent** |  |
|  |  |  |  |  |  |
| **8.0 Any Other Business** | | | | | |
| 8.1 | Any Other Business | ECSPT1/36 | ECS Chair - Make all resources used for the meeting available to group and online - i.e., slide deck etc | **Permanent** |  |
| 8.2 | Any Other Business | ECSPT1/37 | ECS Chair - Circulate docs for review and approval | **Permanent** |  |
| 8.3 | Any Other Business | ECSPT1/38 | IHO Secretariat to set up GitHub area for the ECS PT to store and share documents | **Permanent** |  |
| 8.4 | Any Other Business | ECSPT1/39 | Steve B Rep (UKHO) to send questions to survey once UKHO Market Research Team have finished revieing them. – additional meeting in Sep? | **September 2023** |  |
| 8.5 | Any Other Business | ECSPT1/40 | Chairs of the ENCWG & S101PT to brief their groups on what the ECSPT is about and get colleagues to join ECS PT and / Chair of the ECSPT as he will be at both meetings | **September / October 2023** |  |
| 8.6 | Any Other Business | ECSPT1/41 | Provide the contact information for either the IHO to engage directly through this team or for the for the HO to start having those conversations and start building up that bigger picture. – AOB decision need at next meeting | **October 2023** |  |
|  |  |  |  |  |  |
| **9.0 Next Meeting** | | | | | |
| 9.1 | Next Meeting | ECSPT1/42 | ECS Chair - Communicate date of next meeting – October | **Permanent** |  |
| 9.2 | Next Meeting | ECSPT1/43 | Next ECSPT Meeting to be held as VTC - 25th October | **September 2023** |  |
|  |  |  |  |  |  |