

**Minutes** of a meeting of the Association’s Europe and Africa Regional Committee held on 4 November 2024 from 10:00 BST via videoconference

## 1 Competition law compliance policy

The IMCA Competition Law Compliance Policy, which had been circulated with the meeting agenda, was drawn to the attention of all present.

## 2 Welcome and attendance

**MN** welcomed members to the meeting. Apologies for absence were recorded, with the latest meeting attendance now as follows:

Name	Company	Jan 202	Apr 202	Jun 202	Jul 202	Sep-24	This
Cinthya Lopes (CL)- Chair	Simwave	Attended	Attended	Attended	Attended	Attended	Attended
Rolf Røssland (RR)- Vice	NUI	Attended	Attended	Apologies	Apologies	Attended	Attended
Andrew Laing (AL)	Unique	Attended	Attended	Attended	Attended	Attended	Attended
Jannie Scholtz (JS)	Marine Mackay	Attended	Attended	Apologies	Apologies	Attended	Attended
Ekkehard Stade (ES)	Global Maritime	Absent	Attended	Attended	Attended	Apologies	Attended
JP Kearns (JK)	Stena	N/A	Attended	Attended	Apologies	Absent	Apologies
Anthony O'Toole (AO)	XOCEAN	N/A	N/A	Apologies	Apologies	Attended	Attended
Norman Skillen (NS)	Jan De Nul	N/A	N/A	N/A	N/A	N/A	Attended

Legend:

 Attended	 Part-Time	 Substitute	 Apologies	 Absent	 N/A
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Also present or joining via videoconference were:

David Bloom (DB)	IMCA,
Mary Ntamark (MN)	IMCA,
Giulia Luerti (GL)	IMCA,
Chelsea Antrobus (CA)	IMCA

## 3 Minutes of the previous meeting

### 3.1 Approval of the minutes

The minutes were agreed and were duly signed as an accurate record by the Chair.

### 3.2 Matters arising from the minutes not covered by the agenda

There were no matters arising from the minutes that were not covered by existing agenda items. All previous actions have now been met.

## 4 Elections: Bye-Laws

**CA** explained the IMCA election process and associated bye-laws. Details can also be found in the bye-laws.

The appointment of the Chair and Vice-Chair positions are handled by the committee and separate from the election process. Replacing committee members outside of an election cycle is also handled by the committee. Members may nominate and vote for up to 8 individuals for election as committee members.

**DB** mentioned that it might be worth having energy companies on the committee. **CA** said she would raise the point to management and see if it aligns with IMCA laws.

## 5 Elections Process

**CA** outlined a 5-step election process as follows:

- Step 1 – nominations open (2-weeks),
- Step 2 – nominations close & review (1-week),
- Step 3 – voting open (2-weeks),
- Step 4 – voting closed,
- Step 5 – close out election

Once the election is live, the relevant primary representatives (Global Co-Ordinator) will receive an email confirming that the election is now live and will be provided instructions on how to nominate individuals for their organisation. Copy recipient contacts (secondary representatives) will also receive an email identifying who they can reach out to, should they wish to participate in the election.

Individuals who are nominated will be able to login to the IMCA website to accept or decline their nomination and provide a candidate profile to support their nomination. **CA** encouraged the current membership to participate in the election

## 6 New membership

New member of Europe and Africa Norman Skillen from Jan De Nul introduced himself to the committee. Each member present introduced themselves to Norman.

## 7 Feedback from Aberdeen

**MN** gave an update on Aberdeen meeting. The event was successful; **RR** and **ES** who were present at the meeting gave positive reviews of the event. **RR** stated that some presentations had an element of sales pitch.

Feedback from the survey was positive mentioning that it was a great networking opportunity. Some lessons to learn were to include a group picture. **MN** mentioned she will get approval from speakers to share their slides. **ES** approved for his slides to be shared.

**RR** suggested including a no-show fee in IMCA events, considering this event was fully booked so more people couldn't sign up and then some didn't show up. **DB** responded that a fee may deter members from attending. **MN** will pass the feedback to the comms team. Next regional

## 8 Potential Agenda for next Regional

**DB** explained that the next regional anticipated in March/April might be too soon to organise in Africa, therefore proposing the next regional might be in Europe and then later in the year in Africa. A company in Ghana has offered to sponsor or SAOGA in Cape Town or Namibia.

**RR** mentioned that to defend travel costs the regional meeting should be aligned with another conference/seminar in the location of choice both for Europe and Africa. **DB** there is a conference in Cape Town in November for Oil Energy Week, but it is expensive. **MN** suggested collecting info on Africa regional events for 2025 happening that could align with IMCA regional meeting. **MN** explained that IMCA is planning to undertake a survey with comms to gauge EA members' interest in attending meetings in Africa. **JS** mentioned Central Africa is a good option for travelling both for delegates coming from Africa and Europe. He also stated that obtaining business visa for Namibia is quite challenging, therefore looking into Ghana or Ivory Coast might be better. **RR** stated there is a Diving Conference on 5<sup>th</sup> and 6<sup>th</sup> of November in Bergen, Norway.

**CL** stated that March is a good target for the next regional meeting. **RR** mentioned in March there is also the Underwater Defense Technology conference and a Deep-Sea mineral conference in Europe. **DB** suggested Margaret Fitzgerald from IMCA could present IMO and Decarbonization updates.

The following were discussed on potential topics:

**MN** mentioned that nature is a critical topic on organisations agenda along climate change that could be considered in the next meeting. **NS** said that Europe Emissions Trading System (ETS) is coming up for Europe and a possible topic. **ES** mentioned that the development of local content development and local talent in Africa is a good topic to discuss. **RR** mentioned that deep sea mining could be an option as a topic. **DB** mentioned to possibly target the Underwater Defense (military) as a topic.

## 9 AOB

**CL** raised the point that the meetings lately have been missing the main objective of the committee which is to talk about challenges and concerns of the members. It appears the focus has been on planning the next regional meeting. **MN** added that Lee Billingham who is the director of strategy and transition is planning to undertake an IMCA wide membership survey and that she will follow up with him on this.

**JS** said that there needs to be better communication between IMCA committees, for example sharing topics discussed in regional committees with other regional and core committees.

**DB** and **NS** raised the idea that for the Global Summit there could be an opportunity to talk to the EA committee. **MN** will report back on that.

## 10 Summary of action items

Action	Responsible	Target
Get approval from speakers to share slides Aberdeen event	GL	22 <sup>nd</sup> /11/2024
Look at the events for Europe and Africa to align with next regional	MN/GL	9 <sup>th</sup> /12/2024
Reach out to Margaret to talk to the next regional	MN	9 <sup>th</sup> /12/2024
Reach out to Rhys for Competence and Training talk	MN	9 <sup>th</sup> /12/2024
Reach out to Lee for Underwater Defense contacts	MN/GL	9 <sup>th</sup> /12/2024
Follow up with Lee and Comms for Membership Survey	MN/GL	9 <sup>th</sup> /12/2024
Raise Global Summit idea to comms team	MN/GL	9 <sup>th</sup> /12/2024

## 11 Date and location of next meetings

9<sup>th</sup> December 2024 at 10:00am BST

*Cinthya Lopes*  
Cinthya Lopes (Jan 7, 2025 08:28 GMT+1)

Cinthya Lopes

07/01/2025

Signed as a true record

Name

Date

# Europe and Africa Regional Committee

Final Audit Report

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