

ARCSOPT

Committee Meeting Minutes

09 July 2024



ASSOCIATION OF RESOURCE COMPANIES, SHIP OPERATORS, PORTS & TERMINALS PO BOX 350, Adamstown NSW 2289 Committee Meeting Minutes			
Date:	09 July 2024	Location:	MS Teams
Record of attendance and apologies			
John Finch (Chairperson)		Port Authority New South Wales	
Megan Suurenbroek (Secretary)		MER Solutions	
Port Authorities Sub-group			
Savio Fernandes (Deputy Chair Port Authorities)		Fremantle Port Authority	
Myron Fernandes (Committee Member)		Port Authority New South Wales	
Behrouz Daei Zadeh (Committee Member)		Pilbara Ports Authority	
Terminals Sub-group			
Mark Beale (Deputy Chair Terminals)		Port Kembla Coal Terminal	
Craig Longmuir (Committee Member)		Dalrymple Bay Coal Terminal	
Sarah Mitchell (Committee Member)		Newcastle Coal Infrastructure Group	
Resource Companies Sub-group			
George Mathews (Deputy Chair Resource Companies)		South 32	
Corey Carless (Committee Member)		BMA	
Robert Muniz		RIO TINTO	
Ship Operators Sub-group			
Vivek Venugopal (Committee Member)		NYK Line	
Rajeev Cardoza		NYK Line	
George Laou (Committee Member)		TMS	
George Evdaimon (Committee Member)		TMS	
Rohit Banta (Committee Member)		Synergy Group	
Associates			
Steve Ainscough		MER Solutions	
Hayden Latchford		Rightship	

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Apologies		
Carl Kavina (Committee Member)	Flinders Ports South Australia	
David Kelly (Committee Member)	Roy Hill	
Nicole Del Borrello (Committee Member)	Roy Hill	
Jonathon Willis (Committee Member)	Synergy Group	
Swapnodeep Mondal (Deputy Chair Ship Operators)	Anglo Eastern Ship Management	
Item 1	Welcome, Introductions and Apologies	
1.1	<p>Minutes of the Last Committee Meeting</p> <p>The minutes of the Committee Meeting held on 17 April 2024 were accepted as a true and accurate record.</p> <p>Apologies from Carl Kavina (Flinders Ports South Australia), David Kelly & Nicole Del Borrello (Roy Hill), Jonathon Willis (Synergy Group) and Swapnodeep Mondal (Anglo Eastern Ship Management).</p>	
Item 2	Outstanding Action Items	
2.1	<p>Formalising ARCSOPT as an industry body and Funding Model update:</p> <ul style="list-style-type: none"> Funding Model was endorsed at the 2023 In-Person Meeting, the wider membership will be charged a membership fee to fund the In-Person Meeting, Administration and Legal costs. Sought guidance and advice from other similar associations / organisations such as AMPI, Ports Australia, CSSF and Nautical Institute) ARCSOPT has been registered as an Incorporated Association with NSW Fair Trading. Australia Business Number (ABN) application has been completed. The membership fee has been set as 350 USD for the coming 12 months membership, commencing 01 July 2024 – 30 June 2025. Action: Distribute Membership invoices. 	Ongoing
2.2	<p>Terminal & Resource Company Subgroup Members update:</p> <ul style="list-style-type: none"> The committee endorsed Sarah Mitchell from Newcastle Coal Infrastructure Group to join the Terminal Subgroup. The committee endorsed BMA (representing BHP has a whole entity) under the Resources Subgroup. ARCSOPT Website – Committee structure has been updated. Resource Company subgroup still has one vacant position. Mark Beale to continue seeking interest for the Terminal Subgroup. 	Ongoing

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Item 3	Technical Proposals & Guidelines - https://arcsopt.org/publications/
3.1	<p>Technical Guideline 03/2023 – Marine Pilot Transfer Arrangements</p> <p>A revision of the Marine Pilot Transfer Arrangements is underway. This will include number of new items such as securing ropes, locations etc. The revised version will be circulated to the committee for review.</p>
3.2	<p>Technical Guideline 04/2023: Mooring Guidance Document</p> <p>No technical feedback received to date. However, it has been noted the Mooring Guidance Document provides a good representation of operations and aligns with various Port and Terminal standards.</p>
3.3	<p>Technical Proposal 05/2023: Pre-Arrival Questionnaire</p> <p>Refer to presentation for more details.</p> <ul style="list-style-type: none"> • ARCSOPT Terminal Subgroup met with the DITRDCA – Trade & Digital Team in Canberra on Monday 24 June 2024. DITRDCA is Department of Infrastructure, Transport, Regional Development, Communications and the Arts. • Meeting focused on ARCSOPT goals, harmonisation work undertaken, DITRDCA Maritime Single Window recent works. • Ensuring DITRDCA & ARCSOPT outcomes aligned. • Heavy focus on Cyber Security concerns, Data ownership and Service Provision • Funding mechanism to enable Scoping, if agreed develop data schema /standard – ARCSOPT IP. • DITRDCA indicated a timeline of 5 years before a system is available due to the requirements around Legislative changes in addressing the unified communication of information across all Government agencies. Also with an extended timeline to implement any ARCSOPT changes. • To proceed forward will leverage off their expertise and knowledge to develop a parallel solution, which could ultimately embed into the MSW in the future. <p>TMS informed the group of Q88. A key benefit with their platform is when one question is updated the flows through to all relevant questionnaires. This could be a good solution for the Pre-Arrival questionnaire. An opportunity could be to invite Q88 to provide a demonstration of their platform at the next committee meeting.</p> <p>In summary ARCSOPT goal is to facilitate a standardised approach to pre-arrival questionnaires in a format that can be used by any platform. The next step would then be for this type of questionnaire to be hosted by the most appropriate platform noting that ARCSOPT does not intend to have any commercial benefit arising from such an initiative.</p> <p>ACTION: Convene a workshop between Terminal / Ship Operators / Associate members.</p>

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Item 4	Sub-Group Chair Updates
4.1	<p>Port Authorities New representation from Pilbara Port Authority - Introducing Behrouz Daei Zadeh, Harbour Master Port Hedland Pilbara Ports Authority.</p> <p>Engine Power Limitations Refer to presentation for more details. A draft information paper to be developed and shared to the committee.</p>
4.2	<p>Terminals Other than the Terminal Subgroup work on the pre-arrival questionnaire noted above, nothing further to update.</p>
4.3	<p>Resource Company Nil to update.</p>
4.4	<p>Ship Operators Nil to update.</p>
Item 5	Safety Share
5.1	<p>Pilbara Ports Authority - Port of Port Hedland Two new Marine Safety Bulletins can be located here: https://www.pilbaraports.com.au/ports/port-of-port-hedland/safety-and-security/marine-safety-bulletins</p> <ol style="list-style-type: none"> 1. Marine Safety Bulletin 02/2024 - CCTV Camera Installation for Capesize Vessels >120,000 DWT from 01 Jan 2025. 2. Marine Safety Bulletin 03/2024 - PPA mooring standards (Port Hedland) this will be enforced from 01 Jan 2025. <p>ACTION: PPA to provide further details on these Marine Safety Bulletins at the next Committee Meeting.</p>
5.2	<p>Anchoring Related incidents findings from NYK</p> <ol style="list-style-type: none"> 1. Classification societies have different design criteria for anchoring arrangements. 2. NYK have now set guidelines to assist the ships master in decision making around when to use the anchor, especially relating to situations that may be perceived to impose additional commercial pressures. 3. NYK implemented inspection routine for anchor cables and systems. 4. Increasing classification society inspections of arrangements during dry docking. 5. DNV website has a lot of good resources and training. https://www.dnv.com/maritime/anchor-loss-prevention/ 6. Suggestion to develop an Information or Technical Paper with support from ARCSOPT.

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Item 7	Other business & closing
7.1	<p>Standardised Vessel Inspection Questionnaire From the 2023 In-Person Meeting, membership requested if MER Solutions and Rightship could collaborate on standardising the Vessel Inspection Questionnaire.</p> <p><i>Action: Convene a workshop to investigate options further.</i></p>
7.2	<p>2024 In Person Meeting Post committee meeting, the committee members voted and unanimously voted for the In Person Meeting to be held on the 23 October 2024, immediately following the PPA Forum. E-registrations will be sent out.</p>
7.3	<p>Next Meeting Next committee and wider membership meeting will be scheduled for 03 September 2024.</p>

John Finch - Chairperson	Megan Suurenbroek - Secretary
	