ARCSOPT Committee Meeting Minutes – 29 September 2026

ASSOCIATION OF RESOURCE COMPANIES, SHIP OPERATORS, PORTS & TERMINALS PO BOX 350, Adamstown NSW 2289 **Committee Meeting Minutes**			
Date:	29 September 2026	**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			
Myron Fernandes (Committee Member)		Port Authority New South Wales	
Behrouz Daeizadeh (Committee Member)		Pilbara Ports Authority	
Terminals Sub-group			
Renae Harmsworth (Committee Member)		Dalrymple Bay Coal Terminal	
Damon Knight (Committee Member)		Dalrymple Bay Coal Terminal	
Mark Beale (Committee Member)		Port Kembla Coal Terminal	
Madeline Giacomini (Committee Member)		Wiggins Island Coal Export Terminal	
Nick Beck (Committee Member)		Abbott Point	
Resource Companies Sub-group			
Katrina Harvison (Committee Member)		BHP / BMA	
Raul Sagar (Committee Member)		Rio Tinto	
Sadisen Pillai (Committee Member)		South 32	
Ship Operators Sub-group			
Jonathon Willis (Committee Member)		Synergy Group	
Petros Tripolitis (Committee Member)		TMS	
George Laou (Committee Member)		TMS	
Vivek Venugopal		NYK	
Swapan Mondal (Committee Member)		Anglo Eastern	

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Item 1	**Welcome, Introductions and Apologies**	
1.1	**Apologies:** • Carl Kavina - Flinders Ports • Rosie Stanbury – Hancock Iron Ore	
1.2	**Previous Meeting Minutes:** The minutes from the Committee Meeting held on 19 August 2026 are available on the ARCSOPT website - https://arcsopt.org/arcsopt-meetings/	
Item 2	**Outstanding Action Items**	
2.1	**Standardisation of Physical Inspections** An update will be provided at the upcoming ARCSOPT In-Person Meeting.	Ongoing
2.2	**Prevalence of Falsified Pilot ladder Certificates** An update will be provided at the upcoming ARCSOPT In-Person Meeting.	Ongoing
2.3	**Funding Framework** Two decision papers were prepared and distributed to the Committee for review and endorsement: **1. Proposed Executive Administrator Position** The Committee considered the proposal to formally recognise the Executive Administrator position within the ARCSOPT structure. Under the proposed arrangement, the Executive Administrator position will be funded for one day per week over the course of the Financial Year (1 July to 30 June), providing approximately 7 hours of support per week to the ARCSOPT Committee. The Executive Administrator will be accountable to the ARCSOPT Chairperson and will support the ongoing administration, coordination and operation of the Association. **2. Proposed Membership Fees and Funding Framework** ARCSOPT membership fees are reviewed annually to ensure the Association maintains sufficient funding to meet its ongoing administrative, operational and governance requirements. For FY2026–27, a modest increase to annual membership fees was proposed to reflect increases in operating costs while maintaining fees at a reasonable and sustainable level.	Endorsed

Category	2025–2026 Fee	Increase %	Proposed 2026–2027 Fee
Member	USD 385	3.9%	USD 400
Associate Member	USD 285	5.3%	USD 300

Membership Survey

The Committee noted the results of the recent membership survey, which sought feedback on ARCSOPT's future structure, direction and preferred funding model.

Key results included:

- 90% of respondents supported establishing a more formal and permanent structure for the Association.
- 65% of respondents supported a combined funding model incorporating increased annual membership fees together with industry contributions.

Based on the survey feedback, it was proposed that ARCSOPT adopt a combined funding model comprising two primary funding sources:

1. Annual Membership Fees
2. Industry Contributions

Committee Decision

The Committee endorsed both decision papers, including:

- The formal establishment and funding of the Executive Administrator position;
- The FY2026–27 membership fee structure of USD 400 for Members and USD 300 for Associate Members; and
- The adoption of the combined funding model comprising Annual Membership Fees and Industry Contributions.

Action: FY2026–27 membership invoices to be issued in accordance with the endorsed membership fee.

Item 3 Committee Update

General updates from Committee Subgroup Chairs

3.1

1. Terminal Operators

The Terminal Sub-Group has been working on vessel access. The Group intends to provide an update and present its work at the upcoming ARCSOPT In-Person Meeting.

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Item 4	Preparations for In-Person Meeting – 22 October 2026
4.1	**Planning for In Person Meeting 2026** The agenda for the upcoming In-Person Meeting was discussed. The calendar invitation has been distributed to registered attendees, with the meeting agenda attached.

John Finch - Chairperson	Megan Suurenbroek - Secretary
	