

Minutes of meeting held at the Onslow Beach Club,  
Second Avenue, Onslow  
Wednesday 14 October 2020

### ITEM 1 WELCOME AND INTRODUCTION OF MEMBERS

Chair welcomed all present and declared the meeting open at 4:15pm. The chair commenced meeting with an introduction of all members in attendance.

### ITEM 2 RECORD OF ATTENDANCE/APOLOGIES

**Present:**

PPA Staff:

Harbour Master, Regional Ports  
Landside Operations Manager  
Environment & Heritage Manager  
Stakeholder Engagement & Communications Advisor  
Director, Corporate & Government Affairs

Anurodh Prasad (AP)  
Jon Giles (JG)  
Dan Pedersen (DP)  
Tegan Read (TR)  
Deirdra Tindale (DT)

### ITEM 3 MARINE OPERATIONS UPDATE

*Harbour Master (Regional Ports) Anurodh Prasad*

AP discussed the following topics:

- **Safety update:** PPA's 12 month rolling Lost Time Injury Frequency Rate (LTIFR) is currently at 1.92 against the 2020/21 target of 1.58. PPA's high priority on safety procedures for all staff, contractors, and visitors was reiterated to the committee.
- **Throughput record:** PPA delivered a total throughput of 717.2Mt for the 2019/20 financial year. This result is an increase of 19.9Mt, or three per cent from the previous year and a new record for PPA.
- **Port statistics:** One marine incident, involving a tug boat, to report since the last meeting. As of 14 October, 348 LNG and 44 Condensate export cargoes have been completed since operations commenced. This averages 12 -14 LNG and two to three Condensate per month.
- **First commercial vessel:** The Ashburton Cargo Facility welcomed the first commercial vessel, the Bhagwan Dryden, on September 8, 2020. The vessel undertook crew change, refuelling and vessel husbandry operations while berthed at the facility.
- **Renewal of navigation lights WMT:** project to renew navigational lights WMT channel is in progress. With manufacturers no longer in business there are no spares available. There is no impact on shipping expected.
- **Sweeping campaign:** Last week PPA commenced its sweeping campaign in line with annual maintenance operations. Works are expected to take approximately four weeks with completion by beginning of November.
- **Security infrastructure project:** Ongoing infrastructure plans have been in process since Chevron's handover on December 1, 2018. Security infrastructure and solar powered gatehouse now complete with full remote security controlled via Port of Dampier or Port of Port Hedland from October 9, 2020.
- **Firefighting resources:** Temporary arrangements for fire protections have been installed with fixed infrastructure plans currently being progressed.

- **VTS annual stakeholder survey:** The annual VTS stakeholder survey has been completed with a 100 per cent positive response from respondents in relation to VTS safety. All port users and proponents with VTS interaction received the survey.

#### ITEM 4 LANDSIDE OPERATIONS UPDATE

*Landside Operations Manager, Jon Giles*

GJ discussed the following topics:

- **First Points of Entry:** PPA continues towards full compliance for the Port of Ashburton as a declared First Points of Entry (FPE) under the Biosecurity Act 2015 with the purchase of new cargo inspection, cleaning and treatment equipment currently underway. Overseas vessels wishing to call at the Ashburton Cargo Wharf can seek individual permission from the regulatory body (Department of Agriculture) during the interim period until FPOE approval is granted.
- **General operations:** The PPA Landside Operations team continue to coordinate access to the public berths for tug/pilot boat re-fuelling, water bunkering and water side berth survey operations on a daily basis. PPA Landside Operations personnel are physically on site 5 days per week at Ashburton Port
- **Port customers:** Discussions with numerous potential port customers are frequent and ongoing.

**SH:** A lot of people are going out to the port to have a look because of lack of signage

**JG:** We will take that on point and address additional signage around access.

#### ITE 5 ENVIRONMENT AND HERITAGE UPDATE

*Environment and Heritage Manager, Dan Pedersen*

DP discussed the following topics:

- **Coastal Processes Monitoring Survey:** As a requirement under MS1131, Chevron undertook a Coastal Monitoring Survey immediately prior to the transfer to PPA. As of May 2020, total net accretion in the Sand Extraction Zone (SEZ) since baseline is 209,000m<sup>3</sup> (+/-) 10,000m<sup>3</sup>, which is above the 200,000m<sup>3</sup> management trigger adopted in the Coastal Processes Monitoring and Management Plan (CPMMP). However, as these results are within the (+/-) 10 per cent error margin, PPA will await outcomes of the October 2020 Coastal Monitoring Survey to confirm results before triggering a management response (i.e. sand-bypassing). PPA have engaged BMT to implement the October Coastal Processes Survey, scheduled from October 20 to 26, 2020. This will be PPA's first Coastal Processes Survey under the conditions of MS1131.
- **Recreational Amenity:** In-line with Section 5.2.6 of the CPMMP, PPA conducts ongoing consultation and liaison with the Onslow Community through the Ashburton CCC forum to identify any impacts on the recreational amenity of beaches in the study area. Question posed by PPA to ACCC members was "*Have your normal recreational activities in coastal areas been affected as a direct result of the Port*". Nil feedback was received from ACCC members regarding recreational amenity of beaches (impacts or otherwise).
- **Technical Advisory and Consultative Committee (TACC):** The last meeting was held in May with updates provided on marine operations, dredging methodology followed by information share but industry partners. The next meeting is scheduled for November with an open invite extended to the BTAC representative in attendance.
- **Ashburton ASAP Results:** The fourth annual ASAP was completed in early June 2020. The ASAP aims to:

- Build a data set associated with sediment quality in the Port of Ashburton;
- Monitor changes, confirming baseline shifts if any, as a result of port development; and
- Provide current data (annually) so that if/when maintenance dredging is required.

Key outcomes from the ASAP (Year 4) include:

- Concentrations of metals (except Ni) in sediments are all below the National Assessment Guidelines for Dredging (NAGD)
- Nickel is naturally occurring at high concentrations within sediments within adjacent areas to the Port
- Sediment quality has largely remained unchanged
- Results confirm that the material is suitable for unconfined ocean disposal
- **Mangrove Habitat Monitoring Event:** PPA will be implementing the inaugural Mangrove Habitat Monitoring Plan in October 2020 to coincide with the Coastal Processes Monitoring Survey. This linked monitoring condition (in conjunction with the CPMMP) recognises that an alteration or destabilisation of the entrance of the local tidal creeks may have the potential to affect important habitats within tidal creeks, including mangrove communities. Outcomes of the mangrove habitat monitoring event will be provided at future ACCC meetings.
- **Inaugural Vertebrate Pest:** PPA will be contacting Animal Feral Pest (AFP) to conduct a vertebrate pest program at the Port of Ashburton between 15 and 20 October. The program coincides with the start of turtle nesting season to help prevent predation of turtle nests by foxes and cats.

## ITEM 6 COMMUNITY UPDATE

*Stakeholder Engagement and Communications Advisor, Tegan Read*

TR discussed the following topics:

- **2020 Recreational Vessel Safety campaign:** The annual Recreational Vessel Safety campaign was once again launched in June. The campaign featured ads on Spirit Radio, RedFM, and Inside Ashburton. Details shared on social media and among local marine groups as a safety reminder to all boat users. Committee members encouraged to circulate to their networks.
- **Website Redesign:** PPA is excited to announce its redesigned website is now live. The new site has been developed with enhanced technology to improve accessibility, optimise search results and with easy navigation.
- **Sustainability Plan:** PPA has undertaken a Strategic Gap Analysis to assess current work and preliminary opportunities in the development of a Sustainability Plan. The next step will be the Materiality Assessment. Stakeholders will be contacted in the coming months as part of the Materiality Assessment process.
- **2020 Stakeholder Satisfaction Survey:** Results from the 2020 survey have been presented to the Board and Executive with PPA retaining an overall reputation in the excellent range with a TRI\*MTM corporate reputation. The key findings are as follows:
  - Majority of stakeholders view PPA as having excellent processes and procedures (particularly relating to risk assessment); and its response is second to none.
  - Overall environmental performance was highly rated with emissions management seen as a positive opportunity for PPA to shine ahead of other global ports.
  - A mixed community engagement result with some stakeholders feeling engaged while others would like more consultation.
  - The Executive team have maintained an excellent rating with the team largely seen to be knowledge professional, transparent and open to communication.

- Increased tonnages reflect PPA's efficient operations
- Suggestions that consultation surrounding PPA's future strategy should be more frequent with increased transparency. Also strong improvement in rating with some stakeholders reporting that PPA has a strong consideration for future planning and growth.

TR thanked those who participated in the 2020 Satisfaction Survey and requested committee members update details prior to 2021 survey scheduled early in the new year.

### **ITEM 9 AOB**

Chair opened discussion for members and attendees to raise any questions or make comment.

Chair thanked all those in attendance and closed the meeting at 5:10pm

### **ITEM 10 ACTION ITEMS**

<b>Action No.</b>	<b>Action</b>	<b>Who</b>
1	NIL	