 <b>Transport</b> Roads & Maritime Services	CVAG Meeting Minutes	15 June 2017
		12:30pm – 3:00pm

<b>Date:</b>	15 06 2017
<b>Location:</b>	Ground Floor Training Room – Rozelle
<b>Chaired by:</b>	Simon Robards (0428805602) – GM Industry & Environment
<b>Meeting commenced:</b>	12:30pm

### Attendees

Simon Robards	Phillip Pitt	Shane Wilson
Hayley Ablott	Graeme Mugavin	Andrew Stirzaker
David Hunter	Richard Cordwell	Anthony Howarth
Howard Glenn	David Penny	David Garrett
Tricia Beatty	Madeleine Tewes	Ian Ford
Robyn Eales	Peter Franki	Glen Evans
John Paton	Neil Patchett	

### Apologies

Angus Mitchell	Jim Ward	Alan Barrett
Leslie Brix-Nielsen	Bill Collingburn	Alan Steber
Brian Hemming	Jody Hollow	Mat Savage

### 1. Welcome & Introductions (Chair Simon Robards (0428805602))

### 2. Apologies (Simon Robards)


Apologies were noted from Angus Mitchell, Leslie Brix-Nielsen, Brian Hemming, Jim Ward, Bill Collingburn, Alan Steber, Brian Hemming, Jody Hollow and Mat Savage.

### 3. Pumpout Facilities and Expired Flare Programme (Simon Robards)

It was noted that some vessels using the sewage pump-out facilities have been discharging sewage products containing a significant amount of 'cloth-type' wipes or hand towels, as opposed to degradable paper products only. Cloth type items regularly block pump flow, resulting in far more frequent maintenance call-outs than in previous years.

The Expired Flare Program was discussed and it was noted that the first season collected 7,000-8,000 expired flares and the current January/February 2017 boating season collected 12,000 expired flares.

It was noted that Leslie Brix-Nielsen, manager of Environmental Services at Roads and Maritime (RMS) has put together another expired flare program that will commence in

 <b>Transport</b> Roads & Maritime Services	CVAG Meeting Minutes	15 June 2017
		12:30pm – 3:00pm

October 2017 and another to start in 2018 with a further program to be included either at end of the boating season or in the middle of the year in 2018. This program will include visiting a number of inland sites. Information will be provided on the RMS website and posted on social media. The issue of the disconnect in timing between Old4New and flare collection will be addressed.


Neil Patchett addressed members in regards to the Old4New program which has completed its second last season of the contract. The program is run by TfNSW in collaboration with RMS. This coming season will test the potential of ongoing delivery by RMS at the conclusion of the contract.

#### **4. AMSA Transition Update (Madeleine Tewes)**

Madeleine Tewes addressed members on the AMSA transition update.

There are 12 projects underway under the National System transition program including (11 listed):


- Information Technology Build Project which is focused on designing, developing and establishing IT solutions to deliver services. Currently the project has completed build and test of the Certificate of Operation (CoO) system, Certificate of Survey (CoS) system has been built and is undergoing UAT. The next build phase will be focused on exemptions and equivalences. Work on delivery of the CoC functionality in the Microsoft Dynamics (CRM) product is being finalised.
- Data Quality Project which is focused on improving the quality of information on DCV stakeholders and cleansing data within the NDMS. The cleansing work is continuing in order to migrate data to the newly built IT solutions and ensure that processes for doing this with new data from Marine Safety Agencies (MSAs) is trouble free at go-live.
- Vessel Safety Project which is focused on developing and delivering the CoS and CoO related business processes, IT solution requirements and standards. Work is progressing. Compliance and Enforcement Project which is focused on designing a national compliance service model. Meetings with MSAs are being planned in the coming months to get their MOUs and SLAs agreed. The agreements will outline any ongoing compliance support agreed and joint investigation undertakings with each MSA.
- Forms and Reporting Project which is focused on supporting the development of user friendly and intuitive forms to support the certification process (both manual and IT system based). Currently all forms have been built and user testing has been completed, with DCV industry members through Domestic Vessel Industry Advisory Committee, Fishing Industry Advisory Committee, other industry associations, MSAs and individuals. Feedback provided has proven to be extremely valuable.
- Finance Project which is focused on providing the cost recovery mechanism for the National System operational costs post implementation and will enable authority for charging to recover costs. Following the decision in the November 2016 TIC, the project has undertaken a study with Deloitte Access Economics in an attempt to determine the DC industry's ability to pay the proposed levy. Workshops have taken place with a range of industry stakeholders in order to form a broader understanding of the financial and economic challenges facing industry segments. The outcomes of the study are with the Minister for consideration and it is expected will inform continued dialogue at the TIC forum.

 <b>Transport</b> Roads & Maritime Services	CVAG Meeting Minutes	15 June 2017
		12:30pm – 3:00pm


- AMSA Connect Project which is focused on ensuring that the interface between AMSA Connect and various DCV functions are defined and documented, and the required support material and systems are in place for AMSA Connect to service the needs of industry participants. Currently training is underway with Champions in anticipation of the early CRM roll-out in late June 2017. This will help give exposure to the IT solution which will underpin business processes within AMSA from go-live onwards.
- Jurisdictional Records Project which is focused on developing a solution for capturing digital and paper-based historic records held by MSAs. Currently SA, NSW, WA and NT have signed MOUs and a number of other states are close. These agreements will allow AMSA to receive post-2013 vessel records digitally. Similarly under the MOUs, MSA's will continue to offer access to vessel records for pre 2013 records.
- Industry Engagement Project which oversees AMSA's engagement and communication with industry. Currently work is progressing on the development and refinement of the National Communication Strategy and specific jurisdictional plans, focusing on effective methods of engagement and communication to support transition of services.
- Operational Integration Project is focused on providing exposure to regional AMSA staff of the DCV industry, including knowledge training, cultural preparation and experiences. the three planned workshops for 2017 have been run and the 'buddy program' has begun, which supports AMSA regional staff to shadow MSA staff while conducting DV related activities. This project compliments the service delivery and training project.
- Service Delivery and Training Project which is focused on supporting the development of AMSA's workforce enabling them to deliver National System Services. Currently work is progressing well on the overarching Training Plan which will ensure AMSA staff have the needed skills and understanding of business systems to undertake service delivery.
- Operational Transition and Contingencies Project which is focused on ensuring a smooth transition for both customers and staff as we move to full service delivery under the national system. Work is progressing with bi-monthly meetings held to keep MSAs up to date on the activities within the NST Program and one on one meetings being booked in the coming months to finalise the MSA specific Transition Plans.

#### Questions and comments by members

- Tricia Beatty: MyBoat is only for new vessels and as such is problematic for the fishing industry. In collaboration with Simon Robards, we developed a flow chart for decision support for the application process. System really needs to be in place well before 1 July 2018.
- Howard Glenn: What are the instructions for Boating Safety Officers (BSOs) with regard to compliance approach for DCVs?
  - Simon Robards: the focus for BSOs is first and foremost safety. BSOs will make compliance checks in accordance with the National Law, however in most instances RMS are not looking to remove operators from the water unless there is a significant safety issue. The BSOs are not authorised to hand out fines but can decide whether an offence requires an infringement, breach or formal warning.
  - Tricia Beatty: there have been reports of fishermen being told to get off their boats due to registration issues.

 <b>Transport</b> Roads & Maritime Services	CVAG Meeting Minutes	15 June 2017
		12:30pm – 3:00pm

- Simon Robards: the Mobile Safety and Compliance Team (MSECT) are expected to triage what is critical and what immediate action needs to be taken so that the vessel is safe on the water.
- Andrew Stirzaker: What protocol currently exists?
  - Simon Robards: RMS are in partnership with AMSA to provide compliance under National Law and wish to minimise the interruption to operators. If a major compliance campaign was to be planned it will be coordinated so as to minimize disruption to operators.
- Richard Cordwell: can accredited surveyors authorise Certificates of Survey?
  - Madeleine Tewes: no, these go to AMSA.. There may be delays if documentation is missing or if the case is deemed complex and high risk.
- Ian Ford expressed concerns over timelines and availability for surveys.
  - Madeleine Tewes: AMSA have a number of initiatives under way to address this concern, including updating the AMSA web page to reflect national availability of surveyors, supporting applicants to arrange bulk surveys and being flexible with amending survey dates to help communities with the effectiveness of these bulk surveys.
- David Garrett: What about the cost?
  - Madeleine Tewes: States have varying levels of cost recovery and the move to full cost recovery under federal arrangements will be felt differently around the country. CVAG members raised concern that AMSA’s proposed fee is double the current NSW fee.
- Tricia Beatty: will there be a project to establish cost recovery guidelines?
  - Madeleine Tewes: AMSA must comply with the Federal Government Cost Recovery Guidelines.
  - General consensus from CVAG members that the cost recovery design will not work as it stands. AMSA are aware of the issues.
- Anthony Howarth commented on the disconnect between the attitude of AMSA and customer needs.
  - Madeleine Tewes: there is an initiative to address these issues through AMSA agency-wide training.
  - David Penny: AMSA are tackling the backlog and are reallocating resources and existing staff to other duties to alleviate pressures on DCV in order to speed up the process.

 <b>Transport</b> Roads & Maritime Services	CVAG Meeting Minutes	15 June 2017
		12:30pm – 3:00pm

## 5. Historic Records (AMSA/RMS)

It was noted that RMS will retain historical records under a memorandum of understanding with AMSA. The process for retrieval of historical records will not change.

## 6. AMSA Operation Update (David Penny)

David Penny noted there are 253 accredited surveyors with 55 in NSW.

There have been a number of measures put in place to support Marine Surveyors. AMSA staff have been attending surveys for monitoring and reporting purposes.

There have been 4 suspensions and revocations of accreditations recently due to indemnity insurance which is compulsory under appointment.

A complaints management system has been created for DCV owners and operators to lodge complaints against surveyors.

A DCV safety management system project is underway which assesses SMS. A sample size of 400 will be selected across different class types and is expected to finish on 31 October 2017, with a report to be finalised by December 2017.

David Penny provided an update on compliance.

A Coronial Inquest was conducted in Perth in October 2017. There have been 18 DCV incidents since 1 January in NSW including 8 serious and 2 fatal - 1 fatality on the Maeve Anne barge and 1 heart attack whilst boarding DCV. Howard Glenn noted that neither of the two fatalities relate to anything the DCV system covers and that it is important to reiterate that NSW Commercial Vessels has a high standard with minimum fatalities. NSW DCV system should be congratulated on being fatality-free under the NSCV.

There have been 24 breach reports from NSW which are under assessment.

Questions and comments by members

- Peter Franki: How do you assess whether SMS is working?
  - Madeleine Tewes: There are various ways, one form of assessment is speaking with crew members about different scenarios and reviewing induction training and paperwork.

## 7. Introduction of NSW AMSA Liaison


Robyn Eales was introduced as the new NSW AMSA Liaison. Robyn Eales commenced on Tuesday 13 June 2017.

Robyn Eales details were provided to CVAG members as:

- Landline (02) 8918 1314
- Mobile 0409 561 916
- Email: Robyn.Eales@amsa.gov.au

## 8. Regulation and Standards Updates (AMSA)

Simon Robards (RMS) provided an update on Regulations and Standards. These included:

 <b>Transport</b> Roads & Maritime Services	CVAG Meeting Minutes	15 June 2017
		12:30pm – 3:00pm

- Exemptions 2, 6 and 40 have been slightly amended and will be online from 1 July 2017. A new exemption 41 for unpowered barges has also been included.
- Marine orders for Certificates of Survey are under review including Marine Order 503 (Certificate of Survey) and Marine Order 504 (Certificate of Operation).

Questions and comments by members:

- Peter Franki: the application for equivalent solutions is difficult to follow and more guidance is needed on how to apply for equivalent solutions.
- Tricia Beatty: Expressed concern that the 4 new training packages have increased in complexity with additional units being added within qualifications, as the objective was to decrease the complexity of obtaining qualifications. Provided example of Coxswains having increased from 38 criteria to 52.
- General consensus from members was that there was no industry consultation on review of training packages. It was raised by the BIA that they were only notified at the end of the consultation. Madeleine Tewes will communicate these concerns to AMSA.
- Tricia Beatty: raised concern that there has been no update from AMSA on the transitioning of existing operators to National Law certificate of competencies. Previously it was proposed for existing operators (that only hold a GBL) would have a pathway into a Cox 3 or Cox 2. The delay to review of Part D has effectively stopped progress on this.

## **9. NSW Maritime Divisional Realignment (David Hunter/Simon Robards)**

David Hunter addressed members in regards to the NSW Maritime Divisional Realignment which included:

- Industry and Environment now brings together the commercial vessel team, Investigations Unit, Environmental Services Unit, Marine Pollution Response Unit and the Mobile Safety Education and Compliance team (MSECT).
- David Hunter now looks after stakeholder management, policy and operational performance including implementation of Quality Regulatory Services which closely aligns with the work AMSA is doing with their trust and verify methodology.
- David Hunter requested CVAG members provide RMS with intelligence to better inform regulatory outcomes.


## **10. RMS Operations & Stakeholder Update (David Hunter)**

It was noted that the Marine Safety Legislation in NSW has recently been reviewed and updated. Marine Pollution Legislation reviews have commenced and the Marine Pollution Act is due in Parliament next year.

David Hunter has requested (if interested), CVAG members to ask their teams to look at the Marine Pollution Act and any suggestions the teams wish to make for the review.

Concerns were raised over waiting time on moorings and restrictions on commercial moorings. TfNSW along with RMS, DPI and supporting agencies are currently conducting a review of moorings including standards, environment, insurance and governance arrangements.

## **11. Industry and Environment Branch Update (Simon Robards)**

 <b>Transport</b> Roads & Maritime Services	CVAG Meeting Minutes	15 June 2017
		12:30pm – 3:00pm

Simon Robards provided a branch update stating:

- Commercial Vessels branch will continue to provide administration services up to the time of transition.
- Initial surveys will be reviewed on a case by case basis in regards to capacity to be completed prior to transition.
- RMS will commence actively withdrawing Periodic Survey services prior to transition and will provide a fair lead time to industry. It was noted this may be as early as end of 2017.
- Processing of Certificates of Competency will continue up until transition.

## 12. Centre for Maritime Safety – Maritime Safety Plan (Neil Patchett)

Neil Patchett provided an update on the Maritime Safety Plan.

The framework of the "Maritime Safety Plan" is based on the roads Safe Systems model and looks at safe vessels, safe people, and safe waterways. The new agenda will be different to the previous agenda by including more items, detail, actions, and deadlines.

There is an aim to have 30% reduction in fatalities and "move towards zero". A draft copy will be received before the end of the month for comment.

## 13. Marine 17 (Howard Glenn)

Howard Glenn provided details of the upcoming Marine 17 Conference including:

- Date: Sunday 30 July – Tuesday 1<sup>st</sup> August.
- Sold out trade exhibition
- 500 delegates expected to attend
- AMSA representation to discuss cost recovery, safety culture, regulatory role etc.

## 14. Other Business (ALL)

Alan Steber (apologies) has requested feedback from the Vessel Safety Unit on lightning protection. Has also requested feedback on statistics of breaches or fines under National Law. **AMSA to provide detailed NSW compliance statistics at the next CVAG meeting.**

Tricia Beatty: in preparation of the privatisation of marine surveys, a website has been created with the Australian Institute of Marine Surveyors (AIMS) for a notification service of survey deadlines. **Madeleine Tewes requests details from Tricia Beatty to circulate.**

- PFA were looking to mark fishing gear with AIS to prevent losses of up to \$500,000 per year. AMSA have now confirmed that AIS cannot be used for this purpose. PFA now looking to secure funding for a FRDC research project to look at other options.
- Seafood Directions conference to be held 28 - 29 September at the Sydney ICC.

### Next Meeting (Simon Robards)

Early November 2017.

## 15. Close