



MINUTES OF MEETING

Chair	Erica Smyth (Chair)	Minutes	[REDACTED]
Present	Jim Limerick (JL); Trish Kerin (TK); Ken Fitzpatrick (KF); Tony Evans (TE); Melinda Hodkiewicz (MH); Stuart Smith (CEO) Lisa Schofield, General Manager, Resource Division, Department of Industry, Innovation and Science		
Apologies	Mike Lawson, Deputy Secretary, Department of Industry, Innovation and Science		
In attendance	Agenda item 09 - Cameron Grebe, Head of Division, Environment (CG) Agenda item 10 - Derrick O’Keeffe, Head of Division Safety and Integrity, Representatives from SaferTogether: [REDACTED] [REDACTED] Representatives from APPEA: [REDACTED]		
No.	Item		
1.	Welcome and apologies		
	The meeting commenced at 11:00. The apology of Mike Lawson was noted.		
2.	Disclosure of interests/conflict of interest declarations		
	[REDACTED]		
3.	Confirmation of Minutes of Meeting 25		
	The minutes of the previous meeting were accepted as circulated.		
4.	Actions Arising – Schedule of Actions Arising		
	The actions arising table was reviewed and updated.		
5.	Correspondence for Noting		
	The Board noted correspondence as circulated. [REDACTED] advised that [REDACTED] had been reappointed for a three year term and all present extended their congratulations.		
6.	NOPSEMA Quarterly Report		
	The NOPSEMA Operational Report, National Quarterly Report and Legislative Change Update reports were taken largely as read. The CEO provided an update on the recent meeting he and [REDACTED] had with the Minister and his recent address to the 2018 APPEA CEO Forum while at the APPEA Conference the previous week. The CEO highlighted in both forums his concerns about messaging from industry and the potential complacency on safety matters. The CEO noted:		
	<ul style="list-style-type: none"> • [REDACTED] 		

- The way in which current data could be read with a positive or negative message. E.g. maintenance had not been cut and the rate of dangerous occurrences was down, however serious injuries and near misses had increased. CEOs also appear to have delegated responsibility for safety to others in their organisations.
- APPEA had provided a submission to the Senate inquiry into the work health and safety of workers in the offshore petroleum industry, however there were no other industry submissions despite keen interest in a House of Representatives inquiry into business impediments.
- While SaferTogether worked well in Queensland, having separate chapters in WA/NT and none in south eastern Australia could result in different models being used across the country.
- The NOPSEMA Annual Offshore Performance Report would be published in July during a forum with CEOs and COOs to workshop issues. NOPSEMA also intended to hold a workshop with Health and Safety Representatives (HSRs) later in the year, with support from the ACTU.

██████████ commended the CEO on his efforts and stated the Minister had included messaging on safety performance and transparency in his opening address at the APPEA Conference.

Members noted it was important to continue to deliver these messages and ██████████ suggested the CEO would be welcome to deliver them during his presentation at the Hazards Conference in June.

██████████ queried whether NOPSEMA provided updates to the general public on its activities. ██████████ and CEO replied that information is provided to the public but NOPSEMA's main focus was on industry and holding companies accountable. ██████████ noted that messaging needs to keep being promulgated through mediums such as *the Regulator* magazine. It was noted stakeholder engagement information could also be published on NOPSEMA's website along with other data reporting.

Members also discussed it would be useful to have offshore and onshore safety data from other states and territories to determine patterns and trends. The CEO noted data from other jurisdictions was not easily accessible however he would seek this data again through SafeWork Australia.

The CEO provided the following observations from the quarterly report:

- An update was provided on the DoF diving incident investigation. This investigation was ongoing and lessons learned would be shared as soon as they were available. The CEO advised he had provided updates recently to the Minister for Resources and the Unions. A briefing was also pending for the Shadow Minister at the request of the Minister.
- In response to a query regarding the Griffin matter, the CEO advised that the time given to address the recommendations from the initial inspection had not been met, so the notices were re-issued.
- The Asset Energy seismic survey had generated significant interest from politicians and various community groups. The survey was completed with no adverse impacts observed to marine life. NOPSEMA were preparing a summary of the course of actions for the Minister's office.
- ██████████ queried Woodside's challenge following being asked to provide a revised safety case. This challenge related to actions which included the removal of an SSIV and changes to

	<p>their safety critical categorisation. Discussion followed on the definition of the term ‘safety critical’ in an approved safety case and the use of Management of Change (MoC) processes for changes to facility risk controls. The CEO reiterated that NOPSEMA inspectors would continue to focus on the use of MoCs during inspections.</p> <ul style="list-style-type: none"> • NOPSEMA would provide a submission to the Senate inquiry into the framework surrounding the prevention, investigation and prosecution of industrial deaths in Australia. • The inaugural internship program had been completed. Members complemented NOPSEMA on providing the ability for engineering graduates to undertake a practical work assignment. It was noted that engineering students require a 12 week practical placement in order to graduate and opportunities to do this were extremely limited. While not just an issue in Australia, members noted this was an area where industry could be doing better. • ██████ queried whether NOPSEMA had the right people to meet its requirements. The CEO stated he had no concerns with the possible exception of the Communications area which had limited capacity to meet the increasing demands (particularly in regard to potential drilling in the Great Australian Bight) from media, ministerial offices and the Department, and the need to conduct more workshops. • ██████ asked if there were further updates on the barrier failure causal analysis project for the International Regulator’s Forum (IRF). The CEO replied he would be able to provide an update following the IRF Conference in early June.
<p>7.</p>	<p><i>For Information: Policy Update</i></p>
	<p>This item was considered to have been sufficiently covered in the preceding workshop with representatives from the Department of Industry, Innovation and Science.</p>
<p>8.</p>	<p><i>For Discussion: Upcoming parliamentary inquiries</i></p>
	<p>Members discussed the likely format of the forthcoming inquiries and noted that ██████ will be appearing on behalf of the Board at the Inquiry into offshore petroleum safety.</p> <p>ACTION: ██████ to provide supporting / reference documents for ██████ for use during the hearing.</p>
<p>9.</p>	<p><i>For Discussion: Referral – Improving stakeholder engagement</i></p>
	<p>CG joined the meeting at 13.20 and provided a background to the referral and thanked the Board for its consideration. CG was asked if NOPSEMA had the ability to generate automatic responses to incoming queries. He replied that NOPSEMA currently had limited ability in this respect however a project was being considered to enhance capability.</p> <p>Members discussed the use of data analytics; the Consultation Hub used by DIIS; the introduction of a public comment period for environment plans; and the possible impacts to scheduling for industry.</p> <p>██████ noted it was important that stakeholders were acknowledged as well as being provided with advice on when and how their response would be considered.</p> <p>██████ noted the Stakeholder Management Plan was very insightful and demonstrated the complexity and variety of NOPSEMA’s stakeholders. ██████ noted that the unions were not listed in the plan. It was suggested that environment matters should be included as a standing item for bilateral meetings so that messaging on NOPSEMA’s responsibility for both safety and the environment was reinforced.</p>

	<p>Members briefly discussed the new Community Environment Reference Group (CERG) and requested an update at the next meeting.</p> <p>ACTION: ██████████ to note to include an update on the CERG for the next meeting.</p>
10.	<p>Presentation: SaferTogether for Safety</p> <p>Derrick O’Keeffe, Head of Division, Safety and Integrity and representatives from SaferTogether and APPEA joined the meeting. ██████████ and ██████████ delivered a presentation on the development of SaferTogether in Queensland and its introduction to WA and the NT.</p> <p>SaferTogether was described as a broad church of operators, suppliers and contractors working collaboratively to simplify, standardise and embed safer, consistent and efficient outcomes. ██████████ acknowledged that APPEA’s role was as a policy and advocacy body and they did not see the benefit of duplicating a model such as SaferTogether. A member of the APPEA CEO Safety Forum serves on the Safety Leaders Group of SaferTogether and NOPSEMA will be invited as an observer to two meetings per year.</p> <p>Discussion followed the presentation on the transition of some safety responsibilities from APPEA to SaferTogether; participation with international standards and how success will be measured.</p> <p>██████████ thanked everyone involved in the discussion. DOK and the SaferTogether and APPEA representatives left the meeting at 14:50.</p> <p>Members then discussed APPEA’s ability to maintain involvement at the level needed for safety. ██████████ and CEO agreed to seek a meeting with the APPEA ██████████.</p> <p>Members agreed SaferTogether was a good model, with the right leadership levels and was a positive way forward. The exception of sub-contractors from the model was noted.</p> <p>ACTION: ██████████ to circulate a copy of the presentation to members.</p> <p>ACTION: A meeting to be arranged with the ██████████ with the APPEA ██████████.</p>
11.	<p>Any Other Business</p>
11.1	<p>██████████ sought feedback on the format of the meeting and any other business.</p> <ul style="list-style-type: none"> • All agreed the format of the meeting was good and allowed appropriate time for discussion. • All agreed having LS available in person was useful, as was the policy workshop. It was considered this should be a regular occurrence. • ██████████ asked that as ██████████ had met with the Minister at the recent APPEA Conference, whether another meeting should be sought where all members could attend. All agreed it was not seen as necessary at this time.
11.2	<p>██████████ advised ██████████ would commence preparation of the content for the annual report for the ██████████. ██████████ advised the content is due to be submitted by the end of July.</p>
	<p>Meeting closed at 15:10</p> <p>Next Meeting: Wednesday 22 August 2018</p>