



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); Derrick O’Keeffe (A/CEO); Lisa Schofield (DIIS observer via telephone)		
Apologies	Mike Lawson, Deputy Secretary, Department of Industry, Innovation and Science Stuart Smith, Chief Executive Officer, NOPSEMA		
In attendance	[REDACTED] [REDACTED] – item 10		

No.	Item
1.	Welcome and apologies
	The meeting commenced at 12:00noon. The apologies of Stuart Smith, Mike Lawson and [REDACTED] were noted. [REDACTED] participated via telephone.
2.	Disclosure of interests/conflict of interest declarations
	[REDACTED] [REDACTED]
3.	Confirmation of Minutes of Meeting 23
	The minutes of the previous meeting were accepted as circulated. [REDACTED] queried the number of reference cases stated in item 11. Members considered the number should be 4 not 11. ACTION: [REDACTED] to clarify the number of reference cases and amend the minutes.
4.	Actions Arising – Schedule of Actions Arising
	A/CEO advised he will provide an update to the Board on the report on offshore cyber security and safety cases at a future meeting. The status of the discussion paper on how NOPSEMA could make better use of environmental reportable and recordable information was queried. ACTION: [REDACTED] to confirm whether the discussion paper has been completed.
5.	Correspondence for Noting
	No correspondence was received during the quarter.
6.	NOPSEMA Quarterly Report
	Lisa Schofield joined the meeting by telephone. [REDACTED] joined the meeting.

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	<p>The NOPSEMA Operational Report, National Quarterly Report and Legislative Change Update reports were taken as read.</p> <p>A/CEO advised the report is endeavouring to provide more context and explanation rather than predominantly being a statistical report. He further noted the statistics don't provide real context as they are different from the National Quarterly Report due to internal interpretation i.e. the operational report calculates assessments as completed; the National Quarterly Report assessments are calculated as received.</p> <p>The A/CEO provided the following safety highlights.</p> <ul style="list-style-type: none"> • Approaching the end of the period for transitioned Well Operations Management Plans (WOMP) assessments. Hopeful of clearing the remaining WOMPs by the end of 2017. • Diving safety breach matter – Technip have pleaded not guilty. The matter has been adjourned until 30 January 2018 where a trial date will be allocated. Due to numerous delays, the A/CEO stated the effectiveness or impact of prosecutions can be lost. Once a brief of evidence is submitted, the CDPP have ownership of the process. NOPSEMA will review its approach or methodologies to prosecutions. <p>ACTION: █████ suggested the Board could have a broader discussion about improvement notices versus prosecutions at a future meeting.</p> <ul style="list-style-type: none"> • Enforcements – A/CEO highlighted there has been four serious injuries this year and four incidents of potential fatalities. CEO and Head of Division Safety & Integrity conducting meetings with operator senior management to educate. The message to industry is “are you paying attention?” Inspections are being effective noting the incidents are reported as low-level however they don't necessarily describe trends as they are weak signals. NOPSEMA will develop recommendations from the signals. • Failures in the “permit to work” safety procedures, especially wrt electrical isolation and gas lines, were discussed and noted as potential early warning signs in areas of training and loss of experience. • A/CEO noted a progressive enforcement action being undertaken with BHP, Expro and Diamond Offshore following a series of gas releases. It was noted the equipment had not been tested and was deficient for the job. It is understood BHP were aware of deficiency and allowed the equipment to continue to be used and they did not notify NOPSEMA. • The Board had a discussion about the need for operators who experience an adverse event to go back to the assumptions on which the risk assessment is based and challenge them, then reconsider the controls. They expressed a concern that this challenging of assumptions is not taking place. • █████ suggested an accelerated factual letter to operator CEOs could be an effective method to get their attention. <p>█████ provided the following environment highlights.</p> <ul style="list-style-type: none"> • Of the nine assessments received, one was a refusal to Spectrum due to poor consultation and failure to demonstrate how they would manage environment impacts and risks. • There were three enforcements notices since 30 September, an enforcement action has been undertaken with Shell due to a similar issue as Inpex Ichthys facility for biofouling. • The reference case concept is progressing well. The Energy Institute (UK) has indicated interest for coordinating and developing the reference cases.

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	<ul style="list-style-type: none"> • Expressions of interest are being sought for 12 members for a Community Reference Group. The group will meet twice a year. Members are being sought from various sectors including conservation advocacy, fishery industry, community-based organisations and other groups with functions, interests or activities relevant to NOPSEMA's jurisdiction. • [REDACTED] queried why a journalist is seeking a Freedom of Information request regarding the incidents at the Northern Endeavour facility. <p>ACTION: A/CEO to advise issue surrounding the NOGA freedom of information request.</p> <ul style="list-style-type: none"> • [REDACTED] noted 183 liaison meetings during the quarter appeared to be a high number. [REDACTED] explained the calculation includes phone calls as well as face to face meetings. The Board noted the external view of lack of interaction by NOPSEMA is not necessarily accurate. • LS provided an overview of the Labor party's intention to put forward a Senate motion to conduct an inquiry into workplace health and safety in the offshore petroleum sector and comparisons with the Workplace Health and Safety Act. Item discussed further at item 10. • [REDACTED] noted NERA provided satisfactory feedback to NOPSEMA for their Regulatory Performance Framework. • Safety & Integrity Division is undergoing recruitment of six staff due to impending retirements over the next six months. Discussion re loss of experience within NOPSEMA as baby boomers retire and whether further transition to retirement options need to be made available such as part-time and mentoring roles. • [REDACTED] provided feedback regarding the NOPSEMA Roles/staff table suggesting the table requires improvement. The Board agreed the table would benefit from justification about the number of staff vacancies however the agency is well equipped to perform its function. <p>[REDACTED] left the meeting.</p> <p>The Legislative Change Update (Attachment B) was discussed, in particular, deferral of the Design Notification Scheme (DNS).</p> <ul style="list-style-type: none"> • [REDACTED] queried the reason for deferring the DNS legislative change priority. • LS explained the concept of DNS is good however, DIIS trying to determine the process for implementation into the safety case process. A significant number of questions have been presented which require further consideration before presenting to the Minister. The focus is about improving safety outcomes. • [REDACTED] noted a panel in 2015 determined DNS was beneficial for new technology and early engagement would be beneficial to industry. He noted the benefit to the regulator is that it knows best practice and could improve safety outcomes. • Board members raised concern about the duration of progressing this issue and offered to assist DIIS by way of a forum to work through the DNS issues. <p>ACTIONS:</p> <ul style="list-style-type: none"> - NOPSEMA CEO to provide a brief update paper regarding NOPSEMA's view on the DNS following his overseas visit. - Forum to be established between the Board and DIIS to discuss the Design Notification Scheme legislative change priority on either side of the next Board meeting (28 February 2018).

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	<ul style="list-style-type: none"> Australia presented a Dynamic Positioning system case study which is an example of weak signals developing into insights on a global scale. The Board noted positive international feedback NOPSEMA is receiving for the DP story in <i>The Regulator</i> publication. The CEO will deliver presentations at the 2018 IRF meeting on “The Value of the Regulator”; and “Data and Aviation”.
9.	<i>For Discussion: Changing industry risk profile</i>
	The A/CEO noted the industry is approaching a period of stability as well as a significant growth period. NOPSEMA intends to stop accidents and educates industry.
10.	<i>For Information: Red Tape Inquiry and possible Parliamentary Inquiry</i>
	<p>██████████ joined the meeting.</p> <p>██████████ advised the Board the Red Tape Inquiry was an independent inquiry with regard to environmental assessments and approvals. NOPSEMA was represented at the hearing however, did not provide a written submission. The Committee’s report agreed NOPSEMA should be a model for onshore approvals as well as offshore.</p> <p>The Australian Council of Trade Unions is pursuing a motion to commence a parliamentary inquiry into safety. If the motion is supported, it could commence in February 2018. The Board noted the CEO has met with the Shadow Minister for Resources to discuss this issue. NOPSEMA considers the inquiry is not necessary.</p>
11.	<i>For Discussion: APPEA HSE Update</i>
	<p>The Board discussed structural changes occurring at APPEA noting two models are being reviewed. The first is the “Safety Together” approach based in Queensland and predominantly onshore. The second approach is the Stand Together For Safety forum which is based on the UK’s Step Change in Safety initiative. ██████████</p> <p>██████████</p>
12.	<i>For Discussion: Medivac</i>
	A/CEO described an incident of a Medivac that was delayed by several hours due to the unavailability of the jet ambulance back to Perth. The jet was assigned to another job. This highlighted the potential for multiple demands for the jet and that this may not be a one-off event. NOPSEMA had initiated a review to determine the extent if any of this issue.
13.	<i>For Information: NERA Update</i>
	<p>██████████ provided an overview of NERA noting it is one of six industry growth centres created by Government to foster growth and innovation in the coal; uranium and oil and gas industry sectors. NERA’s goal is promote collaboration and connectivity with the industry sector. Government funding is provided for projects. Eight project initiatives were recently approved.</p> <p>NERA is assisting NOPSEMA with the transparency and reference case project.</p>
14.	<p>Any Other Business</p> <p>It was noted that the ██████████ of IOGC ██████████ was visiting Perth and would be presenting at the APPEA AGM function tomorrow.</p>

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	<p>ACTION: ██████ and Acting CEO to seek a meeting with ██████.</p> <p>██████ requested input from members on any other matters they wished to raise.</p>
14.1	<p>██████ advised she had visited the State Supervisor of Mines (SSM) in the Netherlands on 14 November and delivered two presentations regarding “Fitness to Operate”; and “ISO 55001 Asset Management Standard”. SSM were interested in the role of the Board and sought further information. ██████ noted the SSM have been preoccupied with the 2012 earth tremor associated with the extraction of gas from the Groningen field and the subsequent attention and pressures this has placed on the SSM.</p> <p>██████ attended the Institute of Asset Management Annual Conference in London where mooring line standards and integrity are being review.</p> <p>ACTION: ██████ to circulate the paper ‘Application of improved asset integrity management practices on offshore floating facilities’ by ██████ of AMOG consulting focussed on mooring line failures and the current work on a new API RP 2MIM Recommended Practice document.</p>
14.2	<p>██████ visited UK HSE laboratories where they’re researching integrity of composite repairs and the integrity of corroded bolted flanges.</p> <p>In June 2018, the Hazards Australia conference will be held in Perth. ██████ noted CSB Board member ██████ will engage with NOPSEMA while in Perth. A/CEO offered NOPSEMA to provide a speaker at the event.</p> <p>During October, ██████ presented a paper on the future of safety following learnings of a global committee.</p> <p>ACTION: ██████ to circulate papers from HSE meeting and web links from the safety webinar.</p>
14.3	<p>NOPSEMA and the ACTU are scheduled to have their next bilateral meeting on 20 December. The ACTU have requested the agenda include the NOPSEMA Advisory Board report as an agenda item. The A/CEO asked whether the Board would like to attend the meeting to speak to the item; or the A/CEO could provide a verbal report on outcomes at the bilateral meeting.</p> <p>The Board’s consensus is the report to the Minister is confidential therefore release of the report would be at his discretion. Representatives of the Board amenable to attending the bilateral meeting as an observer however, not inclined to engage in dialogue or discuss issues not already in the public arena. It was noted the Board is knowledge-based and advisory, not a representative board. ██████ and ██████ volunteered to attend as observers.</p>
	<p>Meeting closed at 15:45.</p> <p>Next Meeting: Wednesday 28 February 2018</p>