



PORT COMMUNITY CONSULTATION COMMITTEE - BUNBURY
WEDNESDAY 10 FEBRUARY 2021

MEETING MINUTES

PRESENT	Mike Ansell (Chairman)	Steve Lewis (CEO)
	Anne-Louise Dubrawski	Monica Birkner (GM Sustainability)
	Brian Rettinger	Robert Alexander (GM Port Devel.)
	Mark Ritchie	Lee Smith (RM)
	Michael Pekin	Duncan Gordon (Env. Mgr.)
	Murray Webb	Les Turner (Harbour Master)
	Nicolas Pozniakov	Brenton Wohlrab (Port Manager)
	Raymond Jordan	Tori Castledine (Corp. Affairs Advisor)
	Tresslyn Smith	Jo Mills – (Communications Officer)
		Carol McKenzie (Committee Secretary)
APOLOGIES	Fiona Fitzgerald	John Barratt (Director)
	Michelle Steck	Jane Andel (Director)
		Keith Wilks (COO)

The Chairman opened the meeting at 5:00 pm.

Mike Ansell opened and welcomed everyone to the meeting and acknowledged that Steve Lewis, Robert Alexander and Tori Castledine were joining via TEAMS.

1. Declarations of Interest

There were no declarations.

2. Minutes of Previous Meeting

The minutes of the meeting from 4 November 2020 were confirmed by the Committee members as true and correct.

3. Action Items from Previous Minutes

The Charter was signed by the Board and emailed to Committee Members on 8 January 2021 (Action item 3.1)

The link to the 2020 Annual reports was emailed to Committee Members on 29 October 2020 (Action item 4.1)

Lee Smith advised that Brian Rettinger has provided a scoping document outlining what would be needed for Port Tours and noted that it is good to have Brian Rettinger helping with progressing this project. Brian added that another working session will be needed. Lee put forward their idea of using a smaller vehicle for the tours as it would offer a better service due

to the high-risk areas. Lee added that we are still looking into virtual reality tours which are expensive, but we would have the option of showcasing all three ports on our website. Mike Ansell suggested that if the Port Tours are going to take a long time to commence, the Port could consider holding a Port Open Day. Tori Castledine noted Albany Port are holding an Open Day on 24 April 2021, which will be a good test on how the event can be done in our current Covid world. It will also enable us to plan for one in Bunbury at a later date. (Action item 8.1)

The PCCC meetings have moved back to the Southern Ports Boardroom (Action item 13.1)

5:12 pm Rob Alexander joined the meeting via TEAMS

4. Feature Topic – Stakeholder Survey Results (Steve Lewis)

Steve Lewis gave a presentation on the Stakeholder Survey Results:

Steve stated he is pleased to come back to the PCCC with feedback on the Stakeholder Survey Results and thanked Nicolas Pozniakov and Anne-Louise Dubrawski for their responses to the Stakeholder Engagement questions.

The Stakeholder Survey is a good way to see how we are going, and Stakeholders involved in the survey are from a range of groups from Government, large customers, smaller customers and the community. Steve noted that it is pleasing to see the good work done over the last twelve months is moving Southern Ports in the right direction.

Southern Port's overall corporate reputation has achieved a score of 61 which is nine points higher than the previous high in 2017 and covered the areas of overall reputation, success achieved, efficient and well-managed, favourable impression and trust.

The Comparison results 2016-2020 show that State Government is a little down possibly due to fewer Agencies involved in the survey. Paying Port Users were slightly down but Non-Paying Port Users had a significant increase. The results from the community are the best we have ever had.

Community Stakeholders in each region consider Southern Ports efficient and well managed with the Esperance community valuing Southern Ports as a major employer in the region.

Identified areas of improvement through the survey included better communication between Southern Ports as a whole and port users, potential environmental concern and limitations with public access.

The results give an idea of where Bunbury sits with favourable ratings, valuable feedback and good learnings. These results will be discussed at the Board meeting next week.

5. Southern Ports Executive Update (Steve Lewis)

Steve Lewis provided the following update:

Steve noted the Executive leadership team has been operating in Southern Ports for one year today and it has been wonderful to have the new team and that they are regionally based.

Trade is going well, and we continue to work to facilitate sustainable trade across all three ports. The supply chain information is now in our GIS system and we have had a request from Fremantle to share our data.

We are currently working on updating our strategy.

Robert Alexander is working with GHD and overseeing the Masterplan for all three ports. The upgrade to a Masterplan has shown Bunbury has more potential. The Masterplan will enable us to plan, prepare and adapt future works in the port.

The Turkey Point Road and Bridge project approval time has been extended. Robert Alexander and Iain Robinson are involved in the approval process.

There was a great response to the Covid lockdown with Southern Ports communicating and strategizing within one and a half hours from the announcement from the Premier.

The Advanced Manufacturing hub is progressing with the South West Development Commission. We are working with the South West Development Commission on a feasibility study for an Intermodal Terminal

Steve asked the Committee Members for their thoughts on a proposal which has been put forward to paint a mural on approximately 400 square metres of the Southern Port's green screen wall. There was a short discussion around the mural.

Brian Rettinger congratulated Southern Ports and our customers on the record trade for December 2020.

5:48 pm Steve Lewis left the meeting

6. New Staff and Safety and Security Update (Lee Smith)

Lee Smith provided the following update:

We are working on the Emergency Management Plan for Berth 8 which is a unique operation with a large potential risk profile. The OHS team have been working behind the scenes to get the document completed and sent to Port Users.

A survey boat moored at Berth 5 sank this week after a heavy rain event but with the response of Harbour Services the vessel was retrieved quickly and successfully.

The staff member with the LTI reported at the last meeting is recovering well.

In January we had an intruder running around the Outer Harbour who was quickly apprehended by Police.

The Security Services tender went out to market and we have received all the tender documents which are now under review. The contract will be for a three to five-year period. Brian Rettinger enquired if Security take care of the CCTV cameras. Lee Smith advise they can monitor them, but Southern Ports look after all the CCTV equipment. Mark Ritchie asked if the contract was for all three ports. Lee Smith advised that it is for Bunbury only.

Lee introduced Brenton Wohlrab who joined us in early January in the position of Reliability Officer. Southern Ports has been experiencing difficulty in securing someone for the Port Manager role due to the tight job market. Brenton has now stepped up to take on the role as Port Manager and is doing an excellent job with the team.

We have just signed the documents for two electricians who are replacing staff who have left. We have also engaged an electrician to back fill a role where the staff member has moved into a Supervisory role.

Lee introduced Jo Mills who is our new Communications Officer and will be reporting to Tori Castledine.

7. Environmental Report (Duncan Gordon)

Duncan Gordon provided the following update:

Southern Ports is working with the City of Bunbury who are undertaking mosquito surveys throughout port land and treating any areas where they find larvae. We have been working with the City of Bunbury on mosquito control for the last ten years.

Wrack removal is currently underway clearing wrack from the channel prior to dredging.

We have completed the Molecular (DNA) survey of priority marine pests in port waters. The report shows there was only one low level detection of the European Fan Worm but nothing of concern. The good result validates the ballast water exchange that is done out at sea.

The Detailed Site Investigation is now complete for the Outer Harbour and foreshore area for the future development. The Voluntary Auditor Report (VAR) was submitted to DWER in December for classification of the site and what remediation work may be required. There is nothing of great concern in the area.

We have submitted an application for a Fauna Causing Damage Licence to cull seagulls that have become an issue at the Outer Harbour.

Southern Ports is involved in the Capel to Leschenault Coastal Hazard Risk Management and Adaption Planning (CHRMAP) exercise to look at future coastal and inland water risks, storm events and coastal erosion. This is necessary to see what future climate change risks may impact our infrastructure.

Fairy Tern breeding this year was unsuccessful with practically no birds nesting.

8. Southern Ports COVID-19 Response (Lee Smith)

Lee Smith provided the following update:

The response by staff and stakeholders to the Covid lockdown and the requirement to wear masks was exceptional. A couple of audits were undertaken with 100% compliance. There was also a fantastic response by the whole community.

We have submitted the number of frontline workers to WA Health for Covid vaccinations, with particular focus on the pilots.

The new Covid variants are a concern and we are continuing with vessels being out at sea or anchor for fourteen days before they come into port.

Although the lockdown is currently over our pilots continue to wear masks as part of their PPE requirements to board vessels.

9. Project Updates/Port Development Structure

Robert Alexander provided a presentation on the following:

a) Turkey Point Access Bridge

The Turkey Point Access Bridge project was approved by government in May 2019 using Royalties for Regions funding. The construction of the road and bridge is important for future expansion of the Inner Harbour to accommodate increased trade.

We are currently going through the Section 38 approvals process and working through the EPA component to ensure there is minimal impact to the environment.

Brian Rettinger voiced his concerns that the PCCC had not seen drawings or been given information regarding the bridge. Robert Alexander stated the bridge was part of the Revised Inner Harbour Structure Plan which was presented to the PCCC in 2019 and currently is only a concept drawing while Southern Ports is following the approval process required by the EPA. Robert acknowledged Brian's concerns and stated he will take these on board on how to better inform PCCC members on projects.

Robert Alexander stated that detailed design will not commence until the project has received approval.

Brian Rettinger enquired if there is going to be any community consultation. Robert Alexander stated the project was subject to public exhibition during the environmental approval process and, there will be additional targeted stakeholder engagement as per requirements from EPA.

Brian Rettinger queried who approved the project. Robert Alexander advised that it was approved through the Royalties for Regions and we are following all the necessary processes to progress the project.

b) Master Planning – Bunbury

Master Planning for Southern Ports commenced last year in Esperance and is now being conducted in Bunbury. The Albany Master Planning will commence shortly.

The contract for the Master Plan has been awarded to GHD and there are eight phases for this project. Bunbury is currently in phase one and two. All development options are linked to trade forecast scenarios. Brian Rettinger requested that the Committee Members get sent a copy of the presentation slide and dates. Robert advised that we have no set dates for each phase but is happy to send the slide to members. Nicolas Pozniakov enquired if the Master Plan could be represented in the form of a Gantt chart. Discussion was had around Gantt charts and how they can be difficult to understand.

A survey for the Master Plan has gone out to the community through our website, Facebook and LinkedIn. Brian Rettinger voiced his concern regarding using Facebook as a platform for the survey due to several inappropriate and negative responses and felt that Facebook may be targeting the wrong audience for the survey. Tori Castledine stated that this was the best way for Southern Ports to have the community complete the survey. Tori noted that all useful comments are noted and collated. Discussion was had around the use of social media as a platform.

Brian Rettinger added that he and Mike Ansell attended a Master Plan brainstorming session with Iain Robinson.

c) Port Development Team Structure

Robert Alexander stated that Glen Pikor has joined the Port Development team as the Engineering Manager, previously with Fremantle Port Authority and is based in Bunbury.

Johannes Snyman has joined the Port Development team as the Asset Manager and is based in Esperance. Johannes brings with him many years of experience in Asset Management.

Iain Robinson joins the Port Development team in the role of Projects and Planning Manager and is based in Esperance. Iain has ten years of experience as a Marine Consultant and dealing with Master Plans.

The Port Development team are building capabilities to understand the asset requirements across all three sites.

10. Port Trade (Lee Smith)

Lee Smith provided the following update:

December was a record trade month with 1.845 million tonnes of product moving through the port. This is a great result considering the impact of Covid last year and cements the importance of staying open and continuing to trade. January trade was also above average, and we expect to exceed our forecast for the financial year.

Berth 8 is expected to be at 90% capacity for March.

We held the Port Users Committee meeting this morning with Bunge giving a presentation showing the great southern had an excellent year for grain products and Bunge expect this to be a record year. This shows the resilience of exports as a whole.

We are in negotiations and discussions regarding the southern side laydown area particularly regarding break bulk cargo.

We currently have a Rig Tender at Berth 1 undergoing maintenance. The vessel would normally do maintenance in Kwinana but there were no berths available, so we were able to allow them the use of Berth 1 for six to nine weeks.

We are working with a local fuel company on a bunkering licence in the Outer Harbour.

We have received several new customer enquiries and the Master Plan will look at the reality of these for future planning.

11. Marine Trade (Les Turner)

Les Turner provided the following update:

The tender for the refurbishment of the engines of the pilot launch, the Tuart, is currently in the legal stage with Terms and Conditions being finalized for the preferred tenderer. Once the contract has been awarded to the tenderer it should take eight weeks for the full refurbishment.

The annual dredging campaign has commenced with the start of a trawler removing between 15 and 20 tonnes of wrack per day. Southern Ports has an exemption from the Department of Primary Industries and Regional Development (DPIRD). The dredger is due to arrive 10th March 2021 and will be here for approximately three weeks. The seabed levelling contract is in the final stages and levelling will be done at the same time as the dredging.

The new bollard has been installed at Berth 3 and is undergoing commissioning. The bollard will allow larger vessels to be moored safely and securely. We are currently working on the process and procedures with staff and stakeholders.

12. Media (Tori Castledine)

Tori Castledine provided the following update:

Tori welcomed Jo Mills to Southern Ports and to the meeting.

Southern Ports ran a big campaign on 16 Days in WA with an excellent response from stakeholders and the community. Free self-defense classes were run at all sites and all classes were booked out quickly.

A media release was distributed for the Bunbury Master Plan with a link to the survey. We have received a lot of feedback from social media and although there are several negative comments it is good to know the thoughts from the community.

Brian Rettinger raised concerns regarding the Master Plan survey being put on social media and enquired about what policies are followed and who decides what goes out on social media. Tori stated that all policies and processes are approved by the Board and everything is approved before it goes onto any social media. Tori also stated social media is the best way to get out to the community and Southern Ports is working on filtering comments. Brian added that this could compete with the PCCC's role in the community. Tori stated we are unable to touch everyone and capture the wider community through the PCCC and this in no way diminishes the role of the PCCC.

A Seafarers Secret Santa was undertaken across all three ports and was a great way to do something for the seafarers. The Covid pandemic has affected everyone in a big way but particularly seafarers, some of whom have been at sea and away from family for up to eighteen months.

Tori mentioned the suggestion that a mural be painted on the Port's green screen wall and asked the committee members for their input. Mike Ansell stated this could be a good place to paint the history and progress of the port.

13. Community Questions/Issues (PCCC Members)

There were no questions from the committee members.

14. Any other Business

Mike Ansell spoke on the following topics: -

- a) Approval of Minutes via circular resolution.

Mike enquired if the members were happy to try the circular resolution approval process for the current Minutes. All committee members agreed.

- b) Meeting frequency

Mike suggested to the members that as well as four meetings a year, the committee could possibly have another activity styled meeting. Tori added that Albany PCCC meet six times a year including an activity while Esperance met four times a year, one meeting includes a Port Tour. Esperance have a combination of a presentation or feature topic as well as their general

meeting. Tori said each PCCC operates differently and suggested it would be best to only increase the number of meetings per year if there was extra information that needed to be discussed.

c) Joint PCCC opportunities

Brian Rettinger enquired if there was opportunity for Bunbury PCCC members to attend the occasional Albany or Esperance PCCC meeting if they are in the area and queried how the three committees could share information. Tori Castledine will contact the PCCC Committees in Albany and Esperance to seek their views on the suggestion.

d) Activities

It was suggested that a separate meeting be held for activities such as a Port Tour or guest speakers and presentations. The Committee were all in agreement.

Mike Ansell enquired if, due to the length of meetings, there was a possibility for information being presented at the meetings to be forwarded to Committee Members prior to the meetings to enable them to be more informed for the meeting.

Mike Ansell thanked everyone for attending the meeting.

Meeting closed at 7:10 pm

DATE OF NEXT MEETING: Wednesday, 12th May 2021

Mike Ansell
Chairman
Community Consultation Committee - Bunbury

ACTION ITEM LIST

FROM MINUTES OF PORT COMMUNITY CONSULTATION COMMITTEE - BUNBURY

10 February 2021

ITEM NO	ACTION	DATE AROSE	ACTION BY	STATUS
7.1	A copy of the Molecular (DNA) survey to be sent to members	10 Feb 2020	D Gordon	
8.1	Update to be given on Port Tours	4 Sept 2019	L Smith	Ongoing
9.a.1	Turkey Point Bridge to be included on Agenda	10 Feb 2021	R Alexander	
9.b.1	Send a copy of the Master Plan presentation slide to the Committee	10 Feb 2021	C McKenzie	
9.b.2	Masterplan Survey Link to be sent to Committee	10 Feb 2021	C McKenzie	Sent to Members 22/02/2021
14.b.1	Chair and Lee Smith to meet to discuss meeting dates	10 Feb 2021	L Smith/M Ansell	
14.c.1	Tori Castledine to contact Albany and Esperance PCCC regarding PCCC collaboration	10 Feb 2021	T Castledine	