

BS44130007

**See distribution**

**MINUTES OF THE MEETING OF THE VISITING SHIPS PANEL (NUCLEAR) HELD  
AT s 33 - security ON 29 JUNE 2023**

**Attendees:**

s 47F - privacy

HNE (Chair)  
HNE (Chief of Staff)  
NPSO  
JHC  
MAROPS  
ARPANSA  
ARPANSA  
NEMA  
NEMA  
DSTG  
DFAT  
DHAC  
ASA  
DCCEEW  
NFPB  
HNE (Secretary)  
HNE (Staff Officer)

**Apologies:**

s 47F - privacy

ASA  
IP DIV  
HNE (Staff Officer)  
ANSTO  
ANSTO  
ARPANSA  
IP DIV  
IP DIV  
DCCEEW

**ITEM 1: OPENING**

1. The Chair, s 47F - privacy (RAN), declared the meeting open at 1330.

**ITEM 2: WELCOME AND APOLOGIES**

2. The Chair welcomed the panel members making note of new attendees who were representing absent existing panel members. The Secretary made special mention of the late withdrawal in attendance of s 47F - privacy (ANSTO) due to s 47F .

**ITEM 3: PREVIOUS MINUTES**

3. The Secretary informed the panel that the minutes from the last meeting have been distributed for comment with no further correspondence received. Acceptance of the previous minutes was proposed by the Chair and accepted by the panel.

**Decision:** Minutes accepted

**ITEM 4: MATTERS ARISING**

**4/1/Feb 21 – Reference Accident**

4. [s 47F - privacy] (ARPANSA) was invited to update the panel on the status of the Reference Accident. [s 47F - privacy] informed the panel that the project was tracking to the proposed plan timeline. Project One was provided to the VSP(N) in March 2023 for comment, however, no further comments were received. Project One was therefore completed in March and finalised in April. Project Two is currently tracking for completion in August with a subsequent consultation period. [s 47F - privacy] informed the panel that on completion of both projects, a meeting and/or workshop will be proposed with the TWG in September to work through the findings of Project One and Two which will direct the writing of the preliminary report.

5. The Chair then invited members to highlight any issues around scheduling for engagement. No queries or issues were raised around scheduling for engagement.

**Decision:** ARPANSA to continue with progression of Project Two for review and discussion at the next meeting.

**4/2/Oct 2021 – Review of OPSMAN 1**

6. The Secretary tendered apologies for [s 47F - privacy] (RAN) and deferred to [s 47F - privacy] (RAN) for an update on the status of the OPSMAN 1 review. [s 47F - privacy] (RAN) informed the panel that the OPSMAN 1, Edition 11 review was complete, accepted and formally signed by HNE. [s 47F - privacy] (RAN) informed the panel that this edition would be the final review of the document before the transition to the new regulatory system. Minor changes may be accepted in some circumstances.

7. The Chair thanked the panel for the positive engagement in support of the review and thanked all for their input.

**Decision:** The Secretary to distribute OPSMAN 1 Edition 11 to relevant parties and supplied for publication on the ARPANSA website.

**4/3/May 23 - Review of Port Validation Outcomes**

8. The Secretary informed the panel that port validation activities had been conducted in Hobart, Darwin, and Brisbane since the March 2023 VSP(N) meeting.

s33(a)(iii)

s33(a)(iii)

10. [s 47F - privacy] (RAN) informed the panel that both Port of Darwin and Port of Brisbane has been endorsed and approved by HNE. [s 47F - pi] explained that the exercises run by both ports were satisfactory with no significant areas of concern. [s 47F - pi] outlined that the Brisbane NPWVC was coordinating the Gladstone port validation. Discussions with the Brisbane Chair (also the Gladstone Chair) indicated there was a significant amount of work to progress Gladstone's NPWVC organisation, emergency preparedness and response structure to support a validation. The Gladstone Chair requested input from NEMA in plan development. Intention is for the Master Attendant to inspect Gladstone in late 2023 with the view of primary validation activities and endorsement to occur in the second quarter of 2024.

11. [s 47F - privacy] (RAN) informed the panel that the Port of Melbourne pre-visit has been conducted and all indicators at this time suggest Melbourne will be in a position to be validated in October 2023. [s 47F - p] then informed the panel that discussion initiated from the Office of HNE (OHNE), querying the need to validate Melbourne as soon as October, noting the current resource drain with multiple port validations and visits. The Chair then clarified the matter, explaining that the increase in operational visits had created resource tension and that validation decisions should be made with a full understanding of the resource pull on the primary stakeholders. The Chair then invited feedback from the major stakeholders on this subject.

12. [s 47F - privacy] (RAN) explained that Darwin had been validated due to a prospective visit which had since been cancelled. [s 47F - p] explained the prolonged process of Darwin's validation to the panel; a validation made difficult due to the absence of visits and included the failure to successfully complete the first exercise, before demonstrating the required competencies at the subsequent exercise. [s 47F - pi] then detailed the primary lessons learnt from the Darwin validation process being:

- a. A lack of recent port validations due to reasons including COVID and shortage of resourcing. [s 47G - b] expressed the need for a prioritised port validation schedule due to the increase in operational visit tempo;
- b. Ports that historically had fewer visits appeared to not been adequately planning, resourcing and executing validation activities; and,
- c. NEMA participation in the validation process was invaluable. The representative was able to clarify the flow of emergency information, requests and available resources. [s 47F - p], on behalf of the VSP(N), requested the presence of a state NEMA liaison officer at future meetings. [s 47F - pi] [ARPANSA] echoed the importance of a NEMA representative and their invaluable input during validation processes.

13. [s 47F - privacy] (NEMA) informed the panel that the NEMA representative that attended the Darwin validation activities had also reported the positive interaction and information exchange. [s 47F - pi] also explained that NEMA was undertaking a restructure which will enable greater state engagement, with state-based liaison officers.

14. The Chair explained that although the VSP(N) was the current lead agency for nuclear

visits with the transition to a *Nuclear Navy* there was an increased need to liaise with state and national level emergency management agencies to develop ways to respond at a national level.

**Decision** – TWG to engage in support of a priority port validation schedule in an attempt to reduce the resource burden on agencies at both federal and state level.

s33(a)(iii)



**ITEM 5: NEW BUSINESS ITEMS**

s33(a)(iii)



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s33(a)(iii)

19. The Chair informed the attendees that OHNE require panel feedback within three months. As such, the intention is to engage in a focused discussion at the next VSP(N) meeting in September 2023. The Chair also requested draft resource impact statements be submitted prior to the September VSP(N) meeting, to facilitate discussion by the panel at the meeting. The Chair stated <sup>s 47F - priv.</sup> intent to brief Chief of Navy and ASA of VSP(N) capability thereafter. The Chair highlighted that should agencies identify significant resource concern, it is requested that early identification and discussion with OHNE be sought.

s33(a)(iii)

#### ITEM 6 – OTHER BUSINESS

6/1/Jun 23

20. <sup>s 47F - privacy</sup> (RAN) informed the Chair that a drafted security plan will be forwarded to the Master Attendant for revision and comment. The Secretary informed the Chair that it would be reviewed and discussed by the TWG.

s33(a)(iii)

#### ITEM 7 – NEXT MEETING

22. The next meeting has been scheduled in the <sup>s 33 - security</sup>   
   
 The Chair concluded the meeting by thanking everyone for their attendance.

23. The meeting was closed at 1418.

s 47F - privacy

s 47F - privacy RAN  
Chair

s 47F - privacy

s 47F - RAN  
Secretary

**Enclosures:**

- 1. NPW Visits - s 33 - security

**Distribution:**

s 47F - privacy

- HNE (Chair)
- ASA
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- ASA
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