



TASPORTS TECHNICAL ADVISORY CONSULTATIVE COMMITTEE

INTRODUCTION

The establishment of the TasPorts Technical Advisory Committee (TACC) is part of the Tasmanian Ports Corporation (TasPorts) objective of strengthening relationships with stakeholders across all sectors to ensure sustainable growth, in response to evolving community and market needs. To deliver on this commitment, TasPorts aims to provide clear and timely communication to all stakeholders regarding its investment, to facilitate broad understanding of the objectives and impacts, and encourage feedback and participation in the consultation process.

The TACC has a role in all future capital and large maintenance dredging programs undertaken at any of the ports and its involvement will ensure informed decision-making by port authorities and regulators. The TACC will meet as required to facilitate discussions and provide input and advice to TasPorts on proposed dredging and disposal activities.

This document describes the operation of the TACC. It provides a Terms of Reference and operational guidelines, including membership, responsibilities, reporting and remuneration. The formation and operation of the TACC is fully in line with national best practice under the National Assessment Guidelines for Dredging and is a pre-requisite for long-term dredging permits under the *Environmental Protection (Sea Dumping) Act 1981* (Cth).

SCOPE

The TACC has been established as an independently chaired consultative group, focusing on dredging and disposal activities within the port limits of all ten ports managed by TasPorts:

1. Bell Bay
2. Burnie
3. Currie (King Island)
4. Devonport
5. Grassy (King Island)
6. Hobart
7. Lady Barron (Flinders Island)
8. Stanley
9. Strahan
10. Whitemark (Flinders Island)



TERMS OF REFERENCE

The overarching role of the TACC will be to comment and provide advice to TasPorts on matters relating to dredging and disposal activities within the port limits of all ten ports under its management. The TACC will enable informed decision-making by port authorities and regulators, while satisfying the consultation requirements for obtaining long-term Commonwealth and State government permits.

The activities that the TACC will be consulted on include:

- capital dredging programs
- maintenance dredging programs
- dredged material placement within approved spoil ground
- alternative sediment management options (i.e. sea bed levelling)
- planning and administrative issues associated with the above including the development of management and monitoring plans, management of spoil ground capacity, dredge program planning and other issues as they arise and are relevant to these Terms of Reference.

There will be capacity to raise and have limited discussion on other matters not directly related to dredging and disposal. Where appropriate, such matters will be recorded and referred to TasPorts for discussion/action in other forums.

The Committee will be used as a forum for and an exchange of information and updates on general TasPorts developments.

Specifically, the TACC will:

- Provide an ongoing forum to help manage the environmental, social and cultural values of each port and its surrounds in relation to dredging and dredge material placement.
- Aid communication between key stakeholders, subject experts and TasPorts, thereby providing a forum where points of view can be discussed and clarified.
- Facilitate information flow to stakeholders, relating to the basis of the application for sea dumping permits.
- Create a forum for key stakeholders to provide advice and comment on the development of permit applications.
- Raise issues for the consideration of TasPorts, State agencies and/or relevant Commonwealth agencies as necessary.

The primary role of the TACC is to provide sound input and advice on issues. The TACC is not a consensus-seeking committee and as such will not seek outcomes based on a majority or unanimous view. Recording various viewpoints, which may differ between stakeholders, will be an important aspect of the TACC process. TasPorts will carefully consider TACC advice when making decisions but is not required to make decisions consistent with the advice of the TACC.

A review of these Terms of Reference will be undertaken by members of the TACC within 1 year of inception.

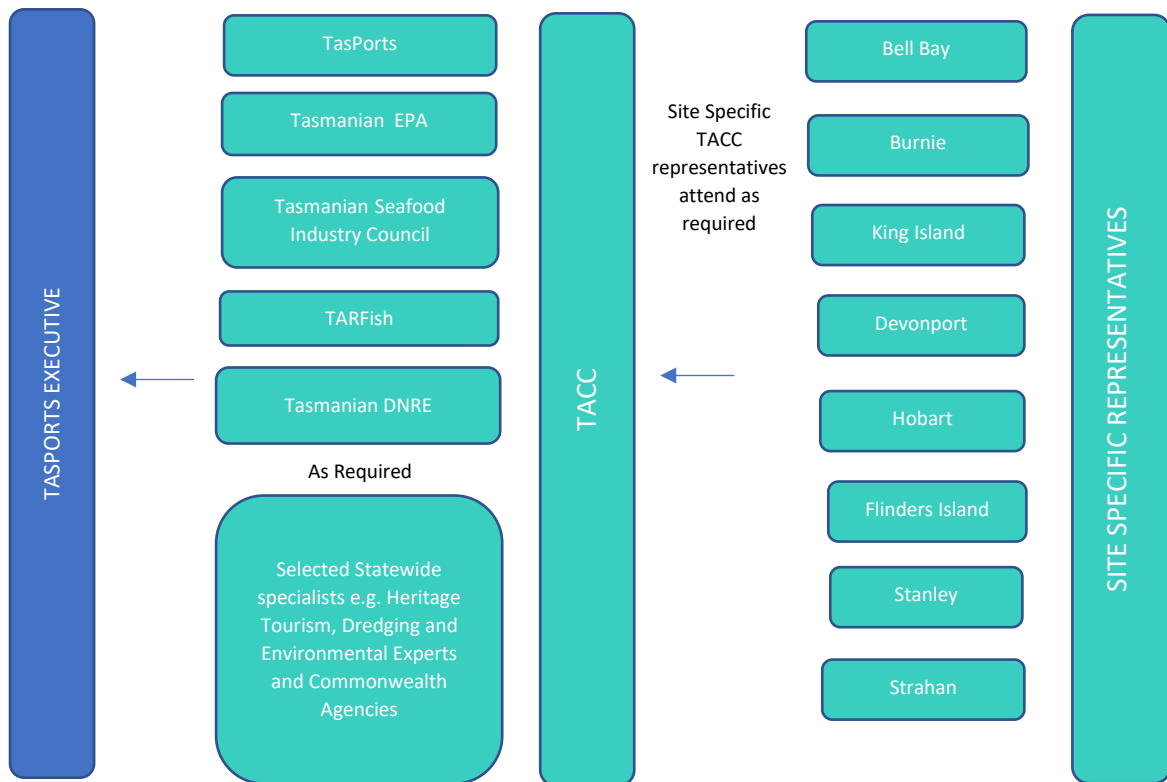


TACC STRUCTURE

The structure of the TasPorts TACC differs from a standard one-tier structure that most ports adopt. The TasPorts TACC consists of two-tiers of membership:

- i. standing members who are expected to attend most meetings to promote continuity and consistency; and
- ii. site specific TACC representatives, who will be selected according to location, nature and extent of planned activities.

This structure is show in the diagram below.



The structure enables consideration of issues to be focused at either state-wide level, or at a local port specific level.

TACC MEMBERSHIP

Standing membership for the state-wide TACC will be drawn from relevant State, local government, and non-government organisations as well as industry and community stakeholder groups with expertise, responsibilities, or interest in dredging in Tasmanian ports. The Committee will consider inputs from site specific representatives as well as additional stakeholder and technical input as appropriate.



The TACC will have an independent chair, with representation from the following stakeholder groups, noting that in some cases, stakeholder groups will delegate attendance:

- TasPorts – Harbour Master; General Manager (Major Projects); Communications representative; and Manager Environment and Sustainability
- Manager, Tasmanian Environment Protection Authority (EPA)
- Director Marine Resources, Department of Natural Resources and Environment (DNRE)
- Tasmanian Seafood Industry Council
- TARFish
- Site specific representatives (see below)

Site specific representatives should consist of stakeholders with specific port/location expertise or who have an interest in the marine and coastal areas surrounding the port. These may include the following:

- local councils
- Chambers of Commerce or other business representatives
- fishers (recreational and commercial)
- surf and dive clubs
- Yacht clubs and recreational boat users
- tourist organisations or operators
- natural resource management groups
- Tasmanian Aboriginal representatives
- Local environmental groups
- Local residents and/or community groups

TACC MEMBER RESPONSIBILITIES

TACC members should at all times in meetings act diligently, impartially, conscientiously, in a civil manner and to the best of their abilities. In providing inputs, they should:

- Put views clearly and concisely and accept compromises where necessary.
- Be respectful towards other members.
- While advocating for any particular organisation, interest group or regional concern, act in the best interests of the community as a whole.
- Be prepared to observe confidentiality and exercise tact and discretion when dealing with sensitive issues.
- Contribute to discussion in an objective and impartial manner.



- In consultation with TasPorts, be prepared to consult with members of their stakeholder group as necessary to effectively contribute to TACC discussions.

INVITED PARTICIPANTS

In circumstances where the TACC has identified the need for additional expert advice, TasPorts, through the Chair, may invite individuals with the relevant skills, knowledge and experience to participate on the TACC as an Invited Participant.

The number and duration of Invited Participants, including experts from TasPorts, should be guided by the nature of the issue/s that prompted the TACC to seek their input (i.e. additional expertise needed in relation to a short-term issue, or longer-term participation where the TACC has an identified gap in knowledge or expertise relative to the scope of its responsibilities).

CONFLICT OF INTEREST

TACC members will be asked to complete a register of interests to ensure transparency. The interests to be recorded are those that relate to objectivity, or perceived objectivity, in relation to the matters to be discussed at the TACC.

MEETINGS

Where possible, meetings will be in a face-to-face format and members are encouraged to attend in person. Where this is not possible, videoconferencing facilities will be available throughout the state and remote attendance will be facilitated.

As appropriate, the TACC will meet regionally to maximise the opportunity for local stakeholder input. TasPorts will be responsible for providing secretariat services and meeting facilities.

CONFIDENTIALITY AND NON-DISCLOSURE

In general, TACC members are encouraged to consult with their constituents before and after TACC meetings. However, TACC members must not disclose confidential TasPorts information to constituents without permission from TasPorts management. All information received from TasPorts, and not otherwise publicly available, is confidential.

Minutes are to be considered as Committee-in-confidence. A Chair's Summary (see below) will be available for public distribution.

PUBLIC COMMENT

TACC members, as members of the community, have the right to make public comment and to enter into public debate on political issues. However, there are some circumstances in which public comment is appropriate, in particular where there is an implication that the public comment, although made in a private capacity, is perceived to be an official comment of the TACC. TACC members should avoid making public statements about matters relating to the TACC unless it is made clear that they are speaking as a private citizen. The Chair will act as spokesperson for the TACC.



REPORTING ON TACC ADVICE

The TACC is expected to develop effective two-way communication with TasPorts, sector organisations and other stakeholders that have an interest in matters relevant to dredging operations. Accordingly, it is important that the TACC chair ensures all members have the opportunity to put their views at meetings and that the meeting minutes accurately reflect the diversity of members' views. TACC minutes should be concise and focused on outcomes and actions arising, be prepared and circulated, and finalised promptly after meetings.

A Chair's summary of key outcomes will be prepared after each TACC meeting and made publicly available.

TACC advice will be provided to the TasPorts executive for consideration. This advice will be taken into consideration when making decisions.

REMUNERATION AND EXPENSES

Reasonable requests for travel and expenses of members will be met upon request.