

# Minutes

## Mining and Petroleum Competence Board

### Details

Location:	DPIRD, Maitland Hub 516 High Street
Date/time:	18 February 2025 9.30 am
Chairperson:	Joanne Muller, AM (Independent)

### People present

1. **Chairperson:** Joanne Muller, AM (Independent)
2. **Member:** Anthony Margetts (Resources Regulator)
3. **Member:** Jessica Urquhart (Independent)
4. **Member:** Stephen Barrett (Mining and Energy Union NSW)
5. **Member:** Stephen Tranter (Mining and Energy Union NSW)
6. **Member:** Angela Hudson (NSW Resources)
7. **Member:** Ron Cowdrey (Australian Workers Union)
8. **Member:** Kurt Bridges (Cement Concrete & Aggregates Australia)
9. **Member:** Anthony Israel (NSW Minerals Council)
10. **Member:** Craig Reed (NSW Minerals Council)

### Secretariat

1. Vanessa Cleary, Policy Officer (NSW Resources)
2. Javier Garcia, Graduate Policy Officer (NSW Resources)

### Observers

1. Andrew Palmer (Resources Regulator)
2. Shane Pegg (Resources Regulator)

### Apologies

Nil.

**This Meeting:**

No.	Issue
1.	<p><b>Welcome, Acknowledgement of Country &amp; Board Member Changes</b></p> <p>The meeting opened at 9:27am. Javier Garcia gave the Acknowledgement of Country.</p> <p>The Chair updated the board on the ongoing recruitment process to fill the current independent member vacancy.</p> <p>The Chair explained an Expression of Interest (EOI) process would be undertaken following the expiration of her position in September 2025.</p> <p>The Chair provided a short analysis of the post-meeting survey results.</p> <p><u>Outcomes</u></p> <p>The Board:</p> <ol style="list-style-type: none"><li>i. <b>Noted</b> the observers for this meeting.</li><li>ii. <b>Noted</b> the appointments expiring in 2025.</li><li>iii. <b>Noted</b> the survey outcomes with regards to meeting 2024-4.</li><li>iv. <b>Agreed</b> post-meeting surveys should be conducted annually.</li></ol>
2.	<p><b>Declaration of Interests</b></p> <p>The Chair declared new pecuniary interests as an alternative member on NSW Voluntary Assisted Dying board.</p> <p><u>Outcomes</u></p> <p>The Board:</p> <ol style="list-style-type: none"><li>i. <b>Noted</b> the Chair’s new appointment.</li><li>ii. <b>Agreed</b> the adoption of this position was unlikely constitute or cause a conflict of interest.</li></ol> <p><b>Actions</b></p> <p><b>A. Secretariat to update Pecuniary interest register to reflect new declarations.</b></p>
3.	<p><b>Acceptance of Previous Minutes and Actions</b></p> <p><u>Outcomes</u></p> <p>The Board:</p> <ol style="list-style-type: none"><li>i. <b>Endorsed</b> the Minutes from 12 November 2024.</li><li>ii. <b>Noted</b> the status of all open (ongoing) actions arising from previous meetings.</li></ol>

#### 4. Correspondence

##### Outcomes

- i. **Noted** the correspondence.

#### 5. Risk Register Review

The Board reviewed updates made to the risk register and thanked the Department for its work.

The Board suggested some amendments to the items on the register to ensure it best reflected the Boards's position.

##### Outcomes

The Board:

- i. **Noted** and **discussed** the updated Risk Register.
- ii. **Advised** of amendments to be made.
- iii. **Noted** the procedure for the ongoing management of the risk register.

##### Actions

**B. MPCB to review updated risk register at meeting 2025-2.**

**C. Secretariat to amend the Risk Register to reflect the changes highlighted by the Board.**

#### 6. Examination Scheduling Rationale

The Resources Regulator presented the rationale behind the current examination scheduling.

The Regulator further advised the Board that the information contained in this paper must be considered in conjunction with paper #8 (Update on Actions to address declining numbers of practicing certificate holders).

The Board discussed the establishment of a working group to examine the issue and whether falling pass rates and the current examination schedule are linked.

##### Outcomes

The Board:

- i. **Noted** the history and rationale for current exam.
- ii. **Noted** the principles applied by the Resources Regulator in scheduling exams for each calendar year.
- iii. **Agreed** to review the scheduling of exams when further data will be available.

##### Actions

- D. Resources Regulator to establish a working group to review the examination schedule. The Working Group is to comprise of Tony Israel, Shane Pegg, Stephen Barrett and Craig Reed, and any other stakeholders deemed appropriate. Terms of Reference for the working group are to be drafted and circulated to the Chair for delegated approval.
- E. Working group to present a paper on the outcomes of the working group to the Board at meeting 2025-2.

## 7. Appointment of examiners

Andrew Palmer presented to the board applications for the role of examiners.

### Outcomes

The Board:

- i. **Approved** the appointment of examiners.

## 8. Update on Actions to Address Practising Certificate Numbers

The Regulator presented online survey outcomes from the webinar ‘Certificate of competence exams and practising certificate numbers for Mine Operators’, and the Board discussed the results in the context of declining numbers of certificate holders.

The Board agreed these results should inform the Terms of Reference for the proposed Working Group (Action Item D).

### Outcomes

The Board:

- i. **Noted** the update on the progress with the MPCB communications action plan to promote certificates of competence and practising certificates.
- ii. **Considered** issues raised by the online survey outcomes from the webinar ‘Certificate of competence exams and practising certificate numbers for Mine Operators’.

## 9. Quarterly Report on Certification Outcomes

The Regulator advised the Board on the certification outcomes and data for the previous quarter.

### Outcomes

The Board:

- i. **Noted** the data on the number of examination attempts, pass/failure rates and outcomes for October 2024 to December 2024
- ii. **Noted** the report on certification activities completed October 2024 to January 2025
- iii. **Noted** the report on planned activities for February to May 2025

## 10. Resources Regulator Quarterly Safety and Performance Report

The Chief Inspector briefed the board on the report, explaining that an increase in penalty notices was attributable to the Regulator’s renewed focus on improving governance in the Quarrying sector.

The results indicated a spike in small/low level injuries such as sprains and strains, which the Resources Regulator will monitor.

The Chief Inspector was questioned on the significance of a small increase in the number of psycho-social injuries. The Chief Inspector advised the Board the issue is less prevalent in NSW than in other jurisdictions due to the lower number of FIFO camps. The Regulator will continue to monitor and report on psycho-social injuries.

Outcomes

- i. The MPCB **noted** the Resources regulator Quarterly Safety Report July – September 2024.

11. 2024 Work and Communications plan update

The Department provided an update to the Board. The Board discussed the progress that had been made against the MPCB Strategic Plan to 2026.

The Board acknowledged the need to provide input in the formation of the MPCB Strategic Plan to 2029.

The Chair advised the Board that the work on the Maintenance of Competency scheme is ongoing. Additional survey data will be available mid-year, and a report will be provided at meeting 2025-3.

Outcomes

- i. **Noted** the status of projects identified in the MPCB work plan.
- ii. **Noted** the general status of actions identified in the MPCB communication plan.
- iii. **Noted** the requirement for inputs for Strategic Plan to 2029.
- iv. **Agreed** to discuss inputs to the draft Strategic Plan to 2029 at meeting 2025-2.

**Actions**

- F. **Secretariat to source a facilitator for the development of Strategic Plan to 2029 (2025-2).**

12. Practising certificate holder maintenance of competence scheme evaluation

Angela Hudson updated the Board.

Outcomes

- i. **Noted** the information on the paper

13. Future meetings

The Board agreed to the meeting dates and venues for 2025

Outcomes

- i. **Noted** the meeting dates and locations for 2025
- ii. **Confirmed** that meeting 2025-2 will be hosted by Glencore at their Newcastle office.

**Actions**

G. Tony Israel to provide secretariat with Glencore meeting contact.

14. **Additional Business**

No papers were submitted for the Board to consider.

The Resources Regulator provided an update to the MPCB about internal restructures and changes to the Competency team. Shane Pegg (Principal Inspector Mining Engineering, Resources Regulator) will regularly attend future MPCB meetings to discuss the competency framework. The Regulator advised that they are reviewing the competency system holistically and they will commence a project this year to ensure all internal processes are reviewed to enable a more efficient and reliable system.

Chair closed meeting 12:11pm

**Summary of Actions**

- A. Secretariat to update Pecuniary interest register to reflect new declarations.
- B. MPCB to review updated risk register at meeting 2025-2.
- C. Secretariat to amend the Risk Register to reflect the changes highlighted by the Board.
- D. Resources Regulator to establish a working group to review the examination schedule. The Working Group is to comprise of Tony Israel, Shane Pegg, Stephen Barrett and Craig Reed, and any other stakeholders deemed appropriate. Terms of Reference for the working group are to be drafted and circulated to the Chair for delegated approval.
- E. Working group to present a paper on the outcomes of the working group to the Board at meeting 2025-2.
- F. Secretariat to source a facilitator for the development of Strategic Plan to 2029 (2025-2).
- G. Tony Israel to provide secretariat with Glencore meeting contact.

**Approval**

Name /position	Signature /approval	Date
Joanne Muller, AM	Endorsed	06/05/25
Independent Chair		

**Comment:**

Nil