

Members present:	Mr Simon Ridge (Chair) Mr Bob Allan Mr Andrew Chaplyn Mr Chris Davis Ms Adrienne LaBombard Ms Peta Libby Mr Rob Watson	Government member Expert member Government member Expert member Industry member Expert member Industry member
Proxies for absent members:	Mr Steve McCann Mr Graham Short	Proxy for Mr Gary Wood Proxy for Mr Simon Bennison
Executive officer:	Mr Doug Brown	Department of Mines and Petroleum

Meeting Business	Decision/Action
<p>1.0 ADMINISTRATION</p> <p>1.1 Opening – 8:05am</p> <p>The meeting was opened by the Chair who advised members that the proceedings were being recorded for minute taking purposes and that the recording would be erased once the minutes are confirmed.</p> <p>The Chair welcomed Mr Graham Short to the meeting as proxy for Mr Simon Bennison and Mr Steve McCann as proxy for Mr Gary Wood.</p> <p>1.2 Apologies</p> <p>Apologies were received from:</p> <ul style="list-style-type: none"> • Mr Simon Bennison; • Mr Rob Mincham; • Mr Stephen Price; and • Mr Gary Wood. <p>1.3 Confirmation of meeting agenda</p> <p>1.4 Confirmation of the meeting minutes of 9 October 2014</p> <p>1.5 Other Business</p>	<p>Noted.</p> <p>Agenda confirmed.</p> <p>Minutes were confirmed out of session.</p> <p>See Agenda Item 11.0.</p>
<p>2.0 ACTION ITEMS ARISING FROM THE MEETING OF 9 OCTOBER 2014</p> <p>2.1 Action Point One</p> <p><u>Possible Under Reporting of Working Hours in the Exploration Sector</u> <i>Table this issue at the MIAC meeting in February 2015.</i></p> <p>This Action Point is addressed under Agenda Item 3.0</p>	<p>See Agenda Item 3.0.</p>

2.2 **Action Point Two**

Guideline Publication – Effective Safety and Health Supervision in Western Australian Mining Operations

The Department to review the recommendations from the meeting of the Ministerial Advisory Panel (MAP) where the issue of supervision was considered.

The meeting was told that the guideline was tabled for endorsement at the October 2014 MIAC meeting. Industry requested the guideline be recirculated to stakeholders if additional information is included on the level of experience recommended for supervisors that may have come out of the Ministerial Advisory Panel (MAP). The Chair said that the Department examined the recommendations from MAP and did not find any issue dealing with occupational safety supervision that would impact on the draft guideline.

Members were also told that no new amendments to the draft guideline were submitted to the Department by the closing date of one week after the October 2014 MIAC meeting. Accordingly, the guideline was printed and distributed.

Hard copies of the guideline were distributed to members at the meeting.

Noted.

No further action required.

2.3 **Action Point Three**

Ebola Virus

AMEC to report back to MIAC the protocols used by constituents operating in West Africa to reduce the risk of workers contracting Ebola.

AMEC reported that its members operating in West Africa have adopted protocols and management practises to reduce the risk of their workers contacting Ebola while working in remote areas. Mentioned was made of the Australia Africa Mining Industry Group which has developed a set of protocols available from its website for managing the danger of Ebola.

Noted.

No further action required.

2.4 **Action Point Four**

Standing agenda item: Harmonisation of occupational health and safety laws

The Chair to report back from the Conference of Chief Inspectors of Mines.

This Action Point is addressed under Agenda Item 9.0

See Agenda Item 9.0.

2.5 **Action Point Five**

Standing agenda item: Harmonisation of occupational health and safety laws

Invite a representative of Marsden Jacob Associates to the next meeting of MIAC.

This Action Point is addressed under Agenda Item 9.0

See Agenda Item 9.0.

2.6 **Action Point Six**

Clarification of rigging requirements

The Department is to review the information sheet as requested by the meeting.

Industry expressed concern about the wording in Question No. 7 in the publication *Frequently Asked Questions on Dogging and Rigging* which indicates it is not the activity requiring a high risk licence but rather people using the tools to shift loads and associated tasks. It was claimed this would mean workers in diverse industries using load shift equipment will need to be trained in rigging to an intermediate level. The Department was requested to amend the information sheet to clarify that a person using certain tools in non-high risk work will not be required to be licenced.

Discussion followed on the level of training required of operators of lifting and load shifting equipment. It was agreed that on the job training would be acceptable on the safe use of equipment in situations where no decisions need to be made by the operator as to lifting points, choice of lifting equipment or angle of slings.

It was agreed that it is not tenable to require every person using lifting and load shifting equipment to hold a high risk licence in rigging.

Action Point One
The Information Sheet to be amended to clarify when a high risk work licence is required. The amended publication will be circulated to members out of session for comment.

2.7 **Action Point Seven**

Mines Safety Levy – Options for simplification

The Department to provide feedback on the progress of amendments to the current mines safety levy legislation and future options.

This Action Point is addressed under Agenda Item 4.0

See Agenda Item 4.0.

2.8 **Action Point Eight**

Principal hazard management plans guidance material

The Department will provide feedback on what PHMP material has been developed at the Federal level and by the MAP process.

This Action Point is addressed under Agenda Item 8.0

See Agenda Item 8.0.

2.9 **Action Point Nine**

Time given to confirm or request amendments to MIAC minutes.

MIAC's Rules of Operation will be amended to reflect the seven calendar day rule.

Members noted the Rules of Operation have been changed as requested.

Noted.

No further action required.

3.0 POSSIBLE UNDER REPORTING OF WORKING HOURS IN THE EXPLORATION SECTOR

The Chair informed the meeting that the Department researched the issue and did not find any evidence of established underreporting of working hours in the exploration sector. Any minor under reporting in the exploration industry would not impact significantly on the total number of hours worked reported to the Department given that the sector is small compared to the mining industry.

Members discussed the need for new exploration managers to be informed about their reporting obligations under the mines safety legislation. It was agreed that information should be provided to newly registered mine and exploration managers.

Resolution/Outcome

Members recommend that the Department includes information on reporting obligations in appointment letters to newly registered mine and exploration managers.

Action Point Two
Recommend to the Department that it includes information on reporting obligations in appointment letters to newly registered mine and exploration managers.

4.0 MINES SAFETY LEVY – OPTIONS FOR SIMPLIFICATION

The Chair confirmed that Departmental representatives met with the Chamber of Minerals and Energy to discuss options relating to the treatment of overpayment of the Mines Safety Levy. The meeting was told the Department will look at dealing with the issue through an administrative process rather than amending legislation.

Industry acknowledged in the short term, amendments to the mines safety levy legislation has assisted in reducing the administrative burden to industry of the need to comply with the mandatory reporting of precise figures to the Department. The Chair said the mines safety levy issue will be reviewed during the development of the new resources safety legislation.

The Chair informed members that the Department was looking at operations that report the number of levy hours worked falling just below the mandatory reporting threshold. To date, however, there is no evidence that there is a systemic problem in this area.

Resolution/Outcome

Members noted the information provided.

Noted.

5.0 WORKING IN ISOLATED AREAS

The Chair opened this agenda item commending Ms Libby on her paper which was well received by members on the need to develop some guidance material for small teams/crews working in isolation in remote areas. It was acknowledged what little information is currently available on the issue of working alone relates more to individuals and not groups.

Discussion followed on what form the guidance should take in light of MIAC's statutory functions and role. Members questioned whether the provisions relating to working alone in isolation (r3.3 of the *Occupational Safety and Health Regulations 1996*) also apply to groups in similar situations.

It was agreed that development of guidance material be placed on the Action Register where it will be determined the form such guidance should take.

Resolution/Outcome

That the development of guidance material covering this issue be placed on the Action Register.

6.0 MOBILE AUTONOMOUS EQUIPMENT – GUIDANCE MATERIAL

The Chair opened this agenda item explaining that the Department had withdrawn draft copies of a guideline and code of practice on Mobile Autonomous Equipment (MAE) owing to an agenda paper submitted by industry which questioned the need for a code dealing with the issue. Industry expressed the view that as MAE is a relatively new technology, guidance material would be more appropriate rather than a code of practice. It also prefers a single publication than two separate sets of guidance material.

The meeting was told that the working party which developed the two pieces of guidance material included members from industry who advocated the need for a code of practice.

Discussion followed on the respective merits of codes of practice and general guidance material and their evidentiary status. It was agreed that a definition of a code of practice and guidance notes was needed. The Chair said that one protocol could be to develop codes of practice for issues that are deemed principal safety hazards.

The meeting endorsed a suggestion from industry for it to be given an opportunity to review the key points of the draft guidance note and code of practice for issues that may cause harm or cause problems.

Resolution/Outcome

It was agreed that industry would review the draft guidance material and code of practice and report back to MIAC at the next meeting.

7.0 MANAGEMENT OF FIBROUS MINERALS GUIDELINE

The meeting considered the draft guideline tabled. It was noted that the publication (p.7) does not include information on the synergistic health effects of smoking and exposure to asbestos. Members agreed that the publication could be endorsed if such information is included.

Resolution/Outcome

Members noted and endorsed the guideline subject to the amendment requested.

Action Point Three

Place development of guidance material on the Action Register.

Action Point Four

a) Industry to review final draft of the guidance material and code of practice and report back at the next MIAC meeting.

b) The Chair to circulate information on codes of practice and guidance material.

Noted and endorsed subject to the amendment requested.

8.0 MIAC ACTION REGISTER

The meeting looked at the two items currently on the Action Register: Principal Hazard Management Plans (PHMP) and Safety in design – Collision Avoidance. The Chair informed members that NSW has developed guidance material on PHMP while Safe Work Australia has produced a *Safety Management Systems in Mining* code of practice. The Department will evaluate both publications and table them at the next MIAC meeting for consideration and endorsement.

The Chair also informed members that NSW has developed a guideline on collision avoidance. The Department will review the publication and report back to MIAC as to its suitability for Western Australia.

The issue of tyre safety was raised to be placed on the Action Register. A briefing paper will be prepared by the Department with recommendations to be tabled at the next MIAC meeting.

Resolution/Outcome

Members noted that the Department will report back to MIAC after reviewing the mentioned publications and table a paper on tyre safety for the Action Register.

9.0 STANDING AGENDA ITEM: PROGRESS OF SAFETY LEGISLATION REFORMS

The Chair advised members the report by Marsden Jacobs has been submitted to the Minister for Mines and Petroleum and currently the Department is preparing a Cabinet submission to seek endorsement for the preferred option of a single piece of legislation to cover safety across the resource sector.

A copy of the Marsden Jacob report will be placed on the Department's website once it is considered and endorsed by Cabinet. Members will be informed when this occurs.

The Chair noted the communique from the Conference of Chief Inspectors of Mines has been provided to members for their information.

Resolution/Outcome

Members noted the information provided and requested they be notified when the report by Marsden Jacob is released in the public domain.

10.0 STANDING AGENDA ITEM: MINES SAFETY STATISTICS

Members considered the statistics provided for their information. No issues were raised by members.

Resolution/Outcome

Members noted the statistics.

11.0 OTHER BUSINESS

11.1 Parliamentary Inquiry into Fly-in-fly-out (FIFO) work

MIAC members noted the release of a preliminary report by the Parliamentary Inquiry into Fly-in-fly-out (FIFO) work.

The Chair informed the meeting that the Department had made a submission to the Inquiry and that he appeared before the inquiry to give evidence. Some key stakeholders represented on MIAC also made submissions to the Inquiry.

Discussion followed on the social and economic factors that contribute to making FIFO work contentious compared to traditional working arrangements particularly in relation to mental health.

Action Point Five

The Department to evaluate publications by NSW and Safe Work Australia and report back to MIAC at the next meeting.

Action Point Six

The Department to draft a briefing paper to have 'tyre safety' placed on the Action Register.

Action Point Seven

Notify members when the report by Marsden Jacob is released in the public domain.

Noted.

Noted.

Action Point Eight

MIAC to maintain watching brief on fitness for work issues relating to mental health issue in FIFO work.

Resolution/Outcome

It was determined that MIAC maintains a watching brief on fitness for work issues relating to mental health in the mining and exploration industry. Secondly, MIAC is to monitor the final recommendations made by the Parliamentary Inquiry to see if there are any MIAC needs to address.

Noted.

11.2 Fire bans

Industry spoke of enquiries from exploration companies about informing workers of fire bans in place in their area of operation. Mentioned was made of a safety alert issued recently which was emailed to all subscribers to Resources Safety Alerts drawing their attention to an earlier safety bulletin on wild fires and fire bans.

Noted.

Resolution/Outcome

Members noted the information.

11.3 Death at the Century Mine in Queensland

Members noted a fatality in Queensland at its Century Mine. The victim died while rehabilitating from injuries received during the incident.

Noted.

Resolution/Outcome

Members noted the information.

11.4 Tenure of MIAC members

The Chair advised members their three year tenure on MIAC will cease on 30 July 2015. Expert members were invited to indicate their interest in nominating for a further three year term. Letters will be sent to AMEC, the Chamber of Minerals and Energy and UnionsWA asking for nominations.

Noted.

Resolution/Outcome

Members noted the information.

11.5 Geotechnical inspectors to be sent to South Australia

The Chair informed members that SafeWork South Australia has requested assistance from the Department in investigating a rock fall fatality at the Olympic Dam mine site. The Department will be sending two geotechnical inspectors to perform structural mapping of the location of the incident.

Noted.

Resolution/Outcome

Members noted the information.

11.6 Significant Incident Report

An industry member commended the Department for speedily issuing a Significant Incident Report on the death of a maintenance worker pinned by bulldozer belly plate. It was requested that the minutes record the commendation.

Noted.

Resolution/Outcome

The minutes to record the commendation.

12.0 NEXT MEETING

MIAC will next meet at **8.00am**, Thursday, **16 April 2015**. The meeting will be held in Room 603, 6th Floor, 1 Adelaide Terrace, East Perth.

13.0 CLOSURE

The Chair closed the meeting at 11:00am.

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