



MinEx Health & Safety Council (NZ)

Annual Plan 2011 - 2012

Adopted by MinEx Health and Safety Council at its Annual Meeting 22 June 2011

1. Purpose

This Annual Operating Plan for 2011/2012 has been formulated with two key purposes in mind.

1. To provide a plan for achieving the MinEx Council's objectives.
2. To communicate pertinent information regarding the MinEx Council's direction.

2. Introduction

In 2004 the Minerals Industry ("the Industry"¹) agreed to form a Council to guide the Industry in matters relating to Health and Safety. Commitments to support the Council were gained from several industry organisations and financial contributions over a three year period were assured. In early 2005 a formal constitution was adopted and a Board elected. In March 2006 a Strategy was defined by the Board and approved by members.

The three key strategies that have been defined by the Board are prioritised as follows:

1. Promote the improvement of small to large operators' Health and Safety capability, at all times promoting best practice approaches.
2. Coordinate the provision of meaningful Health and Safety information and resources to the Industry.
3. Become the Industry's recognised Health and Safety spokesgroup with all stakeholders including Government, Public, and Industry members.

In 2009 an invitation was extended to AusIMM and IOQ to each provide a representative to attend meetings of the MinEx Board in a non-voting role. This invitation was accepted.

In 2011 MinEx proposed to become incorporated as a society under the relevant legislation.

3. Objectives of the 2011/2012 Annual Plan

The Objectives of the Council and this plan are to improve and promote the Health and Safety standards and the Health and Safety performance of the Minerals Industry in New Zealand.

4. Priority Strategy One: Coordinate the provision of meaningful Health and Safety information and resources to the Industry

4.1 Area One: Review the Codes of Practice/Guidelines

Action	Start	Finish	Responsibility
1. Project teams to review Codes of Practice.	2012/13		Project Teams
2. Circulate changes for industry comment.	2012/13		Board

¹ "Minerals Industry" or the "Industry" means all companies involved in exploration for, and production of, any mineral including aggregate, rock, sand, gravel, metallic minerals, industrial minerals, non-metallic minerals, and coal.

3. Consider amendments to COP's in light of industry recommendations.	2012/13		Project Teams
4. Put new COP's on website.	2012/13		Board
5. Review Guidelines and add new ones; circulate to industry for comment; put amended Guidelines on website.	Aug 11	Mar 12	Project teams
6. Work with DoL to develop Health and Safety systems for SME's.		Ongoing	Board

4.2 Area Two: Maintain Incident Reporting System and display data on website

Action	Start	Finish	Responsibility
1. Obtain increased number of quarterly incident reports from industry and show aggregated figures on website.		Ongoing	Board
2. Add benchmark data from Australia (LTIFR) and other countries.	Sept 11	Mar 12	Board

4.3 Area Three: Ensure learning from incidents is shared within the Industry

Action	Start	Finish	Responsibility
1. Expand database of sources for Safety Alert notices.		Ongoing	Board
2. Email regular Safety Alerts to MinEx members, non-member companies, and individuals.		Ongoing	Board

5. Priority Strategy Two: Coordinate the improvement of small to large operators' Health and Safety capability, at all times promoting best practice approaches

5.1 Area One: Utilise ACC workplace safety programmes to benefit small to large operators

Action	Start	Finish	Responsibility
1. Work with DoL and ACC data group to capture and present statistical data to identify areas of focus.		Ongoing	Project team
2. Work with ACC to identify Industry wide opportunities within Safety Discounts Programmes.		Ongoing	Board
3. Communicate options to Industry and seek approval to pursue.		Ongoing	Board

5.2 Area Two: Coordinate the provision of Industry focused Health and Safety workshops/training

Action	Start	Finish	Responsibility
1. Explore options for facilitating industry training in critical areas.	Nov 11	Ongoing	Project team
2. Communicate these ideas to industry.	Mar 12	Ongoing	Board

5.3 Area Three: Develop a MinEx awards programme

Action	Start	Finish	Responsibility
1. Planned for 2012 year. Project team to develop clear objectives, format, costs, and timeline.	2011/12		Project Team

5.4 Area Four: Review of professional Competency structures within the industry.

Action	Start	Finish	Responsibility
1. Propose new frameworks as needed.	Ongoing	June 12	Board
2. Consult with industry and DoL	Ongoing	June 12	Board
3. Ensure compatible with industry views.	Ongoing	June 12	Board

6. Priority Strategy Three: Become the Industry's recognised Health and Safety spokesgroup with all stakeholders including Government, Public and MinEx members

6.1 Area One: Build and Maintain Relationships with Government Agencies

Action	Start	Finish	Responsibility
1. Communicate MinEx' views to key Government Agencies (P&M, ACC, ERMA and DoL) and maintain key contact points for each Agency.	Ongoing		Board
2. Communicate MinEx developments regularly to members, other stakeholders and media over the year.	Ongoing		Board

6.2 Area Two: Utilise media to gain a Public profile

Action	Start	Finish	Responsibility
1. Arrange media communications as required.	Ongoing		Board

6.3 Area Three: Provide a point of communication within the Industry

Action	Start	Finish	Responsibility
1. Maintain regular industry communication.	Ongoing		Board
2. Expand and improve website.	Ongoing		Board

6.4 Area Four: Ensure MinEx remains a credible body within the industry

Action	Start	Finish	Responsibility
1. Maintain strong links with industry bodies to ensure MinEx' credibility is maintained and enhanced.	Ongoing		Board
2. Undertake MinEx presentations at industry conferences.	Ongoing		Board
3. Establish a closer relationship with EXITO to ensure training meets industry requirements.	Ongoing		Board

6.5 Area Five: Maintain MinEx representation on Standards NZ

Action	Start	Finish	Responsibility
1. Appoint MinEx representative to Aust/NZ Standards Committee.	July 11	Ongoing	Board

6.6 Area Six: Contribute to Pike River Royal Commission hearings

Action	Start	Finish	Responsibility
1. Make submission in Policy phase on Health and Safety improvements in minerals industry and effective strategy to achieve this.	May 11	Mar 12	Board

7. Resourcing

With assistance from the Secretary ensure resourcing within the available budget to meet annual plan objectives and also consider other funding models (eg ACC, DoL).