

**MinEx**  
**BUSINESS PLAN 2021 – 2022**

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**March 2021**

**MinEx**



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# Introduction

MinEx is the national health and safety council for New Zealand’s extractives sector. Our vision is to have a New Zealand Extractives sector free from fatalities, injuries and diseases.

MinEx’s mandate is:

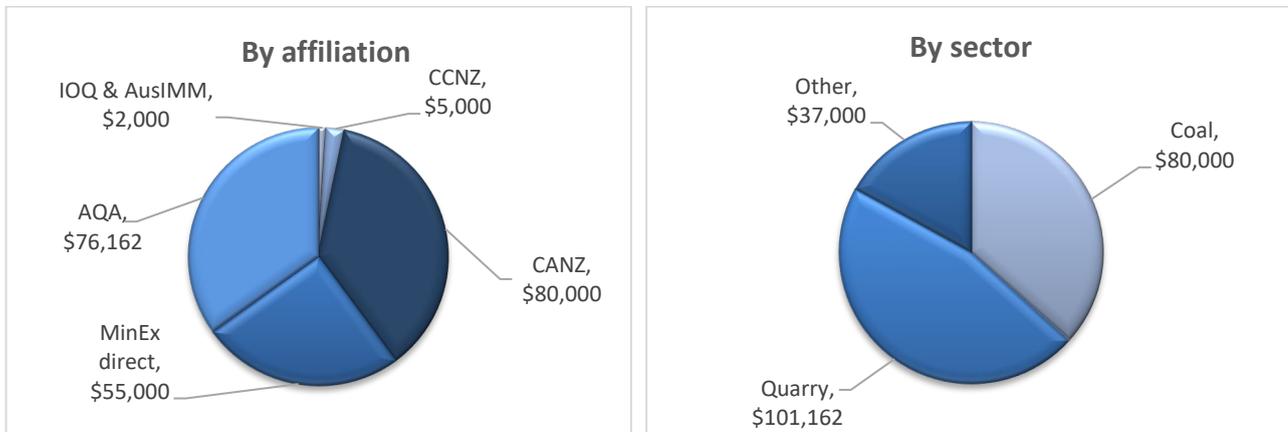
- to be the main point of contact with officials on all extractives sector matters related to health and safety
- to develop an industry view on relevant legislation, regulations, guidelines and training matters through leadership and consultation, and work with WorkSafe and other agencies to adopt and implement those views.

A strategic review of MinEx was conducted in February 2017. That review agreed that success for MinEx would include:

1. One collective group to represent the extractives industry would be more effective and provide greater value for money for the industry.
2. MinEx listening to, and clearly representing, the entire industry.
3. Effective industry representation through CEO support and involvement, with smaller sub-committees and groups as appropriate.
4. A funding model that supports the business plan.

## 1. Report card for 2020/21

### 1.1. Membership and funding



A full membership list for 2020/2021 is attached as Appendix II.

## 1.2. Achievements against y/e 2021 business plan actions

#	2020/21 Goals	Achievements
1	<p><b>To support the industry to achieve targets for y/e 2021:</b></p> <p><b>a) No fatal injuries</b></p> <p><b>b) 50% reduction in notifiable injuries from 2016</b></p> <p><b>c) 50% reduction in TRIFR</b></p>	<ul style="list-style-type: none"> <li>• The Extractive sector had one fatality in 2020</li> <li>• Data collection focused on fatal hazards, and collection of high potential incidents. 194 sites now reporting data.</li> <li>• The Total Recordable Injury Frequency Rate is slightly lower at 7.2 per million work hours during 2019/20. This is down 44% on 2016.</li> <li>• Priority placed on engagement with sector including meetings with IOQNZ, AQA, Alluvial gold miners, the Coal Association, Straterra and industry forums.</li> </ul>
2	<p><b>To provide resources to the industry to enable improved H&amp;S</b></p>	<ul style="list-style-type: none"> <li>• 16 x Health and Safety Workshops, and webinars during COVID lockdown, held in regional areas (370 attendees).</li> <li>• Workforce Development Strategy developed.</li> <li>• Field booklets published on Alluvial Gold and Worker Engagement.</li> <li>• Alluvial Gold Code of practice developed.</li> <li>• Weekly safety alerts including NZ industry incidents</li> <li>• MinEx database increased 11% to 2496 individuals and companies</li> <li>• Regular information flyers, Train Brain and Newsletters to inform industry.</li> </ul>
3	<p><b>To work effectively with the Government to develop appropriate and practical regulations and codes of practice for the industry and to ensure these are appropriately implemented and enforced</b></p>	<ul style="list-style-type: none"> <li>• Submissions to WorkSafe on proposed changes to Worker Exposure Standards</li> <li>• Extractive Industry Training Advisory Group is now driving improvements in training and competencies within the sector</li> <li>• Consultation with MBIE and WorkSafe on mining regulations</li> <li>• Meetings as required with Ministers and officials</li> <li>• Regular meetings with WorkSafe and BOE</li> <li>• CEO participating on WorkSafe's EIAG.</li> </ul>
4	<p><b>To communicate effectively with stakeholders on the industry's behalf</b></p>	<ul style="list-style-type: none"> <li>• Relationships ongoing with all stakeholders</li> <li>• Many sites visited across the sector to understand the issues being faced by the entire sector</li> <li>• Lines of communication established with all stakeholders.</li> </ul>

## 1.3. Resources during 2020 – 2021

- Straterra office provides membership and administration support, policy advice, assistance with submissions, assistance in access to MPs and senior officials and a Wellington office close to Parliament.
- CEO shares joint CEO role with Aggregates and Quarry Association.

## 1.4. Outstanding actions

These are:

- Development of a code of practice for Drill & Blast together with a booklet. Work has commenced and will become priorities in 2021.

## 2. Goals and Actions: 2021 – 22

This section sets out MinEx's goals and, for each goal, MinEx's actions to achieve them. Actions are focused on the period of this business plan, April 2021 to March 2022, with goals based on medium and longer-term outcomes. Many of the actions will continue, or be modified in subsequent Financial Years, as required to meet the agreed goals.

Detailed actions are listed in Appendix II.

### 2.1. To support the industry to achieve targets for 2022

- No fatal injuries
- Reduction in high potential incidents year on year
- Promotion of lead indicators rather than lag indicators

#### 2.1.1. Actions

- Improvements to health and safety data collection and reporting systems. Continue focus of data collection on fatal hazards and high potential incidents.
- Engage with WorkSafe, industry and professional associations, extractives sector operators and workers to support improvements in Health and Safety performance.
- Provide appropriate training to improve H&S performance across the sector

### 2.2. To provide resources to the industry to enable improved health and safety performance, prioritising:

- Direct engagement with small operators
- Share information across the sector
- Guidelines on worker health and safety
- Safety Alerts.

#### 2.2.1. Actions

- Facilitate one-day training programmes for small operators in conjunction with WorkSafe. Provide CPD opportunities for specialist CoC holders.
- Develop information flyers and booklets to assist workers with key health and safety issues.
- Develop fit-for-purpose codes of practice and guidelines as required.
- Work with MITO and MELT on review of training material and development of fit-for-purpose programmes of learning for NZ Certificates in Mining and Quarrying.
- Maintain an international perspective both to benchmark and to ensure we don't re-invent the wheel.

### 2.3. To work effectively with Government to develop appropriate and practical Regulations and Codes of Practice for the industry and to ensure these are appropriately implemented and enforced.

#### 2.3.1. Actions

- Continue engagement with MBIE and WorkSafe on the review of regulations to ensure that these are fit for purpose.
- Continue to raise awareness of requirements of the Act and regulations, codes and guidelines through ongoing communication.
- Work alongside AQA, IOQNZ, AUSIMM, E tū, MITO and WorkSafe to improve industry training.
- Review the implementation of CoC requirements and liaise with WorkSafe, MITO, NZQA and the BOE as required.

## 3. Resourcing

### 3.1. Introduction

- Successful delivery of this business plan will require the following resources:
- CEO (currently shared with AQA), ideally with quarry expertise and credibility, with operational experience in the extractives industry, and with a network of industry and government agency contacts at the appropriate level.
- Communications capability and external consulting expertise as appropriate.
- Contractor assistance with development of material.
- Continuation of the leadership, secretariat and policy capability provided by Straterra.

### 3.2. MinEx Budget 2021 – 2022

- This 2021/22 business plan provides for MinEx to focus on working with government agencies and progressing improvement activities across all sectors, with an emphasis on small operators.
- Table I below sets out the proposed budget for the business plan.

Table I:

	2020/21 Budget	2020/21 F'cast	2021/22 Budget
<b>Income</b>	<b>\$315,500</b>	<b>\$262,912</b>	<b>\$271,000</b>
<b>Audit &amp; accounting</b>	\$9,290	\$8,073	\$10,000
<b>Contractors</b>	\$30,000	\$8,450	\$25,000
<b>CEO or COO</b>	\$80,000	\$77,056	\$80,000
<b>Management fee</b>	\$30,000	\$30,000	\$30,000
<b>Admin support</b>	\$53,000	\$49,630	\$53,000
<b>Communications</b>	\$30,000	\$30,000	\$30,000
<b>Travel</b>	\$45,000	\$32,000	\$40,000
<b>Other costs</b>	\$38,175	\$27,685	\$28,600
<b>Total Costs</b>	<b>\$315,465</b>	<b>\$262,894</b>	<b>\$296,600</b>
<b>Profit/Loss</b>	<b>\$35</b>	<b>\$18</b>	<b>(\$25,600)</b>

## 4. Three Year Strategy for 2018 – 2021

### 4.1. Outcomes

- Successful delivery of this business plan will deliver:
- Engagement with the entire sector to deliver improved health and safety outcomes, and compliance with relevant legislation, for all sites, including smaller sites.
- Significant improvements in the quality and delivery of industry training, to ensure all extractives sector workers, supervisors and managers have the skills, knowledge and experience required to manage operations safety and productively.
- Fit for purpose regulations, codes of practice and guidelines for the entire sector, including quarries and alluvial gold miners.

Appropriate industry resources to assist operations with compliance and improved health and safety outcomes.

## APPENDIX I – Detailed Activity

Goal	Action	Detailed Activity	Progress
<b>To support the industry to achieve targets for 2022</b> <ul style="list-style-type: none"> <li>No fatal injuries</li> <li>Reduction in high potential incidents year on year</li> </ul>	a. Improvements to health and safety data collection and reporting systems.	<ul style="list-style-type: none"> <li>Complete trial of Bravegen proposed electronic data collect</li> <li>Assess proposal and make recommendation to the Board</li> </ul>	
	b. Engage with WorkSafe, industry and professional associations, extractives sector operators and workers to support improvements in Health and Safety performance	<ul style="list-style-type: none"> <li>Regular meetings with WorkSafe staff, including BOE</li> <li>Mine Manager and Aggregates Forums at Minerals Forum</li> <li>Frequent visits to sites, IOQNZ Branch meetings, Alluvial Gold meetings</li> </ul>	
	c. Work and collaborate with other associations	<ul style="list-style-type: none"> <li>Participate in industry forums and conferences</li> </ul>	
<b>To provide resources to the industry to enable improved health and safety performance, prioritising:</b> <ul style="list-style-type: none"> <li>Direct engagement with small operators</li> <li>Share information across the sector</li> <li>Guidelines on worker health and safety</li> <li>Safety Alerts</li> </ul>	a) Facilitate one-day training programs for small operators in conjunction with WorkSafe.	<ul style="list-style-type: none"> <li>16 Regional H&amp;S Workshops</li> </ul>	
	b) Develop information flyers and booklets to assist workers with key health and safety issues	<ul style="list-style-type: none"> <li>Drill &amp; Blast booklet</li> <li>Alluvial Gold booklet</li> <li>Flyers as required</li> </ul>	
	c) Develop fit-for-purpose codes of practice and guidelines as required.	<ul style="list-style-type: none"> <li>Drill &amp; Blast COP</li> <li>WES Guidelines</li> <li>Assist WorkSafe with updating of Good Practice guidelines</li> </ul>	
	d) Work with MITO and MELT on review of training material and development of fit-for-purpose programmes of learning	<ul style="list-style-type: none"> <li>Represent extractives sector in implementation of Workforce Development Councils</li> <li>Identify learning programmes to be developed with MITO/MELT</li> </ul>	

<p><b>To work effectively with Government to develop appropriate and practical Regulations and Codes of Practice for the industry and to ensure these are appropriately implemented and enforced.</b></p>	<p>a) Engagement with MBIE and WorkSafe on the review of regulations to ensure that these are fit for purpose.</p>	<ul style="list-style-type: none"> <li>• Consult with MBIE on drafting of new mining regulations</li> </ul>	
	<p>b) Raise awareness of requirements of the Act and regulations, codes and guidelines through ongoing communication</p>	<ul style="list-style-type: none"> <li>• Seek funding for resource to work with smaller sites on development of HSMS</li> <li>• Ensure Workshop material includes information for attendees on regulatory requirements</li> <li>• Regular Newsletter to raise awareness</li> <li>• Media intervention when appropriate</li> </ul>	
	<p>c) Work alongside AQA, IOQNZ, AUSIMM, E tū, MITO and WorkSafe to improve industry training</p>	<ul style="list-style-type: none"> <li>• Utilise Industry Training Advisory Group (ITAG) to drive improvement in industry training and competence</li> <li>• Regular Train Brain publication to inform members</li> </ul>	

## APPENDIX II – MinEx Membership

Affiliation	Company
AQA	A B Lime
AQA	AGS Earthmoving
AQA	Amuri Lime Company
AQA	Atlas Quarries Ltd
AQA	Bellingham Quarries Ltd
AQA	Blackhead Quarries Ltd
AQA	Byfords Construction Co Ltd
AQA	Central Machine Hire
AQA	Coromandel Contractors
AQA	Christchurch Ready Mix Concrete Ltd
AQA	Downer NZ
AQA	Eastern Bay Concrete
AQA	Fulton Hogan Ltd
AQA	H G Leach & Co Ltd
AQA	Higgins Contractors Wairarapa
AQA	Holcim (New Zealand) Ltd
AQA	Horokiwi Quarries Ltd
AQA	Huntly Quarries Ltd
AQA	Ihumatao Quarries Ltd
AQA	Inframax Construction Ltd
AQA	Isaac Construction Co Ltd
AQA	J Swap Contractors Ltd
AQA	K B Contracting & Quarries Ltd
AQA	Lake Road Quarries
AQA	M W Lissette Ltd
AQA	McCallum Bros Ltd
AQA	McGregor Concrete Ltd
AQA	Mike Edridge Contracting Ltd
AQA	Oamaru Shingle Supplies Ltd
AQA	P J Warren Earthmoving
AQA	Palmer Resources Ltd
AQA	Prenters Aggregates Ltd
AQA	Quality Roding & Services (Wairoa) Ltd
AQA	Rangitikei Aggregates Ltd
AQA	Ravensdown Fertiliser Co-op
AQA	Rayonier
AQA	Road Metals Co Ltd
AQA	Rock Products Ltd
AQA	SC & GA Llevet Contracting & Silverhill Quarry
AQA	Southern Aggregates Ltd
AQA	Southern Screenworks Ltd
AQA	Taueru Lime Ltd
AQA	Taupo Scoria Ltd
AQA	Taylor's Contracting Co Ltd
AQA	Vickers Quarries Ltd
AQA	Waiotahi Contractors Ltd
AQA	Wanaka Stone
AQA	Wharehine Ltd
AQA	Winstone Aggregates

Affiliation	Company
MinEx direct	Bluescope Steel
MinEx direct	Kaipara Ltd
MinEx direct	OceanaGold
MinEx direct	Civil Contractors NZ (CCNZ)
MinEx direct	AusIMM NZ
MinEx direct	IOQ NZ
CANZ	Rosco
CANZ	Birchfield
CANZ	Glencoal
CANZ	Greenbriar
CANZ	Heaphy Mining
CANZ	Kai Point Coal
CANZ	Roa/Francis
CANZ	Bathurst Resources
CANZ	Taylor Coal

### MinEx board composition (Alternates in brackets)

<b>Chris Baker (Chairman)</b>	Straterra
<b>Fiona Bartier</b>	Straterra
<b>Kristy Christensen</b>	AusIMM NZ
<b>Peter Walsh</b>	AQA
<b>Mike Higgins</b>	AQA
<b>Joe Edwards</b>	CCNZ
<b>Fritz Drissner</b>	E tū
<b>Dean Torstonson</b>	IOQNZ