Minutes

Mining and Petroleum Competence Board

Details

Location: Maitland Hub
NSW Resources
L 1 516 High St
Maitland NSW 2320

Date/time: 17 February 2026
9:30am – 3:00pm

Chairperson: Joanne Muller AM

Members Present

1. Joanne Muller AM (Independent)
2. Angela Hudson (NSW Resources)
3. Anthony Margetts (NSW Resources)
4. Jessica Urquhart (Independent)
5. Kurt Bridges (CCAA)
6. Ron Cowdrey (AWU)
7. Steve Tranter (MEU)
8. Anthony Israel (NSW Minerals Council)
9. Peter Denison (Independent)

Secretariat

1. Vanessa Cleary (NSW Resources)

Observers

1. Shane Pegg (Resources Regulator)
2. Sheldon Wilson (NSW Minerals Council)

Apologies

1. Stephen Barrett (MEU)

This Meeting:

No	Issue
1.	Welcome, Acknowledgement of Country and Board Member Changes • Meeting commenced at 9:39 am. • Mr Denison delivered the acknowledgement of country. • The Chair introduced Mr Wilson to the Board and advised the Board on memberships expiring in 2026. It was noted that new members will need to be nominated. Outcomes The Board: i. **Noted** the attendees and apologies for this meeting and the appointments expiring in 2026. ii. **Acknowledged** the memberships expiring soon. iii. **Noted** the status of the expression of interest and appointment process for the independent member position.
2.	Declaration of Interests • Ron Cowdrey advised the Board that he has been appointed to the Critical Minerals Advisory Committee. Outcomes The Board: i. **Declared** changes or additional interests for the pecuniary interests register. Actions A. Secretariat to update the PID register to represent changes to members declarations.
3.	Acceptance of Previous Minutes and Actions Outcomes The Board: i. **Endorsed** the minutes of the meeting held on 11 November 2025. ii. **Noted** the status of actions arising from the previous meeting and those remaining from prior meetings. Actions B. Secretariat to publish the 11 November 2025 Minutes on the Resources Regulator's website.

C. Department to provide a paper on the Board's role in the Opals sector at meeting 2026-2 to determine if action item 2023-3:O should be removed.

4. Correspondence

Outcomes

The Board:

iii. **Noted** nil correspondence was received

5. Risk Register Review

- The Chair thanked the Board members and Departmental colleagues for their contributions to preparing the risk register.
- The Board discussed the Risk Register and the requirement to conduct a review.
- The Board discussed if a temporary risk should be added to the Risk Register noting the number of members' terms expiring in 2026. The Department advised that procedures are in place to ensure timely appointments and that detailed inductions occur to mitigate any risk to board membership and knowledge transfer.
- The Board discussed the MPCB Charter and its importance in board governance. It was agreed that the MPCB Charter would be reviewed to ensure it remains contemporary.
- The Board discussed the low rates of stakeholder awareness of the MPCB's role and functions and considered options to improve their communication to industry.

Outcomes

The Board:

i. **Reviewed** the Risk Register and **discussed** the Risk Register and potential inclusions

ii. **Advised** Secretariat to conduct a review of amendments to the Risk Register

iii. **Noted** the procedure for the ongoing management and review of the Risk Register.

Actions

D. Secretariat to update/review the Risk Register and suggest updates required to ensure alignment with new Strategic Plan. The updated register is to be presented at 2026 – 2 for endorsement.

E. Secretariat to review the MPCB induction process, update any material and provide the Board with an overview of the process at 2026 – 2.

F. Secretariat to review the Board Charter to ensure it remains relevant and aligned with the Strategic Plan to 2029. Charter is to be presented to Board meeting 2026 - 3 for endorsement.

G. Secretariat to draft an article for Mine Safety News showing profiles of MPCB members.

H. All members are to submit photos and a one line biography including their role on the Board to Secretariat by 16 April 2026 for use in the Mine Safety News article.

6. **Update to Learning Guides 2025**

- The Board discussed the learning guides and agreed the documents were informative, comprehensive in nature and fit for purpose.
- The language used in the guides was discussed and it was recommended that more neutral language would be used.

Outcomes

The Board:

i. **Endorsed** the proposed learning best practice guide: Applying and sitting exams for certificates of competence.

ii. **Noted** the Resource Regulator's plans to support the guide by developing a suite of workplace training plans for specific certificate of competence functions.

Actions

I. Resources Regulator to amend the language throughout the guide to make it more inclusive.

7. **MOC Scheme Review Against Competency Framework**

- The Board was presented with the assessment on the mapping document.
- The Board agreed that improvements identified from the mapping document to the Guide: Revised maintenance of competence (scheme) was a good outcome and showcased improvements based on stakeholder and Board feedback which strengthens the Maintenance of Competence Scheme.

Outcomes

The Board:

i. **Agreed** that the mapping document was useful and provided good insight.

ii. **Endorsed** improvements identified from the mapping to the Guide: Revised maintenance of competence (scheme).

iii. **Noted** the Regulator will update the guidance with any endorsed changes and will communicate updates through Mine Safety News and seminars.

Actions

J. Resources Regulator to provide regular updates to industry on Board activities through forums and Mine Safety News articles.

K. Secretariat to provide the dates of the Mining Engineering Managers Safety Seminar and the Electrical Engineering Managers Safety Seminar to the Chair once available.

8. Update on Mutual Recognition

- The Resources Regulator's mutual recognition review focused on the three most common functions transferring between jurisdictions.
- The Board noted that standards, qualifications and requirements for most certificates of competence were largely comparable, however, some differences between jurisdictions remain.
- These findings were discussed by the Board, which stated that NSW should only accept the highest standards from Mutual Recognition candidates.
- The Resources Regulator assured members that there are a small percentage of people who seek mutual recognition for their certificates of competence and applications from other jurisdictions are rigorously assessed.
- Board members complimented the Resources Regulator on the quality and amount of work that went into the comparative analysis.

Outcomes

The Board:

i. **Noted** the Regulator continues to consider mutual recognition options of interstate and NZ WHS statutory function authorising certificates.

ii. **Noted** the summary of competence requirements for the 3 high-volume of certificates of competence requested for mutual recognition between NSW and WA

iii. **Determined** confidence in the voracity of the mutual recognition program and NSW's ability to maintain its very high standards.

Actions

L. Regulator to continue pursuing advice and provide an update on progress to the Board at meeting 2026-2.

9. Outcomes of Annual Examiner panels Meetings

- The annual examiner panel meeting was held on 4 February 2026. The Department provided a verbal update on the annual examiner meeting, which focused on flexible criteria and benchmarking with the aim of standardising procedures.
- The Board discussed the requirement to conduct blue printing and the design and use model answers and how these will help create uniformity across panels. It was agreed that the meeting was productive and well received by panel members.

Outcomes

The Board:

i. **Noted** the update on the outcomes of the annual examiner panels meeting.

Actions

M. Resources Regulator to provide an update to MPCB on progress towards standardisation amongst examination panels at meeting 2026-2.

10. Working Group Updates

- The Board were provided a verbal update on the Working Group's recommendations, and informed that the Department was recruiting for a Project Manager to be hired by end of Q1 2026 to implement the recommendations.
- The Board discussed the recent resignation of a member of the Working Group and agreed to call for and nominate a new Working Group member out of session.

The Outcomes

The Board:

i. **Noted** the Working Group update.

ii. **Considered** the composition of Working Group membership for 2026

Actions

N. Board members are to consider which Member should fill the vacancy on the Working Group and advise Secretariat at meeting 2026 – 2.

11. Communications Plan for Tier 2 Site-Specific Quarry Managers

- The Resources Regulator advised the Board that an extensive communications plan had been developed for notifying changes for Tier 2 Site Specific Quarry Managers. The Board agreed that the communications plan was extensive. The Board agreed that the deadline for changes to be implemented will not need to be extended.

Outcomes

The Board:

i. **Noted** the Communications plan for Tier 2 Quarry Manager Practicing certificate holders.

12. Appointment of Examiners

- The Board discussed the revised criteria proposed for the appointment of examiners. Members analysed the distinction between essential and desirable criteria.
- The Board agreed with the updates, noting they broaden the pool of eligible examiners without lowering the required experience.
- Amendments to the format of the criteria to improve clarity were suggested.

Outcomes

The Board:

i. **Agreed** to review the revised criteria for Appointing and Retaining COC examiners out of session.

Actions

O. Regulator to update the criteria for the appointment of examiners, incorporating any amendments suggested by the Board. The amended criteria is to be re-circulated for endorsement out of session.

13. Quarterly Report on Certification Outcomes

- The Department provided a summary on the certification outcomes including mutual recognition.

Outcomes

The Board:

i. **Noted** the report on certification outcomes for October to December 2025

ii. **Noted** the report on certification activities completed October 2025 to January 2026

iii. **Noted** the Report on Planned Activities for March to May 2026

14. Resources Regulator Quarterly Safety Report

- The Resources Regulator presented the Quarterly Safety Report.
- Board members complimented the quality of the report and noted that the report is more applicable to the Mine Safety Advisory Council.

Outcomes

The Board:

i. **Noted** the Resources Regulator Quarterly Safety Report (July to September 2025).

ii. **Agreed** that the report should be removed as an agenda item for future meetings.

Action

P. Secretariat to remove the Resources Regulator Quarterly Safety Report as a standing agenda item. Board members will instead be provided a link to the report as it becomes available.

15. MPCB Progress Against Workplan to 2026

- The Board discussed that the Strategic Plan to 2029 would be reported on from meeting 2026-2.
- The Board developed amendments to the Workplan to 2029.
- The Department will review the workplan against the risk register to ensure there is alignment.

Outcomes

The Board:

i. **Noted** the status of the MPCB Strategic Plan to 2026 and the associated Work Plan.

ii. **Endorsed** the amended MPCB Workplan to 2029

Actions

Q. Secretariat to update the Workplan to 2029 with the suggested amendments.

R. Department to review the Workplan to 2029 against the Risk Register.

16. Meeting Dates and Venues

- Representatives of the NSWMC offered to host meeting 2026-2 at Bulga Open Cut mine. Logistics and WHS requirements were discussed.
- The Chair requested a meeting date change for meeting 2026-4– 2026.

The Board:

i. **Noted** the meeting dates for 2026.

ii. **Agreed** to consider amending the meeting dates and locations for 2026.

Actions

S. Glencore to provide administrative information regarding the Bulga mine site visit for meeting 2026-2 and advise Secretariat. Secretariat to update members on logistics no later than 30 April.

T. Secretariat to propose/canvass alternative dates for meeting 2026-4.

17. Additional Business

- No additional business was raised.

- Meeting closed at 12:55 pm.

Summary of Actions

A. Secretariat to update the PID register to represent changes to members declarations.

B. Secretariat to publish the 11 November 2025 minutes on the Regulator's website.

C. Department to provide a paper on the Board's role in the Opals sector at meeting 2026-2 to determine if action item 2023-3:O should be removed.

D. Secretariat to update/review the Risk Register and suggest updates required to reflect recommended amendments to ensure alignment with new Strategic Plan. The updated register is to be presented at 2026 - 2 for endorsement.

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I. Regulator to amend the language throughout the guide to make it more inclusive.

J. Regulator to provide regular updates to industry on Board activities through forums and Mine Safety News articles.

K. Secretariat provide the dates of the Mining Engineering Managers Safety Seminar, and Electrical Engineers Safety Seminar forums to the Chair once available.

L. Regulator to continue pursuing advice and provide an update on progress to the Board at meeting 2026 - 2.

M. Regulator to provide an update to MPCB on progress towards standardisation amongst examination panels at meeting 2026 - 2.

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Approval

Name/position	Signature/approval	Date
Joanne Muller, AM Independent Chair	Endorsed	05/05/2026

Comment:

Nil