



AUSTRALASIAN HIGH PRESSURE  
WATER JETTING ASSOCIATION



AUSTRALASIAN DRAIN CLEANING  
AND VACUUM ASSOCIATION

# General Meeting Minutes

**Date:** Thursday 16<sup>th</sup> March 2023  
**Time:** 1:00pm AEDT (10:00AM AWT)  
**Venue:** AOG Perth Convention Centre

1. **Welcome** – Lance McKay
2. **Acknowledgement of Country** – Peter Nicholas
3. **Emergency Procedures** – Peter Nicholas

**Apologies** – Gabe Wardle

4. **Conflict of Interest** – Lance McKay

The attendees at the meeting were asked if they had a conflict of interest based on the agenda that was circulated prior to the meeting. If anyone has a conflict of interest, they should declare it and not be part of any further discussion or vote.

5. **Previous meeting Minutes** – Lance McKay

- Acceptance of previous meeting minutes by Chris Brooksby and seconded by Peter Nicholas
- Business arising

Who	When	What
Rod Purtill	Over the next 12 mths	In discussions with LaTrobe Uni
Peter J		Certs II, III & IV – On hold until new Industry clusters are formed
Peter J	2023	Review of AS4233 – Meetings have commenced & ongoing
Peter J & Lance	2022	Health & Safety Forum – Forum members finalised. Paperwork being finalised

6. **Correspondence** – Gabe Wardle

In

- CBA - Merchant Tax Invoice x 3
- CBA – Bank Statements for Working Account and Business Account
- CBA – Term Deposit notice of maturity 16 March 2023
- Monthly Accounts from:
  - Telstra (Approx. \$65.00 per month) x 4
  - Xero (\$59.00 per month) x 3
  - Resource Industry Media x 4
- New Member Applications x 2
- ASIC Industry Funding levy \$249.00
- PO Box renewal \$153.00 (Annual)
- Website hosting & maintenance \$528.00 (Annual)
- Case for change Minister replies from NSW, ACT, TAS & SA



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## Out

- Class A Training Certificates and Medical Alert Cards x 52 (all Certificates are emailed and posted)
- New Member pack x 1
- Credit Card statement and receipts to Gerry Murphy – Treasurer
- ATO Activity Statement and payment \$717.00
- Case for Change Objection letters to State Ministers for Education x 8
- Medical Alert Cards x 50
- General Emails and replies.

### 7. Financial Report – Gerry Murphy/Gabe Wardle

AUSJET Business Account 2332	\$ 12,986.49
AUSJET Working Account 2316	\$ 3,386.85
Term Deposit 222 (Reinvested to 16 <sup>th</sup> March 2023)	\$ 30,000.00
Term Deposit 764	\$ 25,000.00
<b>Total</b>	<b>\$ 71,373.34</b>

*AUSJET conducts its accounts on a cash basis. This means that revenue and expenditure is not realised in the profit & loss accounts until they are actually paid or received.*

Financial report was accepted by Lance McKay and seconded by Chas Hewson

### 8. New Members – Gabe Wardle

- Dragline Cleaning Services Pty Ltd
- Service Stream

### 9. Standards Review AS4233 Report – Prepared by Peter Jones and given by Lance McKay

The AUSJET/ADCVA standards review committee finished off the year strongly, having reviewed all the recommendations we received for both Part 1&2. It has been pleasing that there has been a general consensus, good debate and co-operation between all the committee members.

There were some recommendations left in abeyance during our meetings last year. The committee felt we need further consultation with industry, and specific area specialists such as hose suppliers, prior to making any decisions on these recommendations.

The committee will reconvene on the 28<sup>th</sup> of March, to look at these items again and call for subcommittee members, for topic specific workshops to discuss and come to an informed decision.

Once those workshops are completed, we will be in a position to run some information discussion sessions, to discuss the proposed amendments. This will be the most important part of the process, it is very important that all members participate in these information sessions, as the outcome of these sessions will form the scope of the project proposal that will be submitted to SAI Global, to commence a formal review of AS4233:2013. Once the project proposal has been submitted and accepted, the scope of the review and recommended changes cannot be expanded.



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We are aiming to submit the project proposal by September this year, if we can achieve this, we should be able to commence a formal review in 2024, with a revised Standard then being released sometime in 2025, subject to SAI Global timelines.

**10. GICC - Lance McKay**

Global Industrial Cleaning Coalition overview and progress

A founding member passed away suddenly. AUSJET will send condolences.

**11. Safety – Peter Nicholas**

One of the responsibilities of being a member of AUSJET/ADCVA is to report all incidents. It is important we communicate all incidents within our industry to prevent them from reoccurring and to improve industry safety both here in Australia and now globally through the GICC Global Industrial Cleaning Coalition.

All information is kept strictly confidential and can be reported through our website [safety/report-an-incident](#) - or directly to our administrator Gabe Wardle [support@ausjetinc.com.au](mailto:support@ausjetinc.com.au). In all cases we request the contact details of the person reporting the incident, so we can work with them to develop an industry safety alert.

When developing the industry safety alerts any reference to the company that had the incident, or the location of the incident is removed. Prior to publishing the safety alert, we send a draft of the alert to the reporting person for their approval prior to distributing the alert to our members and on social media.

**12. Training report – Prepared by Peter Jones and presented by Lance McKay**

Certificate Courses

I have recently met with Mark Shaddock to progress the Certificate II, III and IV courses, unfortunately at this time, we are still unable to progress these courses any further. Despite the IBSA Group being announced as the new Jobs and Skills Council (JSC) to support manufacturing skills across Australia, back in December progress on the Federal Governments side on the implementation of the JSC's has been very slow. Currently they are completing phase 2 of the implementation and it is not known how long this will take.

Every industry across the country is facing the same problem, with all new course development on hold and will not progress until the JSC's have been implemented fully. There are some JSC's such as IBSA that are very advanced with their planning and systems, as they have been in this space for a very long time. There are however some new entrants who are taking longer to develop their plans and systems, which is holding the more advanced organization back. The feeling is those newly formed organization will be given longer to come up to speed, once that has occurred the final phase of the JSC implementation will take place.

After that the relevant JSC's will need to consult with industry prior to putting forward any new development courses, how this will work has some framework but is light on details and until this detail becomes clear it is impossible to provide a timeline. In our discussions best case kick off date for the course development would be end of 2023, however early 2024 would be more realistic unless something changes dramatically.



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**13. Hydro Excavation Study – Rod Purtil**

Nothing further to report

**14. General Business**

**15. Next Meeting: Thursday 22<sup>nd</sup> June 2023 @ 2.00pm AEST scheduled to take place on the Gold Coast, QLD**

**16. Close: 10.30am**