



Minutes

Date: Wednesday 11th September 2024 10 am – 12.30 pm

Location: Linfox, 1 Verissimo Drive, Manukau Auckland

Participants: **PITSF Attendees:**

Gareth Pert (TLL) STAND IN MEETING CHAIR
 Paul Gardiner (Move)
 Greg Pert (TLL)
 Greg Crawford (Waitomo)
 Patrick Naikar (BP)
 Paul Clampett (McFalls)
 Chris Heaton (Move)
 Jim Hill (Allied)
 Glen Walker (Linfox)
 Mark Allen (MFI)
 Michael Rust (Linfox)
 Corban McKubre (Allied Petroleum) – STAND IN MEETING SECRETARIAT

On line: Paul Vowell (Mobil), Steve Hunter (NZOSL) , Lisa Gibson (Z Energy)

Apologies: Dom Kalasih (Transporting New Zealand -Secretariat)
 Hayden Garing (MOVE - Chair),
 Justin Johnston (Z)
 Mike Crandon (McFalls)
 Iain Donnelly (NPD)
 Alastair Wilson (Waitomo)
 Neil Boys (Tanker Engineering)

Guests:

Participant Changes: N/A.

Item #	Start Time	Item	Duration	Lead
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1	10.00 am	<p>Welcome & Introductions (Read & Understand Charter)</p> <p>Charter read and agreed</p>	10 Min	Gareth P
2	10.10 am	<p>Previous meeting minutes/actions – read, discuss, and agree.</p> <p>Minutes discussed and agreed</p>	10 Min	Gareth P
3	10.20am	<p>Incident Sharing/Learnings</p> <p>(Corban – Allied) raised alert from recent external tire blowout on southern motorway (AKL) ending in fatalities. Reminder of maintenance and pre checks</p> <p>(Paul – McFalls) Near Miss – Paul mentioned event under investigation, torque issue with a unit and Loose wheel nuts. Again pre/mid checks important</p> <p>(Paul - Move) Battery low voltage faults, shutting down vehicle during travel (i.e. vehicle isolation). Discussion regarding vehicle makes, threshold for power shut down etc.</p> <p>Further discussion around how battery isolation function in some vehicles means you cannot engage the park brake.</p> <p>(BP Patrick) – Tank overfill at a site in Aus, further info to follow</p> <p>(NOZL Stephen) – Loading arm failure, (not at NOSZL facility). Suggestion to engage with NZOSL to attend hauler meetings. Contact your local terminal to arrange. Drivers trying to solve issues which sometimes result in rule breaking- message is for drivers to stop. Take 5 and contact terminal / your manager</p> <p>TNZ new entrance, discussing around pulling to the bus lane rather than cutting across</p>	40 Mins	All
4	11.00 am	<p>Update on terminals re ground bolt verification (Target date 30th September 2024) and confirm Go-Live date</p> <p>Discussion regarding switch over to new ground bolt. Are we ready to go for the end of month implementation date:</p> <p>Linfox – Ready Allied – Ready Move – Ready McFall – Ready TLL - Ready</p>	60 Mins	Gareth P/All

		<p>Z – Switching over at 10am on 1 Oct, staggered approach per bay (if applicable) NZOSL – change over from 23rd Sep, transition over 1 week Mobil – Ready to go – 01 Oct 24 WOSL – ready to go 30 Sep 24 TNZ – already changed</p> <p>MFI – feedback that non-PITSF carriers are aware and although communication was late, should be good to go</p> <p>ACTION: Instruction for local operations to contact their local Terminal, and vice versa. The key to this change is in the communication</p>		
5	12.00 pm	<p>Database of haulier and supplier contacts to be discussed and set up</p> <p>Validated customer list, should be a regular meeting action item moving forward to review and update the list</p> <p>ACTION: Gareth to send through to group to add any ADJUSTMENTS, SEND BACK TO Gareth for redistribution</p>	15 mins	Gareth P
6	12.15pm	<p>Any Other Business</p> <p>(Greg TLL) Discussions with Debra Kerr, National Transport Commission of Australia. Question asked why NZ doesn't adopt the ADG code</p> <p>Need to understand what this might entail.</p> <p>ACTION: Dom & Greg to make additional contact with Debra required to understand process and gather info (to discuss next steps) – report back by next meeting.</p> <p>(Mark MFI) Potential need to review SLP / pre-commissioning checklist as it has been close to 10 years– ensure it has been updated with any new requirements.</p> <p>ACTION: Mark to review initially and send back feedback to group, then the rest of the group to review.</p> <p>ACTION: Dom to follow up on new Work Safe contact for the group</p> <p>(Paul – McFalls) AFFF Foam (fluorine) fire extinguishers, illegal from Dec 2025.</p> <p>ACTION: Group to check their fleet.</p>	10 Mins	All

		<p>(Paul – McFalls) NZTA are auditing the industry regarding truck weights and measures.</p> <p>(Greg TLL) Discussion on logbook and rest breaks – does idling at terminals consistent a rest break.</p> <p>ACTION: Corban to send out regulations as per recent internal discussions</p>		
7	12.25pm	<p>Next meeting date/time/location?</p> <p>4th December 2024, 10:30am – 1pm Allied Petroleum Office – AKL (McLaughlin’s Rd.)</p>	5 Mins	All
8	12.30	Meeting closed at 12:00pm		