

Minutes of the New Zealand Drillers Federation Inc Council Meeting Wednesday 18 April 2012 at Wellington Airport Convention Centre.

Meeting convened at 9.25 am.

Present: Iain Haycock, Steve Faulkner, John Butt, James Chapman, Dale Preston,
Ken Mears, Tony Lyons, Marcus Durrant, Steve Pilcher, Mike Ormsby, Zane Brown.

Ken Mears and Tony Lyons being called upon to fill vacancy of the Council, as per rule 10.2(f).

Moved: Mike Ormsby/James Chapman Carried

1. Apologies: Dennis Stowe, Ian Shaw, Mel Griffith, Phillip Falconer.

Dennis was only available to attend the meeting for approximately 3 hours, this was not cost effective for the Federation, and therefore Dennis was not able to attend.

Ian Shaw had recently suffered a Stroke, and would need to be concentrating on his recovery. Council would be happy to help in any way possible. A card, to be delivered by Zane, wished Ian and Eliza the best for Ian's recovery.

Mel Griffiths is currently overseas and Phillip Falconer was unavailable, due to work commitments.

Motion: *"That the apologies be accepted"*.

Moved: Mike Ormsby / James Chapman Carried

2. Minutes:

Minutes of the previous meeting, held on Tuesday 6 December 2012, were read.

Amendment: *Tony Lyons was also called upon to fill vacancy of the Council, as per rule 10.2(f), however was unavailable due to work commitments.*

Motion: *"That the minutes and amendments be accepted"*.

Moved: John Butt / Ken Mears Carried

3. Matters Arising From Minutes:

New Zealand Standards 4411-2001

Iain spoke with Standards New Zealand regarding the prospect of making the above standard available online through our website to NZDF Members.

The following would be available to the NZDF:

- A Network Licence for a PDF of NZS 4411:2001 to NZDF
- The licence would cover access by authorised NZDF Members only, on the Federation's secure section of the website.
- The one-off licence fee based on 100 NZDF Members having the ability to access the Standard would be \$2,000* + GST.
- If the Standard were amended, we would provide a PDF of the amendment at no extra charge.
- If the Standard were revised, a new network licence arrangement would need to be entered into.
- Standards would provide a specially watermarked PDF of the Standard if the NZDF wished to proceed – this would note the licence agreement.

* Note that the pricing quoted is valid to 30 June 2012 – if NZDF wishes to proceed after 30 June, and updated quote would be required.

Council discussed the proposal and agreed, the Standard was a guide only, however, it is a professional document. In addition, there is a need for this to be available for Members clients.

Motion: *"That the Federation purchase a copy of NZ Standards 4411-2001, and make available to members via the secure site of the NZDF Website"*.

Moved: John Butt / Tony Lyons

Nominate Your Driller

Angela advised there had been a poor response to Drillers being nominated by their businesses. It was unclear as to why, as this had been sent out to Members with the Drill 2012 Conference registration.

Angela to give it another plug before Council draws the winning Driller.

Drill Skills

The Drill Skills Meeting to be held in Adelaide, was unfortunately postponed.

4. Correspondence Inwards

- Waterford Press – 2013 Year Planners, approval required for Members to be contacted regarding advertising. Moved: Mike Ormsby / Zane Brown. Carried
- Quality Machining – Membership for 2011/12 Paid in Full.
- Parents of Aria MacDonald – Have had a little girl, 12 weeks early, Sylvie Anne MacDonald.
- Stan Nicholson, Life Member – Requested a copy of the photo of Life Members in the recent ADIA Magazine – *Angela obtained a copy and forwarded to Stan.*
- Paul Bishop, Exito – Letter advising of the outcome of the independent inquiry as to Exito's performance, no a positive result.
- Riwia, Exito – Clarifying the Roles of Industry and Exito in the development and review of qualifications and unit standards.
- Philip Aldridge, InfraTrain NZ – Options for Infra Train to offer to NZDF.
- Steve Faulkner, Council – Attendance of Council Meetings.
- Judi Mears, TPP – Summary Report of Drilling Qualification from Westcoast Meeting with Exito.
- Riwia, Exito – Update of the Drilling Qualification Review.
- Exito – Notice of Annual General Meeting – 18 April 2012, Auckland.
- Drilling & Abseil Services Ltd – Change of Postal Address

5. Correspondence Outwards

- Brian Bouzaid, Exito – List of Council Members and their contact details.
- Members – Conference Registrations & Nominate Your Driller notice.
- ADIA – Confirmation of sponsorship of \$4,000 AUD for Pre-Dinner Drinks, with a NZ Theme.
- Quality Machining – Vice President, Steve Faulkner email to follow up on non-payment of 2011/12 Membership.
- NZ Standards – Information and costs for supply of Standard 4411-2001 to NZDF Members.

Motion: *"That Inwards/Outwards Correspondence be accepted and acted on accordingly"*.

Moved: Zane Brown / Dale Preston Carried

6. Financials

Angela requested that \$13,000.00 from the 02 A/c be transferred to the 00 A/c, as there would be no further funds coming into the Cheque Account as all Memberships were now paid and new memberships were not due until July.

Angela advised the Accounts and Audit for the 2011/12 Financial Year would be carried out by Milnes Beatson Accountants and John Murphy & Associates Ltd, Motueka, as proposed at the AGM. Consideration would need to be given for the 2012 AGM when appointing an Accountant and Auditor. With the next Executive Officer, potentially being in Wellington, would they want the accounting practices moved to Wellington? The cost of the smaller accounting practice in Motueka had been very favourable; whereas Practice from a larger centre may incur higher charges.

Motion: *"That financials be accepted, accounts passed for payment and funds transfer approved"*.

Moved: Steve Pilcher / James Chapman Carried.

7. GENERAL BUSINESS:

Executive Officers Position

Iain Haycock and Steve Faulkner had gone through the applicants and selected two with sound experience they considered may be suitable for the position. They would be meeting with them after the Council meeting.

Council Attendance

Business commitments have made it difficult for all Council attending meetings, however, it is important that Council have a good representation at meetings and quorum is met, so meetings are not required to be cancelled at late notice and Council Members and Federation incurring costs.

It is thought that the possible implementation of conferencing calling in the future; may alleviate this.

Exito

A recap of the last few months with Exito.

6 Dec 11 NZDF Meeting – Topic created by the Standards Review. Council voted – Vote of No Confidence in Exito. In order to resolve issues, Council requested deliverables from Exito by 29 Feb 2012.

9 Dec 11 Iain advises Kevin Walker, Exito of the meetings outcome and asks for deliverables.

18 Jan 12 Iain meets with Kevin Walker and Paul Bouzaid, Exito, where they acknowledge the issues.

29 Feb 12 NZDF Meeting – Exito table deliverables. A generic workbook and folder – pretty light on deliverables.

29 March 12 – A further Qualifications Review Meeting in Wellington, attended by James. Review going well.

12 April 12 – Update and Workshop on Drilling Qualifications Review held at Reefton. Productive.

- Paul Bishop, Board Member of Exito, is now dealing with NZDF as Kevin Walker is on leave. Paul is aware things are strained between Exito and NZDF. Exito asked to attend today's meeting, but were advised that this would not be necessary at this stage, as the NZDF would now need to consider its options.
- Exito have had Cornwall Strategic (an independent third party), to survey a number of Member/Drilling Companies, and have a clear picture that members are unhappy with the lack of contact and deliverables and have disengaged with Exito.
- Iain has spoken with Virginia Hilliard of ADITC regarding qualifications. They are open to tailoring their competencies to suit New Zealand.
- Iain met with Philip Aldridge of InfraTrain New Zealand, to discuss the NZDF's needs. Geographically they have a better spread for members and would be better at helping members on the ground than Exito have been; however, it was unclear that they would be any better than Exito in other similar aspects.
- ITO's have been rationalised by the Government, it appears that InfraTrain, and Exito may be in discussions regarding a merger.

Where to now for the NZDF?

The Industry needs to buy into training. Feedback tells us that members are not interested or engaged as a Federation.

The name Exito is associated with negativity and a lack of results. A similar theme with ITO's. The Industry currently has no interest in the current qualification.

NZDF OBJECTIVES

- Create Value in New Zealand Training)
- Recognisable by Industry) If it is a NZ Qualification or Not.
- Engages with Industry Personnel/Companies)

OUR OPTIONS:

1. Continue with the Status Quo (Exito)
2. Engage an alternative provider ITO (InfraTrain)
3. Consider partnering between ITO's (Exito/InfraTrain)
4. Abandon Industry Specific Qualification (Focus on Company level qualifications) *where we are now.*
5. Create Industry Qualification/Registration – A process that is managed and administered by NZDF.

Option 5 – NZDF Registered -Driller Assistant / Offsider
-Driller

Suggested Requirements:

- First Aid / Site Safe) TPP

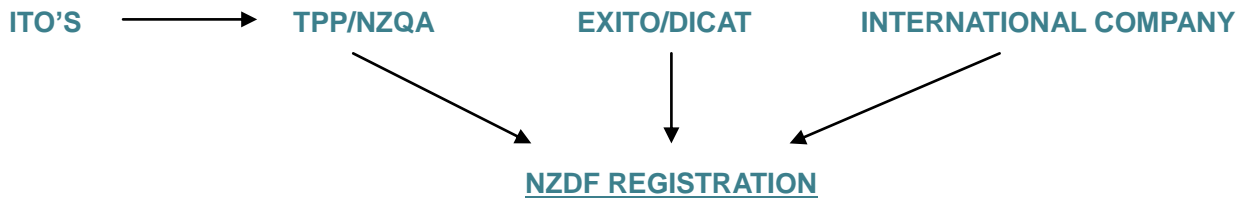
- DICAT Components (Relevant to NZ)) or
- Letters from Employers verifying experience in the field) NZQA
- Character reference from NZDF/ADIA Member)

For current personnel, this can be replaced by verified experience in the field, i.e. – 12-18 months for an Offsider and 6 years experience for a Driller.

Grandfather Clause for Senior Drillers with over 10 years experience.

Requires an annual membership fee to cover admin, etc. This could be administered at part of the Executive Officers job, in a spread sheet system of checking criteria for registration.

Being an NZDF Registered Driller/Drillers Assistant, would deal in part with the looming Local Council requirements for Registered Drillers.



Option 3 – Consider partnering between ITO’s (Exito/InfraTrain)

The work carried out with Exito for the Standards Review would be lost if NZDF were to sever ties now. The review has been going well. The NZDF need to recognise the work that has been put into the qualifications and when completed this will become a New Zealand Qualification. Exito and InfraTrain may merge.

1. NZDF need to support the Qualification Review, to completion.
2. NZDF need to be proactive with the Tai Poutini Polytechnic and the ADITC as there is still a significant hurdle to engage with the Drilling Companies.

Motion: *“It is the intention of the New Zealand Drillers Federation to continue to support the review for proposed qualifications currently underway. It is recognised that the disconnect between industry and the ITO remains unresolved and to this end the New Zealand Drillers Federation requests Exito consider providing accreditation to an alternative supplier to deliver drilling qualifications,(InfraTrain). The New Zealand Drillers Federation also sees considerable benefit in the resources offered by Tai Poutini Polytechnic and the ADITC and therefore requires Exito to be proactive towards these parties.*

Moved: James Chapman / Ken Mears All in favour Carried.

Some ideas for the NZDF Registration for Drillers/Offsiders were drawn up and discussed. As a number of Council needed to leave to catch flights, this concluded the discussion for the day.

Meeting closed at 3.30pm.