

Minutes of the New Zealand Drillers Federation Inc Council Meeting Thursday July 31, 2014 at Wellington Airport Convention Centre.

Meeting convened at 9.30 am

Present: Steve Faulkner, Ken Mears Bert Buunk, Marcus Durrant, Zane Brown, Mel Griffiths, Jeff Ashby, Iain Haycock, Tim Babbage, Tony Lyons, James Chapman, Debbie Lovett (Tony and James late due to flights delayed with bad weather)

1. **Apologies:** Mike Ormsby, Lyle Sharratt, John Butt, Dale Preston (retrospectively)

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

Moved: Jeff Ashby/Ken Mears

2. **Executive Officer**

Recognition was made of the huge amount of work done by Angela Chapman for filling in for the interim and sorting everything out. Gift to be sent to her.

Motion: *Debbie Lovett appointed Executive Officer*

Moved: Mel Griffiths/Iain Haycock.

3. **Previous minutes**

It was noted that Jeff Ashby and Zane Brown were both present and that John's flight was cancelled

Motion: *That previous minutes be accepted with corrections*

Moved: Iain Haycock/Marcus Durrant

4. **Inward correspondence**

- Cameron Dairies Ltd – Re: Honor Drilling work carried out, sent to Steve Faulkner, Steve replied and encouraged resolution between parties as NZDF not regulatory body.
- Mito Roadshow/Mito Summit – outcome email from Steve roadshow cancelled it will be launched without
- CV's for Executive Officer position.
- ADIA – Drill 2014 Promotion and request for NZDF Logo
- ADIA – Share profit initiatives for Drill 2014 – *Steve explained good numbers need to attend for NZDF to receive any \$ - target 30*
- Richardson Drilling – sold the trading name to Allied Contracting, therefore changed their registered company name to Richardson Drilling (2014) Ltd.
- Industrial Minerals – Change of Membership from Associate to Full Members.
- Anthony of AF Holdings – Enquiry into best practice installing galv pipe in well. – Iain replied and explained.
- Doug Chase – Unable to attend Drill 2014
- Keith Brown (Rio Tinto) not renewing this year
- The ACC Guys – info about Safety Star Rating scheme – new initiative between ACC Worksafe and MBIE – *to be forwarded to councillors*
- SMRS link to Guardian Magazine dedicated to drilling for Drill 2014 – *to be forwarded to councillors*
- Drill Connex/Inline Drilling – clarification over membership/sponsorship
- Virginia Hilliard ADITC – opportunity for sponsorship of Drilling Manual – *after discussion agreed to endorse by way of including our logo and promote to all drillers, suggest sponsorship left to advertisers*
- Judi Mears – concern over H&S standard 497 for registration/qualification inadequate – *moved to general*
- Mito update – drafts for the 4 levels were received – *moved to general*
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5. **Outward Correspondence**

- Copy of Magazine & Letter from Mito to Jo Gradwell, Kevin's widow.
- Condolence Card, Hamper, Letter to Jo Gradwell
- Obituary for ADIA Magazine
- Email reply to Virginia Hilliard ADITC- re: Reviewing the Drilling Manual.
- Copy of Legal Opinion to Russell Sherwin/Prodrill via email.
- 2014/15 Membership Subscriptions
- Drill 2014 Registration Promotional Flyer & Accommodation Form

- NZDF Logo to ADIA – (there was a disc that had the NZDF Logo in several different formats for members to send to members, etc, if required. This does not seem to be in the boxes from Kevin. May need to get another copy from 7 Design Secrets/netMaestro.)
 - Doug Chase – Angela/Steve replied – *moved to general*
- Motion: *Correspondence be accepted*
 Moved Debbie/Jeff

6. MITO – Qualifications Review

As the MITO representatives were shortly to arrive at meeting, some discussion followed about the draft qualification documents. As the documents were only sent the day before it was decided that all councillors to read carefully and advise Jeff Ashby of any changes by the end of next week.

MITO have invited us to join as members, it was suggested that we invite them to join us

Motion: NZDF join MITO at cost of \$500 and invite them to join NZDF

Moved: Jeff Ashby/Zane Brown

MITO representatives Verna Niao, GM Workforce Development, Michael Alsford, GM Quality Assurance and Michelle Crompton, Principal Advisor (Strategy and Performance) then joined the meeting. They explained the need to develop a practical workplace based context for the programme and to develop a pool of assessors, as there are currently only Sam Woodford, Tony Kingan and Bert Buunk who are known to have passed the necessary NZ4098 and 11281 (although there may be more). The basic training for this is a one-day workshop and then testing on examples of assessment. A discussion followed about the difference between companies who prefer internal assessment due to commercial sensitivity and the companies who due to contractual obligations cannot have internal assessments. Michael assured the meeting that there would be options for both and that the evidence had to be auditable to keep the quality/brand of MITO and that assessors would be re-registered annually.

Regarding the programme itself, council expressed concerns that it would not be a case of everyone passing, and that there would be a fail option. Verna reiterated that the quality of the programme came first and strong commitment would be needed from both the employer and employee for the study requirements and practical experience as it was a big undertaking, and it was critical to link them and work with MITO and they would prefer to be over-rigorous in the process.

MITO asked if council had any ideas about the level of demand and which of the levels should be given priority for development. It was felt that over time these qualifications would become a pre-requisite in the industry but for now it was impossible to predict. Council mentioned that the experienced drillers would not be interested in taking qualifications when they had been in the industry for a long time. Michael then explained about RCC (recognition of current competence) which was an opportunity for experience to be recognised within a formal process. He also explained how MITO had worked with numerous industries and can accommodate both old and new within this framework as unit standards are practical proof of competency. Council would prefer the timeframe experience for RCC to be within the last 5 years and not 20-30 years ago.

Following this discussion, it appeared that the whole programme would need to be developed before launch rather than starting and developing on the go. After learning about RCC, it seemed that there could be equal numbers for all levels at once. MITO also pointed out that offering staff the opportunity for tertiary qualifications would make an attractive package for employees.

Steve thanked them and the representatives left the meeting.

7. Drillers Registration

There was discussion about how the registration process would work in with MITO and it was suggested bronze/silver/gold/platinum to match in with levels 2/3/4/5 for qualifications.

Discussion followed about rules and regulations concerning registration and renewal.

Motion: *Sub-committee to work out the wording to cover this, which would be added as a clause on the registration application form*

Moved: Mel Griffiths/Zane Brown

Judi Mears concerns about NZ497 being inadequate H&S standard, should be replaced with 25046, 22456, 17602 was brought up. Jeff Ashby agreed to review this and as he is on both sub-committees, he will ensure both action together.

8. AGM

At this stage, it does not seem there are many people going, and there were only 7 confirmed councillors so far. Steve Faulkner to contact ADIA and get exact numbers and try and organise drive to get more people there, both to ensure quorum for AGM and for NZDF to gain any of the proposed profit rebate

9. Life members

Discussion followed about Doug Chase and his 90th birthday and the need to recognise the work he has done over the years for the Federation.

Motion: *Council to pay for flight and accommodation for Doug for next year's AGM*

Moved Iain Haycock/James Chapman

Steve is also to approach Doug to write some more articles for magazine.

Council discussed the number of life members and how and when other life members are appointed. It was decided to approach Bill Washington, Cecil Woodford, Lyell McMillan and Martyn Brown to ask them for input into the criteria needed and possible future life members.

Motion: *To make decisions on this at next meeting after receiving their feedback.*

Moved: Zane Brown/Tim Babbage

Meeting closed at 2.45pm.