

# Minutes of the New Zealand Drillers Federation Inc Council Meeting Thursday 12 May 2011 at Wellington Airport Convention Centre.

Meeting convened at 9.30 am

Present: Iain Haycock      Zane Brown      Mike Ormsby      Dennis Stowe      Mel Griffith  
John Butt      James Chapman      Marcus Durrant      Phillip Falconer      Tony Lyons  
Steve Faulkner      Phillip Falconer      Dale Preston      Angela Chapman

1. **Apologies:** Steve Pilcher, Graham Taylor, Ian Shaw.

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

Moved: James Chapman/Mike Ormsby      Carried

2. **Minutes:**

Minutes of the previous meeting, held on Thursday 17 February 2011, were read and accepted.

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

Moved: Mel/John      Carried

3. **Correspondence Inwards**

Woody, Waimea Drilling – Christchurch Earthquake Fundraiser – *General Business*

Thank you letter from the Alzheimer Association for Donation

Tai Poutini Polytechnic Discussion Paper – *General Business*

Steve/Australia – Recognised Drilling Tickets NZ/AU – *Angela to send on to Simon at ADIA*

David Broad DBC Construction Hamilton – Membership changed into the name of Technical Drilling Services Ltd

Irrigation NZ Inc. – Champions Water Meter Installation and verification industry accreditation programme – *Angela to forward to members for their information.*

4. **Correspondence Outwards**

Tai Poutini Polytechnic Scholarship Winner – Seamus Waters

ADIA – New Member Information

ADIA – Cancelled Memberships – Downer EDI & Torpedo Drilling, membership not paid or communications returned.

Baldwins – Statutory Declaration for Trade marking

NZDF Members – Christchurch Red Cross Earthquake Appeal

Murray Wallis – ERM NZ Ltd – Letter regarding Machine Guarding being addressed by members.

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

Moved: Mike/Zane      Carried

5. **Financials**

The Christchurch Red Cross Appeal had received \$32,750.00 in Donations from Members. With the \$7,500.00 set aside from the NZDF, a total of \$40,250.00 will be donated to the Red Cross Appeal.

Milnes Beatson Accountants have been booked for the End of Financial Year Accounts. The tight time constraints may mean that although the accounts will be completed, the independent audit may not be for the AGM on 6 August. However, every effort will be made to have all completed by this date.

The matured Term Deposit was deposited into the Cheque Account, to help offset expenses until 2011 Memberships flow in.

The ADIA Conference Cheque was deposited into the 0/2 Account, to help offset AGM expenses until registrations flow in.

Motion: *"That financials be accepted and accounts passed for payment"*.

Moved: Mel/Dale      Carried.

## 6. New Members

Full Supplier Member Application received from:

H J Asmuss & Co Ltd – Auckland

Individual, Associate Member Application received from:

Keith G Brown, Senior Principal Hydro geologist – Australia

Motion: *“That the applications for Membership be accepted”*.

Moved: Marcus/James                      Carried

## 7. General Business

### Tai Poutini Polytech

Thanks go to John Butt who travelled to Greymouth and presented the NZDF Scholarship Cheque to the Best All Round Student, Seamus Waters. Seamus was very pleased to have received the Scholarship and with how the course had run.

It was suggested that Council could look to hold a meeting in Greymouth in the future and possibly meet with the current students. A number of Council expressed interest in addressing each intake of students and would be happy visit the Polytech to give a little back ground as to how they entered the industry and encourage these students and the possibilities that lay ahead for them. Council that would be happy to meet with students during courses: Steve Faulkner, Iain Haycock, James Chapman, John Butt, Tony Lylons.

The Close Up feature on the Polytech Course the night before was well represented. Angela advised, since then, there had been a number of enquiries come through the NZDF Website about the course. These had been referred onto the TPP.

It was suggested that the NZDF work with the Polytech in further promotion and will enquire as to what their plans are for recruiting and marketing. We may be able to assist with funding for flyers, etc. Council reviewed a discussion paper from the TPP – *What basic skills does industry really want the students enrolled on the Tai Poutini Polytechnic Drilling Programme to graduate with?*

It was thought that the current programme was a fair representation of the industry needs; however, it was felt that the licence requirements and the entry age would not be a deal breaker in employing a student. By relaxing, the licence requirements and lowering the age may encourage younger students.

Suggested Changes:

- Students be 17 years of age – *Currently 18.*
- Hold a minimum of a Restricted Licence – *Currently Hold a full Class 1 Licence for 6 months at programme commencement.*

Motion: “Angela to advise TPP of the suggested changes”.

Moved: Steve/Mike                      Carried

Angela will also note in the upcoming magazine, that TPP can put training packages together for member companies and are happy to come to them to carry out the training. They can call Michele, and TPP will do their best to accommodate their training requirements.

The TPP expressed their very grateful thanks to Angela and the NZDF for their help and support with this programme.

### Exito

Exito’s Christchurch Branch had been damaged in the Earthquake and the Meetings to be held at Waiheke Island had been cancelled.

Ian, Mike and Mel had meet with Wendy Devine and Paul Wilkinson from Exito.

There was discussion on the previous Delivery Models, which have been very hands off. This has not worked for the Drilling Sector. Exito recognise that they need to be more hands on.

They are now proposing 3 Delivery Models – Based on a rebate system.

Option 1: For Companies that do not wish to get involved in any of the training – No Rebate.

Option 2: For Companies that are involved in the training – 30% Rebate.

Option 3: For Companies that have a number of resources to aid in their staff training – 60% Rebate.

The NZDF have asked what they can do to assist in facilitating this.

Exito now have a list of trainees from 17 non-hydrocarbon companies and 3 hydrocarbon companies. They had a number of trainees that were not active. They now have 133 listed. A Council member reported on having a visit from Exito and has had the most productive meeting and outcome since dealing with them. A very different experience. They still needed to fix the link between Exito and Companies.

### **DRILL 2011**

Registrations for Drill 2011/AGM has been sent out but were quickly withdrawn when there was confusion over GST exclusive registration prices and bank account details. These adjustments have been made and Registrations would be emailed and posted out to members. The Programme and Registration form would be appearing in the next ADIA Magazine free of charge.

### **Website**

With the main audience being the Members – Contractors, Suppliers, Individuals, a number of steps could be taken to better improve the website for its members, making it a useful tool.

- A News area could be made larger – a news module can be added that manages releases.
- Generic Forms –Pre-Employment Form, Employment Agreement, Drug & Alcohol Policy, Short Form Agreement, Health & Safety - Referral to Labour Department link, Hazard Alerts.

These would need to be accessible to members only, - Password/Access code required.

These would need to be word documents that members could change.

With the NZDF Logo.

A disclaimer on each document.

- Advertising spaces available to supplier members to advertise on. Could contain their specials for a period to time. Angela has already had an enquiry for this.
- Links for supplier deals – fuel/phone companies etc – Iain contacting a few for deals.
- Sale items could perhaps be added in the future.

It needs to be simple and easy to administer.

It was suggested that Consulting Companies should also be encouraged to become members of the Federation. Angela to contact the likes of URS, T&T, Becca, etc.

### **Christchurch Red Cross Earth Appeal**

A total of \$40,250.00 raised could now be donated to the Christchurch Earthquake Red Cross Appeal. There was a discussion regarding any concerns with where the funds would go once donated to the Red Cross and that they would be allocated correctly. Iain will contact Red Cross and enquire as to whether the NZDF's donated funds can be used specifically for such things as equipment, etc.

### **NZDF Moving Forward**

Looking at the advantages and benefits to members, commercial and non-commercial.

It was agreed that benefits for members needed to be more than just financial.

Iain is drafting a letter to a few suppliers to try to secure some benefits for members.

Angela will arrange for the changes to website to include forms for members and advertising opportunities.

A Questionnaire would be put together to go out with membership a renewal outlining what has been done and what's being done in the future. Members will be able to add their comments at the bottom.

The next meeting was set for Saturday 6 August 2011, before the AGM.

Meeting closed at 2.55pm