

**Minutes of the New Zealand Drillers Federation Inc Council Meeting  
Friday November 30, 2018 at Miramar Golf Conference Centre**

**Present:** Mel Griffiths, Sam Woodford, Dale Preston, Iain Haycock, Malcolm Clemence, Pip Buunk, Russell Baylis, Steve Pilcher, Tim Babbage, Zane Brown, Debbie Lovett

**Apologies:** Marcus Durrant, Mark de Goldi, Steve Faulkner, Jeff Ashby, Tony Lyons (hospital)

**Minutes of previous council meeting**

Moved Steve Pilcher/Sam Woodford

Matters arising moved to general business

Janet Lane will attend the meeting for an update

**Correspondence**

DATE	FROM	SUBJECT
09-Oct	outwards	Ken/John and voting process <i>Following call from Dale re Ken/John and voting process I had voting papers and blank spreadsheet verified independently. Rang Sam and he called Ken and let him know result officially and reassured him of process. He said he had no problem with process</i>
09-Oct	outwards to MITO	scholarships <i>Emailed MITO details of this year scholarship winners. Requested invoice for this. Also reiterated that funds from previous scholarship be left in to be used to issue credits for unit standards awarded at future training courses such as screens, mud school etc</i>
09-Oct	outwards to scholarships winners	<i>sent emails to companies concerned informing them of winning</i>
18-Oct	MITO	scholarships <i>MITO copied us in on their congratulation letters to scholarship winners including details of one year and enrolment where necessary</i>
29-Oct	ManageACC	Submission to ACC <i>NZDF specific submission concerning wrong classification of drillers industry wide. Forwarded to all contractors</i>
09-Nov	MITO	Notice of special general meeting <i>Checked who was going as our rep (Iain) and councillors voted on special meeting item</i>

Moved: Tim Babbage/Dale Preston

A discussion followed about the voting process. Rules review to include voting process more thoroughly. Suggestion to have number instead of name on paper will be better for verification. Arrange for independent person to be there for verification on day.

## Finances

DATE	FOR	AMOUNT
17-Oct	Lovett reimburse charges for meeting	\$ 6,432.12
17-Oct	Plasticard - Drillers Reg	\$ 42.85
17-Oct	Clemence refund late cancellation	\$ 450.00
30-Oct	Griffiths reimbursement	\$ 303.29
30-Oct	Lovett hours October	\$ 1,950.00
20-Nov	Plasticard - Drillers Reg	\$ 33.93
20-Nov	Murphy & Blanchett - audit	\$ 1,552.50
20-Nov	Milnes Beatson - EOY accounts	\$ 2,041.25
20-Nov	WHS - copies for awards & AGM	\$ 128.15
20-Nov	MITO - scholarship	\$ 1,830.00
20-Nov	MITO - scholarship	\$ 1,830.00
	<b>Expenses Oct/Nov</b>	<b>\$ 16,594.09</b>
Subs	Associate member 21 @ \$500	\$ 10,500.00
	Magazine only 2 @ \$90	\$ 180.00
	Full member 29 @ \$550	\$ 15,950.00
	Full member 18 @ \$650	\$ 11,700.00
	Full member 18 @ \$750	\$ 13,500.00
Donations	training	\$ 1,175.00
	scholarships	\$ 650.00
	history	\$ 850.00
	<b>Membership income</b>	<b>\$ 54,505.00</b>

Compared to old billing method of \$600 per full member we have a gain of \$2150 plus \$2675 in donations. All members except one renewed this year

## Conference

12-Sep	Paddy O'Brien	\$ 5,060.00
03-Oct	band Sat night	\$ 1,650.00
04-Oct	ladies Day	\$ 2,591.00
08-Oct	Tim Shadbolt	\$ 2,900.00
08-Oct	music Friday night	\$ 600.00
08-Oct	party hire	\$ 5,076.56
08-Oct	Rooms, food, drink	\$ 30,149.70
10-Oct	breakfasts	\$ 4,163.50
11-Oct	Clip n Climb	\$ 96.00
31-Oct	Buses Sat	\$ 935.00
06-Oct	Museum entry 105 x \$32	\$ 3,360.00
	vans	\$ 160.80
	<b>Total expenses</b>	<b>\$ 56,742.56</b>
	Registrations	\$ 26,930.00
	Partner registrations	\$ 8,120.00
	Sponsors	\$ 17,600.00
	Trade booth	\$ 300.00
	<b>Total income</b>	<b>\$ 52,950.00</b>
	<b>Difference</b>	<b>-\$ 3,792.56</b>

Cancellations totalled \$3900 and some of these came too late and meals etc had to be paid for. On Sat night there were at least 6 meals left over

Moved Zane Brown/Iain Haycock  
Conference discussion in general business

## **General Business**

### **Member behaviour/conduct** (Steve Faulkner) – via Skype call

Steve raised the point that whilst there is a process for vetting members we have nothing in place if we needed to remove them for misconduct or disrepute.

Currently rule 6.2 is fairly vague about the process it just states that:

*“The membership of any member may be cancelled if the Council shall be satisfied and resolve that the continued membership of such member is not in the best interests of the Federation....”*

The Mission Statement also has nothing about this. Should it be a stringent requirement like an employment agreement? There is the clause on the membership form which is signed on application form but we either behavior or workmanship can affect Federation in different ways. This needs to be investigated further and tabled again at next meeting. We also need to find out the situation regarding the changes to the Societies Act as nothing seems to have happened for some time (possibly shelved with change of government?) as we should include this area in the rules review. There are links on the Societies website

**Action:** Debbie to investigate and circulate to council

### **Complaints Registration Form**

Iain tabled the document and explained the reasoning behind development. There were explanations about previous cases and the problems caused.

It was agreed to change the wording to technical panel of 3 or more experts who can be co-opted. After discussion it was agreed not to have document on website rather Mel to send out if needed as he is the one who gets most complaints direct

**Action:** Debbie to update changes and send to Mel and copy councillors

### **MITO update**

Janet Lane and Wayne Cook joined the meeting

Janet introduced Wayne who has successfully negotiated the ADIA contract. MITO now has the exclusive licence for DICAT in NZ with Sam Woodford marking papers. This is a great achievement

Janet then introduced the new pricing structures:

Level 3 including manual currently \$1452 – 2019 price \$1325 per year (one year course)

Level 4 including manual currently \$633 – 2019 price \$450 per year (two year course)

New - level 3&4 together over 3 years \$450 per year. This is eligible for fees free so if eligible, this could be available for only \$450 total

New class RCC only - \$2115 – this is a one off charge for the considerable time needed to collect and collate the evidence required

General update – there have been 26 completions over the first two years. Steve Pilcher added that 4 of his attended a ceremony with mayor to receive their certs. There is going to be an E-version of the drilling manual but this will take some time

Mel thanked Janet for all the hard work getting us to this stage after the many years we had to wait for this qualification

With this new structure we are in the ideal position to bring new people to the industry with apprenticeships. This needs to be promoted into schools as well as workplaces. We need the industry to endorse these qualifications and the Federation will promote to all councils and major clients

**Action:** Letter to go to all councils and major clients – wait for MITO marketing release then decide best course of action

### **Drilling Awards**

Mel presented Russell with his trophy for runner up in this. Following some discussion it was agreed that for future years the close off would be 3 months before. The life members would then all vote together and the final three would then have time to prepare a presentation at the conference

### **Matters arising**

#### **Drinking Water review updates (Mel)**

The Drinking Water Standards Review group have met. Bores are only a small part of the review. They consider that a well and a bore are different things as are wellhead and borehead. There followed some discussion around this and which would be more suitable as Mel has to take Federation decision back. Iain suggested that wells “produce something” where a bore is a hole in the ground regardless of whether it has water. It was finally agreed to go with “water bore” and borehead. This is only for municipal purposes which is over 21 people.

#### **NS4411 Standards review**

Zane and Iain attended this meeting. They definitely want change but lots of organizations are involved. Obviously since the Havelock incident there is a need for review. The problem is that the geography of New Zealand is variable so the standard needs to have intent rather than be prescriptive. A best practice document may be a better idea but this was outvoted. NZDF to reimburse Iain and Zane flights for meeting. There seems to be some funding issues around the whole thing. If continued meetings are necessary we should be charging them for consulting

#### **History updates (Jeff) and life member interviews (Mel)**

The list that Jeff has compiled with approximate chapters to be forwarded to new councillors Russell has already interviewed Gordon and is booked to interview Bill, Hamish and hopefully Lyell in two weeks time

**Action:** Debbie to forward document to Russell

#### **Piling contractors /drillers qualification and memberships (Mel/Sam)**

Currently waiting for Bert Buunk to get back to us

#### **Worksafe/WES/BEI consultation update (Sam/Steve F)**

Sam sent document to me this morning. To be forwarded on to all councillors for comment on level of checking that we require. After discussion general consensus not to be overly onerous

**Action:** Debbie to forward Sam’s draft document to all council for replies within a week

### **Plumbers Act update (Marcus)**

Marcus had emailed report on this to all councillors before meeting. Sam has emailed Irrigation NZ with support

**Action:** Sam to follow up

### **New business**

#### **Meeting venues**

With limited bookings available at Miramar it was agreed to have next meeting at Christchurch and then discuss further. The Bunker Room was a much better room than previous. Airport conference centre to re-open sometime next year

Next meeting to be April in Christchurch

**Action:** All councillors to check their calendars and advise best dates asap – agreed not Fridays or Mondays

#### **Conference debrief and AGM weekend frequency/length discussion**

Nobody has volunteered to host next year – needs to be small AGM weekend rather than conference. Decided to ask for volunteers otherwise to hold AGM only with possible option of staying on for weekend – possibly All Black game etc to be organised by attendees?

If just AGM can promote ADIA Darwin as several already keen to go

2020 – Drillforce hosting – planning already underway

2025 – Baylis Bros – the 50<sup>th</sup> anniversary?

Richardson Drilling not sure which year their anniversary is

Discussed Rhys letter of suggestions/recommendations mostly around structure of pricing and whether partner and delegate should be same price, listing of sponsorships/trade booths etc

The main problems seem to be late registrations and also late withdrawals. Need to have both earlybird registrations and late registrations much higher. Also need to be clear from start about cancellation policy

**Action:** Debbie to email all members asking for volunteer to host weekend

**Action:** Mel to find out about deal for Darwin

#### **Future training courses planning**

Blick and Deeco both keen to run further mud schools/screens courses

Ian Spiers used to run compressor courses would be handy – to be investigated

Possible: practical coring, cementing, bentonite

**Action:** Steve Pilcher to chase up Ian Spiers

**Action:** Tim to look into coring

**Action:** Iain to contact Goughs

#### **Employment law changes and EmploySure (Mike Ormsby)**

Mike Ormsby had a query re an employment issue and EmploySure

EMA has plenty of advice on their website

If we have document templates on our website (employment contracts and job descriptions) under Members we would need to have a disclaimer and be clear about date they were updated. We should contact our lawyer to check out anything before we make available. At this stage we don't have one.

**Action:** Debbie to contact Kensington Swan about being our lawyer

How much workload due to geothermal and view on developing as a sphere of work across NZ and the Pacific (James Molloy)

Action: Debbie to contact James for clarification

### **Newsletter**

To be prepared to go out after council meeting. Include MITO exciting news (have to wait a week), conference, promote registration and mention the other issues that council are working on. Also encourage business to print them out and put them on notice boards/in lunchrooms etc to promote reg and quals to employees. Option to subscribe to newsletter is in newsletter if companies forward to their staff as well.

Need to promote scholarships on Facebook page

### **Other**

Philip Webb needs reply about the action being taken on Plumbers Act stuff

Action: Marcus to contact

### **Drillers Registration**

Iain spoke to this as it is embedded with our qualifications. We need to be letting councils and consultants know about it to promote it and make it more worthwhile. Need to send a letter asking for support from councils and consultants. It is also probably time to review standards and requirements

*Motion: To draft a letter to all NZ councils advising them of the NZ Drillers Registration and Qualifications and requesting their support/acknowledgment of such within their procurement procedures*

Moved: Iain Haycock/Mel Griffiths – carried unanimously

Action: Iain to assist Debbie with wording for letter to councils etc

Meeting closed at 3.26pm

Next meeting April at The Meeting Rooms, Christchurch exact date TBA