

**THE NEW ZEALAND GEOTECHNICAL SOCIETY INC.**

**2016 / 2017 FINANCIAL YEAR  
MINUTES OF MANAGEMENT COMMITTEE MEETING 02  
TUESDAY 07 MARCH 2017**

**Opus International Office,  
Level 10, Majestic Centre, 100 Willis Street, Wellington**

**1.0 PRESENT**

Tony Fairclough (TF), Sally Hargraves (SH), Gavin Alexander (GA), Guy Cassidy (GC), Kevin Anderson (KA), Eleni Gkeli (EG), Ross Roberts (RR), Marlene Villeneuve (MV), Teresa Roetman (TR) Frances Neeson (FN), Stuart Read (SR).

**Apologies**

Charlie Price (CP),

**Visitors**

Gilles Seve (GS) Mike Stannard (MS)

**2.0 MINUTES OF PREVIOUS MEETING**

- Several minor amendment and corrections were made to the November 2016 Minutes of Meeting
- Committee unanimously accepted the minutes once all changes had been documented.

**Acceptance of Amended Minutes Moved by Tony Fairclough  
Seconded by Sally Hargraves**

**3.0 CHAIR'S REPORT**

- Due to illness, the Chair's Report was unavailable at the time of this meeting.

- TF reported that the Chair intends to provide his report for the previous quarter at the next management committee meeting in June.

**4.0 TREASURER'S REPORT**

- TF went through his Treasurer's report.
- TF stated we were currently slightly above budget. As on 31 January 2017 the NZGS assets were currently sitting at around \$560k.
- The budgeted minimum balance for the 2016/2017 Financial Year is approximately \$400k. This is in line with the size of our membership and the fund reserves which are held by similar sister organisations such as SESOC.
- The Committee discussed the following initiatives which could be undertaken in the next financial year should the current strong financial position continue to be maintained:
  - GA suggested NZGS could sponsor a delegate from an emerging country to attend the upcoming ANZ Conference and/or the international conference in 2021 if Australia were successful with their bid. SR will advance this idea further with RR and report options back at the next committee meeting. The committee discussed and agreed an indicative maximum budget of \$10k to \$15k for this initiative.
  - The committee discussed if it should award a second NZGS Scholarship in future years. This initiative was tabled by SH due to receiving eight strong applications for this award this year.
  - RR stated he would like to see some money used to provide high-value technical training which is targeted towards small to medium sized companies that do not have the capacity to provide this facility in-house.
  - TF suggested the committee should consider increasing funding to the branches and/or subsidising more speaker visits to the smaller branches. This would help to increase the activity and value of NZGS membership in the regional branches.



- GC stated he would like to see NZGS publishing supporting documents for the New Zealand Geotechnical Database to help foster its use and growth.
- TF suggested that NZGS could sponsor uploading of data to the New Zealand Geotechnical Database to help seed its growth and value to the wider membership. TF to discuss this initiative with John Scott of MBIE.

**Acceptance of the Treasurers Report Moved by Guy Cassidy  
Seconded by Eleni Gkeli**

## **5.0 SECRETARY'S REPORT**

- Status of membership as of 13th February 2017
  - Society membership..... 1110
  - Students..... 83
  - Affiliated to ISSMGE..... 673
  - Affiliated to ISRM..... 167
  - Affiliated to IAEG..... 232
  - Affiliated to IAEG with bulletin..... 172
  - Life Members..... 6
  - Libraries..... 1
  - Newsletters..... 9
- TR to email student members and update their membership status as appropriate.
- TR to contact IPENZ and obtain a list of all NZGS members who have resigned from the society over the past 2 years. TR to update her list of members. TR will also request that IPENZ contact her as soon as possible when any member resigns in the future.
- RR to update the website with guidance to members as to the procedure to resign or notify the Secretary should their status change i.e. unemployed or graduation from student member.

**Acceptance of the Secretary's Report Moved by Tony Fairclough  
Seconded by Gavin Alexander**

## **6.0 PUBLICATIONS**

- MV would like to include a special feature on the Kaikoura earthquake in the June 2017 edition of the Geomechanics News (GeoNews). FN volunteered to assist MV organise and compile this article. FN to send MV contact details for key members within NCTIR.
- TR to send the University of Canterbury and the University of Auckland a carton each of surplus copies of the last GeoNews (December 2016) for distribution to Students.

## **7.0 WEBSITE**

- RR reported that the website library is being well used. The Events, Modules and Careers pages are also popular.
- The NZGS Website was compromised in February 2017. The issues which were caused by this attack have been fixed, security improved, and the website is now working correctly.
- If anyone has any useful papers to add to the website please email them to RR who will arrange for them to be uploaded to the NZGS Website.
- It was proposed, discussed and agreed by the committee that the website "Committee Calendar" should be deleted and only the main events calendar maintained.

## **8.0 NZGS FUNDED SEMINARS, SHORT COURSES AND OVERSEAS SPEAKERS**

- Rankine Lecture:
  - This lecture series will commence in three weeks.
  - TR to finalise hotel arrangements for Richard Jardine.
  - Dinners yet to be organised.
  - For the Auckland Branch venue Mick Pender and Laurie Wesley will do the greetings / introductions / thanks.
  - For the Christchurch Branch venue Charlie Price and Misko Cubrinovski will do the greetings / introductions / thanks.
  - For the Wellington Branch presentation David Jennings, Peter Amos and Eleni Gkeli will do the greetings / introductions / thanks.



- **NZGS Engineering Geology Course:**
  - Planning is well advanced to hold this course during late August and early September 2017.
  - Main presenters are to be Stuart Read and Ann Williams with Fred Baynes from Australia.
  - Venues for the course will be Auckland Council (RR) for Auckland. Opus (EG) for Wellington. Opus in Christchurch (FN) yet to need confirmation.
  - EG to keep dates around the AGM/Management Meeting as a “rest day” during the course series.
  - There will now be a day between each course which is a small added cost.
  - Currently proposed that the attendance cost will be \$800 per attendee. This cost is dependent on a total of sixty attendees from all three branches. EG would like feedback on this from the committee.
  - EG and GA to review and confirm the gratuity payments for all presenters.
  - The Management Committee discussed and agreed, if necessary, to subsidise the overall cost of this course up to a maximum of \$5k. EG to contact TF if it looks likely that a subsidy will be required.
- **Workshops at NZGS2017:**
  - GC advised that no workshops have been arranged for this event yet.
  - MBIE has confirmed that they intend to hold a master class on the Thursday before the Symposium. GC to contact MBIE to discuss possibility of holding a course in conjunction with NZGS2017 Symposium. GC to advise EG of any outcomes from this discussion.
- **IPENZ Courses:**
  - The management committee discussed and generally agreed that the IPENZ managed Geotechnical Module training courses appeared to be well attended and going well.
  - SH suggested that some of these training courses should also be held in selected smaller centres.

- **Terzaghi Lectures:**
  - CP to continue discussions with the view to arranging a lecture series by Tom O'Rourke. AGS have this on their calendar.
  - David Airey had confirmed with SR that no Rock Mechanics themed lectures are programmed by the Australian chapter of the ISRM/AGS for 2017. SR is attending the next AGS meeting in Australia and will raise the possibility of arranging a joint AGS/NZGS rock mechanics lecture for 2018.
- A lecture series by Vaughan Griffiths during 2018 was discussed and strongly supported by the management committee. It is requested that EG and CP work to finalise arrangements to enable this.
- EG to look further into arranging a lecture tour by Richard Jardine in 2018 on Soft Soils. GA recommended that consideration also be given to getting Richard to provide a lecture tour or workshop on Piles. EG to contact Richard Jardine and discuss further.
- Ruth Allington has offered to make a presentation either before or after the upcoming NZGS2017 Symposium. GC to pass Ruth's contact details on to EG so that she may explore this opportunity further.

## **9.0 LOCAL SOCIETY LIAISON**

- **Engineering and Design Reference Group:**
  - Mike Stannard advised that MBIE are going through a departmental review and possible restructuring over the coming months. TF offered the support of NZGS during this review process should he require it.
  - Mike Stannard advised that he is scheduled to go on leave for 5 months starting in May 2017. TF thanked Mike for all his hard work over the last 7 years, in particular during the Canterbury Earthquake Recovery process and the subsequent compilation and issue of the Earthquake Geotechnical Engineering Guideline Modules.
- **NZSEE/SESOC NZGS Liaison:**
  - TR to invite the respective NZSEE and SESOC chairs to all upcoming NZGS management committee meetings. If the

sister society Chairs aren't available then it is appropriate that another representative attend.

## 10.0 STANDARDS

- CE-015, Review of AS1726:
  - Final review and formatting of the revised document is currently in progress. The document should be publically released within two to three months. TF to advise the committee when the revised document has been released.
- 1170-5 Earthquake Actions.
  - KA advised that the revised document is now published.
- NZ Standards:
  - MBIE sent NZGS a questionnaire during January 2017 which TF completed and returned on the behalf of the management committee. This questionnaire was basically confirmation of the standards on which NZGS would like to have input during the proposed review and update program.
  - A significant standards review program is currently proposed by Standards New Zealand (now a department within MBIE)
  - RR expressed interest in being involved in the review panel for NZS4404, NZS4431 & NZS4402.
  - EG expressed interest in being involved in the review panel for NZS 4402.
  - SH expressed interest in being involved in the review panel for NZS4431 & NZS4401. SH also advised NZGS should be involved with the review of NZS4431, NZS4402 and NZS3604 should this be undertaken in the future.
  - KA expressed interest in being involved in the review panel for NZS1170.0 & NZS1170.5.
- AGS4:
  - RR advised that a new international version of AGS4 had been written. As a result of this an updated version of the AGS4 NZ document will also need to be developed.
  - RR to contact the original AGS4 NZ sub-committee and report back to the NZGS management committee their recommendations for further action.

## 12.0 GUIDELINES

- Earthquake Engineering Design Guidelines:
  - All of the currently-planned documents have now been released for public consultation except Module 6 “Retaining Walls” and Module 5 “Ground Improvements”.
  - Mike Stannard reported that an editorial committee meeting was held last week which concentrated on Module 6. During this meeting Kevin McManus agreed to have a second draft document ready within a few weeks. A copy of the second draft document will be issued to a wider review group, which includes KA, as soon as it is available.
  - Gilles Seve advised Module 5 is almost complete and will be sent to Jeff Martin next week for final review. A copy of the “Final Draft” document, after comments from Jeff have been incorporated, will be sent to TF and the rest of the NZGS management committee as soon as it is available.
- A “First Draft” copy of the Module 6 document was circulated around the management committee for their information. Geotechnical Investigation Specification:
  - RR reported that a Final Draft version of the Ground Investigation Specification had been in public circulation for several months.
  - Gilles Seve advised that MBIE cannot endorse or release this document. Gilles requested that NZGS and/or Auckland City Council find an alternative public release methodology which does not involve MBIE.
- Gilles Seve advised that he is leaving MBIE within two weeks.

## 13.0 WORKING GROUPS

- Red Book:
  - GA advised that an updated version of this document is being assessed at present and he plans to remain actively involved on the group for the time being.
  - Once the current round of reviews are finished the document will be complete and ready for referencing in the forthcoming regulations





- GA is attending the next steering group meeting which is to be held next week.
- Geotechnical Engineer BOKS:
  - A draft version of the Geotechnical Engineer BOKS was published in the last GeoNews and was sent to all NZGS members via email last week for feedback.
  - Only two feedback emails received to date with differing views.
- Engineering Geologist BOKS:
  - MV advised that this document is approximately six months behind the development of the Geotechnical Engineer BOKS, however, a First Draft document is close to being ready.
  - MV would like to include an additional step in the document development process that comprises issue of a draft document to the PEngGeol assessors for feedback.
  - SR to contact IPENZ and discuss a potential “cross over document” for those members who will not fit within the proposed Engineering Geologist or Geotechnical Engineer definitions.
- IPENZ committee on Technical Publications:
  - No one has contacted GC and he hasn’t been invited to any meetings.
  - GC will contact Kieran Devine and SR will take over this task with GC not standing for re-election to the management committee this year.
- Submission on Proposals for Regulations:
  - GA is not happy with the amount of feedback from the committee on this document and he would have preferred more feedback.
  - GA thanked CP and KA for their feedback on this document.
- IPENZ Forum in Wellington:
  - TF will attend this forum in place of CP.

#### **14.0 AWARDS**

- NZGS Scholarship :

- SH reported that eight applications were received this year for the NZGS Scholarship.
- Three applications were short-listed and the judging of presentations and final selection will be completed by CY Chin, Eleni Gkeli and Stuart Read on 08 March.
- As discussed previously during the treasurers report, due to the high standard of applications this year, SH requested that the Management Committee consider the award of a “Second Place” scholarship prize. This was discussed and agreed by the management committee. SH to discuss the value of the second place prize with the Judges and report back to the Chair and Treasurer ASAP.
- Student Poster Award
  - This has been judged and the winner will be announced at the next Auckland branch meeting after the Rankine Lecture.
- Richard Wolters Prize
  - The management committee discussed this prize and agreed that we need to encourage more applications for this award.
  - SH suggested the top three papers from the YGP could be put forward, the best research paper would be preferable.
  - The November NZGS2017 Symposium may be a good place to start.
- 6iYGC
  - David Buxton has submitted his claim for this award and we are waiting for Pip Mills to do the same. TR to contact Pip Mills ASAP.
- Shamsher Prakash Award
  - Email to be sent to all NZGS members to inform them that they may submit entries for this award direct to the “Shamsher Prakash “ website.
- 6ICEGE Fund
  - GA submitted an application to draw sponsorship from this fund to attend the 2017 Vancouver international conference on seismic engineering.



- This application was discussed by the management committee and it was agreed to award GA a grant of up to \$5,000 including GST to pay for travel, accommodation and/or conference fees.
- GA to submit an expenses claim to NZGS for this award, supported by GST receipts, via the normal process.
- Upon his return GA is to make a presentation of the key lessons learnt from the conference at no less than four branch meetings.

**Approval of GA Request for Sponsorship Moved by Tony Fairclough  
Seconded by Sally Hargraves**

- TF tabled an application from CP to jointly draw sponsorship from the NZGS Chairpersons Travel Fund and the 6ICEGE Fund to enable his attendance at the upcoming 2017 ICSMGE Conference in South Korea.
- This application was discussed and accepted by the management committee, with the costs to be split 50-50 between NZGS Chairpersons Travel Fund and the 6ICEGE Fund.
- CP to submit an expenses claim to NZGS for this award, supported by GST receipts, via the normal process.
- Upon his return CP is to write an article for publication in the GeoNews which summarises five key papers from this event.

**Approval of CP Request for Sponsorship Moved by Sally Hargraves  
Seconded by Ross Roberts**

**15.0 COMMUNICATIONS**

- The need for the NZGS Management Committee personal contact details to be held by the Secretary was discussed.
- It was agreed that each committee member should forward their personal address and phone number details to TR ASAP.

**16.0 INTERNATIONAL SOCIETY LIAISON**

- ISSMGE
  - TR to contact Mark Jaksa to confirm if the appointment of GA to the Australasian VP role has been formally accepted.
- ISRM

- SR read through his report to the committee. No significant issues identified or question raised.

- **IAEG**

- The next IAEG management committee meeting is scheduled to be held in Kathmandu later this year. SR recommended that the incoming VP (Doug Johnson) attend this meeting. SR to contact AGS and Doug Johnson to discuss this appointment.
- TF to contact Doug Johnson and confirm, or otherwise, his attendance at this meeting.

**17.0 TRAINING AND QUALIFICATIONS**

- This item was discussed under Item 13.0, "Working Groups"

**18.0 CONFERENCES**

- NZGS2017 Symposium
  - GC reported that EQC has confirmed sponsorship of this event.
  - Finances are in a strong position and sponsorship is good.
  - Full ticket price is expected to be \$600 which will include dinner. Attendance at the MBIE Master Class, if held, will be extra.
  - Student delegates will be heavily subsidised but final details are yet to be planned out.
  - Abstracts will be summarised by subject area. Keynote speakers have been organised. EG suggested that the attendees should be informed how this will work at the start of each day.
  - There will be a special Wellington/Kaikoura earthquake session. Also a slot for recognition of past Geomechanics Lecturers.
  - GA suggested issuing the proceedings on a Smart Card which is a cost of around \$10 each. The proposal was discussed and generally agreed by the committee.

**19.0 YGP ACTIVITIES**



- FN to provide a report to EQC and finalise the financials for the conference ASAP.
- FN to contact Pierre Milan and discuss the possibility of having a Best YGP Paper Award at NZGS2017.
- Could all committee members please assist FN to identify a suitable "Assistant YGP Liaison" candidate. The objective of this is to help ease the workload of FN, and, enable succession planning.

#### **20.0 BRANCH ACTIVITIES**

- All branch reports were taken as read and discussed
- The committee discussed ways to increase presentations to the branches. GA and EG to work together on this.
- TR/TF to look at finding a new Branch Co-ordinator for the Hawkes Bay area.

#### **20.0 GENERAL BUSINESS**

- The date and place for the next AGM was discussed and agreed as 06 September 2017 in Christchurch.
- The key dates for the 2017 round of NZGS management committee elections were discussed and agreed as follows:
  - Call for nominations: ..... 07 June to 04 July
  - Compile nominee profiles..... 05 July to 18 July
  - Issue voting papers: ..... 19 July
  - Voting period: ..... 19 July to 02 August
  - Counting of votes: ..... 03 August to 08 August
  - Confirmation of new members: 09 August to 15 August
  - Notification of new committee: 16 August
- The intentions of the existing management committee members for the upcoming round of elections are as follows:
  - GC to stand down this year.
  - SH to seek re-election.
  - CP to continue as Immediate Past Chair
  - TF to move to Chair
  - KA yet to decide.

- Life Members
  - The committee discussed and agreed that the honour of Life Member should be awarded to CY Chin and David Burns.
  - GA to sponsor CY Chin.
  - Jeff Farquhar to sponsor David Burns.
  - The above awards will be announced on 23 August 2017 and entered into the papers for the AGM.
  - RR to publish a list of the NZGS Life Members list on the website.
- Upcoming NZGS Management Committee Meetings:
  - 06 June 2017 – OPUS, Nelson
  - 05 September 2017 – MWH, Christchurch
  - 05 December 2017 – Auckland City Council, Auckland

Meeting closed at 5.10pm

Signed.....  
Tony Fairclough – Acting Chairman

Date..... 30/05/2017 .....