



**MINUTES OF THE TWENTY SIXTH COMBINED  
ANNUAL GENERAL MEETING AND COUNCIL MEETINGS**

Held in the Ballarat Room at the Park Royal Hotel – Melbourne Airport Victoria on Tuesday, May 1, 2018 commencing at 13:06

**ATTENDING:**

Chris Frangos	Victorian Councilor and ASTT Chairman
Jeff Pace	Secretary / Treasurer
Ben Crosby	Queensland Councilor
Trevor Gosatti	West Australian Councilor
Blair Telfer	New Zealand Councilor
Rebecca Burns	Great Southern Press
Nick Lovering	Great Southern Press

**1. Open Meeting.**

Chris Frangos, Chairman of the ASTT opened the meeting at 1:00pm and welcomed all in attendance.

The agenda was reviewed, and those attending were provided with the opportunity to advise of any items to be included in General Business.

**2. Apologies.**

All members were notified of the date and time for the AGM by way of the Great Southern Press's regular e-news that was sent out on March 7, 2017, as well as the March edition of Trenchless Australasia. The AGM Agenda was emailed to all members on April 11, 2018.

Apologies have been received from John Herbert, the South Australasian Councilor and Nabil Issa the New South Wales Councilor.

**3. Minutes of the previous meeting.**

Last year's 25th combined Council and Annual General Meeting was held in the Bellarine Room at the Park Royal Hotel – Melbourne Airport Victoria on Thursday April 27, 2017. The membership was advised through the June 2017 edition (issue 51) of the Trenchless Australasia magazine that the minutes of that meeting were now available and can be downloaded from the ASTT website, refer to the following link:

[http://www.astt.com.au/trenchless\\_technology/links/agm\\_minutes/](http://www.astt.com.au/trenchless_technology/links/agm_minutes/). To date there has been no comments or queries received.

The minutes of the previous meeting held in Melbourne dated April 27, 2017 were accepted as a true and correct record.

Moved by Jeff Pace and seconded by Ben Crosby.

#### **4. Chairman's Report - By Chris Frangos**

##### **Overview**

At the end of my first year as ASTT Chairman, I would like to acknowledge and thank the Councilors and executive for the ongoing and generous commitment of their time and support over the last twelve months. Additionally, I would also like to acknowledge the level of support and commitment demonstrated by our sponsors, partners and volunteer members that assist and provide valuable feedback at all our events.

It has been a busy year, with approximately 11 Trenchless Forum's being held across Sydney, Melbourne, Brisbane, Auckland, Wellington and Christchurch. No Dig Down Under was held in September 2017 at the Gold Coast and included 3 NASTT training courses, close to sold out exhibition and full conference program. The event was professionally managed and run and lots of valuable feedback has been received to help improve future events. A more comprehensive review of this event has been provided below.

The special interest groups have been working towards their stated objectives at different rates. The Micro Tunneling SIG has reached the peer review stage of the micro tunneling guideline. This is a great result and I congratulate all members involved in this SIG on their hard work to reach this stage so quickly.

The HDD SIG is progressing well, however the relining SIG has stalled a little due to personnel changes. It is planned to re-invigorate this SIG during 2018.

The ASTT council has discussed the introduction of Member Services over 2017 to provide additional value for smaller contractor members. The first of these services is an ASTT endorsed Insurance broking service that has been tailored to provide a bundle of insurances to our members at a discount. The agreement for this service with Windsor Management Insurance Brokers has been signed off recently and a brief introduction was given at the Melbourne Forum in March. Further promotion of this service is planned throughout 2018.

Additionally, a number of other member services are being considered for introduction as part of ASTT membership.

##### **No Dig Downunder 2017**

I would like to start by congratulating all of you that made this year's No Dig Down Under at the Gold Coast another great event. The fantastic support from our sponsors, international guests, speakers, delegates, visitors and organisers is greatly appreciated and ultimately combined to create another great showcase of the best our industry has to offer. Three NASTT training courses were run prior to the exhibition opening, covering Pipe Bursting for the first time and a repeat of the HDD and CIPP courses. Thank you to Trevor Gosatti and Ben Crosby for volunteering their valuable time to present the CIPP and HDD courses respectively. These courses were delivered without the support from NASTT presenters this time around, however Dec Downey was kind enough to assist with the CIPP course bringing an international perspective to the predominantly North American content. Attendee feedback on all of the courses supports modification of the course material to include more local content. To achieve this we will need to start a review of the material early in 2019 to ensure it is completed prior to the next conference.

The conference program was comprehensive and I would like to thank everyone involved in reviewing papers and in particular, Ben Crosby as conference chair and Lance Horlyk for his hard work in pulling together a technical program that balanced the full breadth of trenchless methods, equipment and projects.

The exhibition hall was expanded after increased demand for space from exhibitors at the 2015 event and the additional space available in 2017 was close to sold out. A big thanks to all of our exhibitors and particularly our event partners that made a significant investment to showcase their products and services.

Although similar numbers of attendees visited the exhibition hall as 2015, we did not achieve the same level of positive energy from this event as was expected following the success of the last Gold Coast event.

Analysis of attendees revealed fewer registrations from asset owners and a few other factors such as bush fires in Sydney prevented people from attending the second day, gala dinner and last day of the conference. Overall, a number of key stakeholders felt disappointed with the value achieved versus their investment in the event. Providing value to our sponsors and exhibitors is a key issue for the ASTT to ensure the strong support we receive from our members continues into the future. I would like to extend a special thanks to the GSP events team that did a great job running a very professional event, this has also been acknowledged in the great feedback received throughout the event.

An internal debrief of the event has been held and review of the feedback received will assist with targeting our event marketing and promotion to underrepresented segments of the membership. We are working closely with GSP to improve the value to event partners, sponsors, delegates and exhibitors for future events.

Preparations for the next No Dig have already commenced and we look forward to Melbourne in 2019. A key objective for the Melbourne event is a greater level of participation and engagement from asset owners and contractors.

To close out 2017, the ASTT council held a strategy meeting in Adelaide to discuss a number of key issues for the society. A key topic on the agenda was a strategic review of the ASTT's short and long term goals and initiatives. In the short term it was agreed to continue with trenchless forums, SIG's, pursue opportunities to collaborate with other associations where opportunities to promote trenchless activities exists and expand member services while a new strategic plan is developed and implemented.

The current strategic plan (2K20 Strategic Plan) has reached the end of it's life. The 2K20 Strategic Plan has served the society well for almost 10 years, however it is time to embark on a new planning cycle. This represents an enormous opportunity for the ASTT to improve its value proposition to its members by increasing engagement across all sectors of the membership, by improving representation and ultimately to position the ASTT to continue to grow over the next decade. The planning process is expected to run throughout 2018 and 2019 with an expected late 2019 launch.

It is planned to consult widely, run structured workshops (where feasible) and involve as much of the membership and stakeholder group as possible in the development of this plan. The main objective of the new strategic plan is a vision that is developed and ultimately owned by all members.

The new strategic plan will outline a range of deliverables and key performance indicators that provide transparency and accountable management of the ASTT over the next decade.

2018 Outlook.

The ASTT has planned a full year of events and projects to continue to promote the great work of our industry throughout 2018.

Some of the initiatives in progress are;

- Continuing the current format of Trenchless Forums. Forums will be run in Sydney, Melbourne, Brisbane, Auckland, Christchurch and Wellington throughout 2018. We are actively encouraging a greater level of participation from asset owners. Attendance numbers for Melbourne and Sydney need to improve, however Auckland is leading the way.

- Feasibility of trialing a trenchless forum in Perth and Adelaide for late 2018 / early 2019
- Exploring the possibility of a small demonstration day in Adelaide for later in the year
- Exploring the possibility of awarding ASTT Awards annually (i.e. Person of the Year, Project of the Year etc) and the best way to achieve this.
- Possibly running 1 or 2 best practice courses at Water NZ and/or at the demonstration day
- Supporting the Trenchless stream at Water NZ

Although the ASTT continues to promote the industry in a successful and professional manner, we cannot become complacent. There are a number of key challenges that we face in the year ahead and beyond that we need to focus on.

- The operating environment for all associations is changing as members continue to question what they should do with the limited resources they have at their disposal. We need to ensure that our members consider ASTT membership as money well spent.
- Digital disruption continues to reshape the way we all do business, a response to this threat and our repositioning to embrace digital opportunities will ensure that the ASTT remains the preeminent industry association representing the trenchless industry and supporting trenchless technology.
- The need for greater member engagement and involvement in the society remains a major challenge particularly as long standing members and supporters approach retirement.
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As a society, we need to ensure that our activities appeal to a broader audience. Our members range from large utilities to small family businesses and tailoring our value proposition to appeal to all segments of the membership is another key challenge.

Collectively, we need to continue to explore opportunities and initiatives that will help us to address all of these challenges.

I am confident that with greater engagement and participation, we will be able to continue to improve and grow. With your support, I look forward to tackling the challenges ahead of us in 2018 and beyond.

## **5. Secretary/Treasurer's Report - By Jeff Pace**

### **5.1 Constitution**

At the last meeting, the membership approved the changes to the revised Constitution so that it now complies with the new requirements of the updated Associations Act 2015 as stipulated by the Western Australian Department of Commerce and Consumer Protection. (refer item 11 of the minutes of the 25<sup>th</sup> AGM.)

On 30 April 2017, the ASTT lodged the revised document with the Department of Commerce. The Department of Commerce formerly accepted these changes on 26 June 2017.

Also on May 5, the ASTT lodged the Information Statement to Consumer Protection as required under the new regulations for not for profit associations. This Statement is now required to be completed and lodged each year. Information contained within the Statement include questions like,

- Does the Association have at least 6 voting members;
- When did the Association hold its last AGM;
- What was the Associations total revenue for its financial year;

- Is the Association registered with the Australian Charities Not-For-Profit Commission.

A copy of the ASTT Constitution is available on the ASTT website.

## **5.2 Financial Report**

Jeff Pace referred to the Audit Report that was tabled outlining the financial status of the Society. Councillors were provided a copy of this report in January 2018. Councilors were provided a copy of the 2017 audit report on 23 January 2018.

The ASTT in 2017 managed a significant nett profit of \$116,292.48 compared to the profit in 2016 of \$11,875.39. This dramatic increase is because the ASTT once again held its National Conference in 2017. The profit alone from the National Conference was \$106,817.34. In addition the NASTT training courses also realized a modest profit of \$5,183.88

The 2017 Audit Reports was accepted as tabled.

Moved by Trevor Gosatti.and seconded by Blair Telfer.

## **5.3 ASTT Website Upgrade**

The new website although working is not performing as intended. Monkey Media the web developers informed me that they no longer will be working on it which was disappointing news. To this end I met with GSP and discussed the situation. GSP have provided a quote to ensure that the essential website maintenance is brought up to date and this work includes completing the infrastructure updates, complete website updates and fix the bugs and broken links within the site, ensuring the ASTT website appears in the first 10 pages on Google and restoring the web counter. Chris and I met also to discuss this and have given the OK for GSP to proceed with the works.

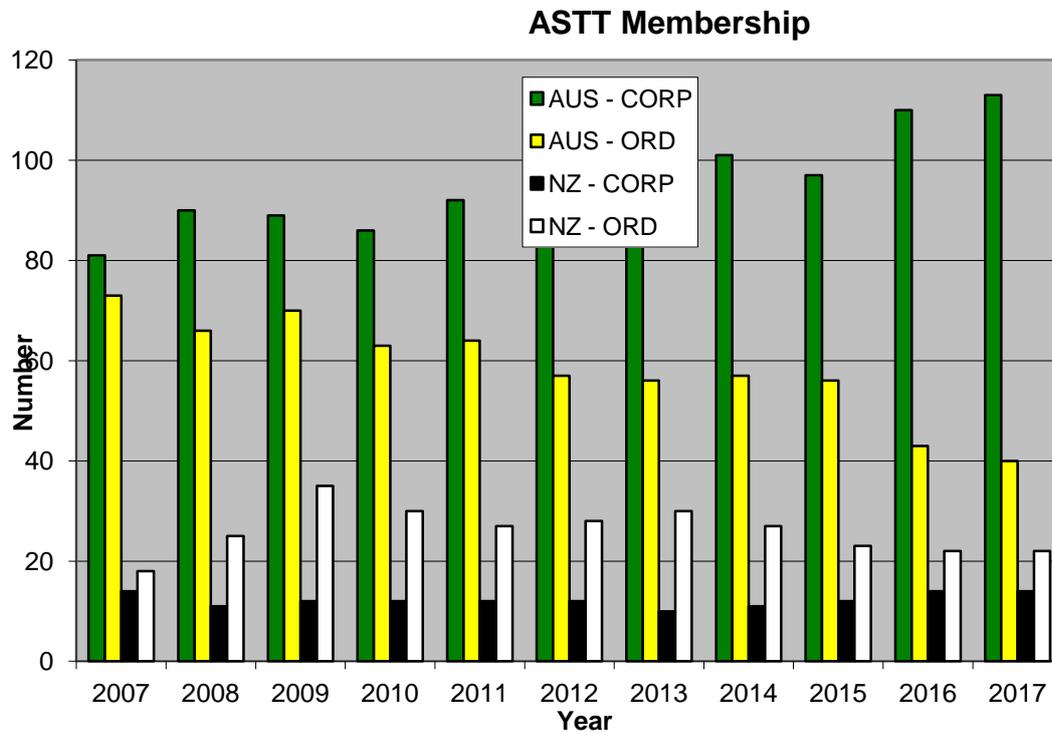
As far as membership management goes on the website, there are no issues and is performing as intended.

## **5.4 Membership**

On 3 December 2017, some 189 membership renewal Tax Invoices were automatically e-mailed out for the second time to the members. This resulted in 1 Resignation being received. By the end on 2017, 53 of the 189 had paid their fee which was the same as it was last year. Of the 53 payments received, 25 chose to use the newly introduced Paypal option which was slightly down from last year.

Also at the end of January 2017, membership numbers had increased slightly to 188 (Corporate and Individual) The increase was in the Corporate sector with a slight decrease in Individual sector Of the 188 members that the ASTT has, 153 are from Australia and 36 are from New Zealand. Despite the continuing economic slowdown, membership numbers are still fairly good.

The table under reflects membership numbers over the last 10 years.



#### April 2018 Comment

From January 1 onwards, payments slowed up. On February 6, I sent some 65 reminder e-mails to unfinancial members which immediately resulted in 47 paying their fees. On March 1, I followed up again by sending 24 reminder notices out. This resulted in a couple of late resignations and an increase in payment.

Follow up e-mails and phone calls in late February and early March also resulted in some 9 membership resignations which was extremely disappointing. It is quite obvious that most businesses are suffering and this trend may continue until there is a national recovery of business confidence.

As at March 8, there were still some 16 outstanding payments to be received. I sent these people a final notice on April 20, 2017 advise informing them that if payment not received by the end of April, their membership will be terminated. Once again this proved to be reasonably successful with several payments being made. We did however lose some members.

What was disappointing in this process was the number of individuals that had changed their e-mail addresses which makes the automated system rather useless because it relies on up to date information.

#### 5.5 Internet

The ASTT's homepage traffic has not been monitored because there was a glitch with the Google Analytics that captures the number of hits etc. This should be rectified shortly when GSP complete their essential website maintenance works.

#### 5.6 Trenchless Australasia

Congratulations once again go out to all the staff, past and present of Great Southern Press for continuing to provide the membership with a wonderful Trenchless Australasia Magazine.

This magazine is now recognised as the best trenchless magazine anywhere, well done and keep up the magnificent work.

In September 2004, the Trenchless Australasia magazine was introduced to our members. By the end of 2017, Great Southern Press has produced 52 magazines and 9 Trenchless Directories. The December issue #53 came out in January 2018. This arrangement continues to be a success story for the ASTT and I am confident that it will continue to realise a benefit to all involved in the trenchless industry.

## **6. Councillor's Reports**

### **6.1 Western Australia - By Trevor Gosatti**

The Western Australian trenchless technology sector remained slow and looking for signs of improvement from the very low levels of activity in the civil construction sector in WA.

The Water Corporation of WA continued its programs, which affected works that allow for trenchless technology. The Infill Sewerage program projects decreased in 2017 in comparison to previous years, with the change of State government and its priorities. This meant a decrease in micro-tunneling works which would be a natural part of those projects. This is likely to be the case in the near future.

A program of water main replacements around the city also led to some trenchless works for the installation of new pipe, but these were also on the decrease from previous levels of activity.

The Water Corporation continued its sewer rehabilitation program, after having appointed a single contractor to complete a program of works. It was similar in works to the previous year.

A reduced number of large drainage and private sewerage projects were completed by large local governments and this also reduced the amounts of micro-tunneling of pipes to reduce the impact on the public.

Western Power, the state power utility, maintained its underground power program, that converts areas of overhead power wires and poles to underground power. Much of these works are done by directional drilling which minimizes the impacts on residents and businesses of the areas

Works attached to the NBN planned works in WA increased to a steadier level from previous years. An increasing program of installations is planned over the next few years. Use of percussion tooling to minimize digging has been highly prevalent for these works.

There was little or no works on many of the oil and gas projects and the resources projects that had occurred in the North West of WA over the last few years.

In the larger scale tunneling sector large tunneling commenced and is occurring for the Airport railway line project which should go well within 2018. Other larger scale tunneling projects may also be planned over the next few years with potential road and rail infrastructure planned, with assistance from Federal funding.

Trenchless works in 2018 is expected to decrease slightly in comparison to 2017, with a State government budgetary constraints likely to delay or reduce projects.

## **6.2 New South Wales - – By Nabil Issa**

No report received

## **6.3 South Australia - – By John Herbert**

The South Australian trenchless technology market has had 2 years of growth with the large infrastructure projects being constructed in Adelaide. However the South Australian market will normalise in the next 6 months due to the bulk of these projects being complete or nearing completion.

SA Water still has a strong program of work to ensure that their network can support the growing population. They are actively upgrading the existing network and improving the service and quality. One of the interesting programs is trying to reduce the impact on the environment through renewable energy. This seems to be a growing trend across Australia and SA water will invest into this heavily over the next few years.

The NBN program is still continuing but obviously as the network is rolling out, the work will slowly decrease. The changes in the technology mix have seen an increase in HDD and at this stage a number of contractors are still busy in the NBN space. The NBN will reach a point where by there will be spend in upgrades as opposed to large scale construction. The technology in telecommunications is changing on a daily basis and NBN will need to grow with the technology. It is envisaged that the NBN will continue to have trenchless technology requirements for a number of years.

The reclaimed water projects seem to be increasing again with some of the councils which will be predominantly installed using HDD. These are relatively simple projects but are over large distances that will help the local contractors secure long term work flows.

South Australia has just had its state election and has had a change of Government. The labor government were in power in South Australia for 16 years and the people of South Australia have voted for change. The new liberal government have indicated that they will continue infrastructure spend. They will establish a new body called Infrastructure South Australia to ensure there is better infrastructure planning and more transparent decision-making.

There will be a period of transition between the two governments so there may be a slight lag in the industry but with current projects and the continued government spend South Australia should continue to be strong for trenchless contractors.

## **6.4 Tasmania – No Report**

## **6.5 Victoria – By Chris Frangos**

### **Overview**

The last 12 months have been a busy period of time in Victoria.

Trenchless forums were well supported by delegates, speakers and sponsors, showcasing the many Victorian projects and initiatives in progress at the moment.

Attendance numbers during 2017 were below the breakeven point and it was felt that three forums may have been too many. During 2018 it is planned to have 2 forums in an attempt to increase attendance numbers.

No Dig Down Under held at the Gold Coast in September 2017 was another great event that was well supported by Victorian delegates with several Victorian based papers being presented over the three days.

The next No Dig Down Under will be in Melbourne in 2019 and trenchless forums throughout 2018 and early 2019, will be used to encourage Victorian companies and utilities to submit abstracts and attend this conference and exhibition.

### **Victorian Infrastructure Update**

Melbourne is currently the fastest growing capital city in Australia. Melbourne’s population is expected to reach 5 million by mid-2018 having experienced an average growth rate of 3.83% over last 7 years, resulting in approximately 155,000 new Melbournians in 2017.

The Victorian Government released a five-year Victorian Infrastructure Plan in October 2017. This was in response to Infrastructure Victoria’s inaugural 30-year infrastructure strategy that was presented to government in December 2016.

The Plan lays out priorities for the next 5 years including planning and beginning the delivery of North-East Link, construction of the Melbourne Metro and West Gate tunnel Project just to name a few.

In addition to the large scale transport and rail project, urban consolidation projects are occurring all over Melbourne resulting in asset renewal and upgrade projects across water, wastewater, gas and electricity sectors. Many of these projects involve the use of trenchless methods as the preferred construction method.

Overall, the outlook for trenchless activities in Victoria over 2018 is positive.

### **6.6 Queensland – by Ben Crosby**

The trenchless industry is healthy in Queensland with some impressive projects being planned and delivered in the last 12 months. This is projected to continue over the next 12 months.

The ASTT has remained relevant in QLD and active in the last 12 months by having (and planning) the following Quarterly Presentation and Networking Nights:

Date	Speaker 1	Speaker 2	Speaker 3
08.03.17	Direct Hit: Better Information Leads to Better Outcomes (HDD)	Independent Civil Solutions: Pulling Forces for PE Pipe	N/A
20.12.17	Iplex: Ben Knyvett Pipeline	Primusline: Mark Trembath Critical pressure water Main Rehabilitation	N/A
23.05.18	TBC	TBC	TBC

We are continuing to work on being able to broadcast these presentations via Webinars such that people unable to attend due to distance can still participate in the promotion of trenchless technology. We have done one trial, however, the quality wasn’t there. Maybe with some more budget from the ASTT and/or the sponsors we can move this idea forward. This is a point to discuss with at the AGM.



<ul style="list-style-type: none"> <li>• Variety of Content</li> <li>• Food and Drinks</li> <li>• Venue</li> <li>• Quarterly</li> </ul>	
Suggested Improvements:	
Would Like to See the Format Change to Mirror the Other States: <ul style="list-style-type: none"> <li>• A Paid Event</li> <li>• Held During Business Hours</li> </ul>	Yes / No
Please Comment:	

### 6.7 Northern Territory – no report

### 6.8 New Zealand - By Blair Telfer

2017 was a ‘steady-as-she-goes’ year for the trenchless industry in NZ. A positive economic outlook, coupled with population growth has seen infrastructure growth & renewal projects continuing. This has applied across all areas from Transport to Water, Power, Telecommunications and Gas. Trenchless projects have maintained a steady proportion of these works, including large diameter harbour crossing with the Tauranga Harbour crossing pipeline as well as a continuation of the Ultra fast broad band rollout.

The value of trenchless installations is well understood, especially in large urban centre’s, with more technology becoming accepted as ‘the norm’ as opposed to a ‘last resort’. There is still room for better understanding and this education remains a challenge for the Society.

HDD remains NZ’s most common trenchless technique employed by the majority of utilities (Water, Power, Telecom, Gas) but argumentatively tunneling, including micro tunneling, has shown the most growth, especially in the Transport sector. This look to continue in 2018 with 2 large scale marquee projects, Central Interceptor and CRL tunnels, to be constructed, both of which are attracting large overseas interest.

2017 also saw the return of the Trenchless Technology Forums to NZ after a year’s hiatus, under the management of Great Southern Press. These continue to be well supported in Auckland with over 120 attendees over two events. They are still continuing to grow and develop in both Wellington & Christchurch where they are still relatively ‘new’. On-going, consistent scheduling of bi-annual events in these centre’s should see the attendee uptake improve. A big thank you to the GSP team for making these a success. 2017 was the ‘gap’ year for the ASTT Trenchless Stream at WaterNZ’s annual conference however planning for 2018 started and is now well underway.

On a personal note I have enjoyed my first year as NZ Councilor and wish to thank all on the Council for their support. Promotion and education of the trenchless industry remains my focus with a corresponding uptake in use and resources, including members, the likely by-product. Similarly promotion and education of the value and services that the ASTT offers its members, so they can get more out of their membership, is key. Forum attendance and SIG involvement and participation are two such mechanisms for this.

I look forward to 2018 with high hopes and expectations.

## **7. 2018 Council Structure**

The ASTT Council structure for 2017/2018 was as follows:

Western Australia Trevor Gosatti	Tasmania Vacant	Queensland Ben Crosby	New Zealand Blair Telfer
New South Wales Nabil Issa	Victoria Chris Frangos	South Australia John Herbert	Northern Territory Vacant

For 2018, in accordance with the Constitution, a call for nominations for election to council was e-mailed to all members on February 1, 2018 with the closing date set at February 28, 2017. As there were no nominations received, the structure for 2018/2019 is as listed under.

The 2018/2019 ASTT Council is now

Western Australia Trevor Gosatti	Tasmania Vacant	Queensland Ben Crosby	New Zealand Blair Telfer
New South Wales Nabil Issa	Victoria Chris Frangos	South Australia John Herbert	Northern Territory Vacant

### **7.1 Election of Federal President.**

Chris Frangos Chairperson vacated the chair to the Secretary in accordance with the Constitution.

Jeff Pace reported that on March 1, 2018 Councilors were invited to submit nominations for the roles of President in accordance with the ASTT Constitutions amended Clause 7(f).

Only one nomination was received for the position of President and that was from Chris Frangos, the Victorian Councilor. As there were no other nominations received, Chris Frangos is appointed to the role of ASTT President for the next 12 months.

### **7.2. Election of Vice President.**

Jeff Pace reported that on March 1, 2018 Councilors were invited to submit nominations for the roles of Vice President in accordance with the ASTT Constitutions amended Clause 7(f)

Only one nomination was received for the position of Vice President and that was from Ben Crosby, the Queensland Councilor. As there were no other nominations received, Ben Crosby is appointed to the role of ASTT Vice President for the next 12 months.

### **7.3 Appointment of Secretary.**

Also in accordance with amended Clause 7(f) of the Constitution, only one nomination was received for the role of ASTT Secretary and Treasurer and this was from Jeff Pace the current ASTT Secretary/Treasurer. As there were no other expressions of interest received from Councillors for the role of ASTT Secretary and Treasurer, Jeff Pace will continue to be the Society's Secretary/Treasurer.

### **7.4 Appointment of Treasurer.**

As per item 7.3 above.

### **7.5 ASTT International Representative to ISTT Board.**

Trevor Gosatti is currently a member of the ISTT ESC and therefore will continue as the ASTT International Representative to the ISTT Board.

### **7.6 International Report**

#### **ISTT Board Meeting**

The 2017 ISTT Board Meeting was held on 9th April 2017 at the International No Dig Event at Washington DC and was attended by all 27 fellow countries and associations. The meeting was convened by ISTT President, Enrico Boi and :

Approved previous minutes

Discussed the ISTT Structure and Governance providing clarity on many matters, given that there had been some recent issues with regard to governance and operations.

Confirmed the Selection of the new ISTT Executive Director – Peter Smeallie was confirmed as the new ISTT Executive Director replacing John Hemphill who was retiring after 9 years of service.

ESC Sub- Committee – The members elected two new Executive Sub Committee (ESC) members to serve on the ISTT, being Kim Staheli (NASTT) and Trevor Gosatti (ASTT) for three years. Previous ESC members Jeff Pace and Serge Palazzo were thanked for their service having retired after serving their full terms of 6 years.

ISTT Education and Grant Program – The meeting approved various grants under the program to promote trenchless technology.

The ISTT Financials and Budget were approved.

Upcoming International Events after 2017 Washington DC

- 2018 No Dig - Cape Town, South Africa (8-10 October 2018)
- 2019 No Dig – Florence, Italy (30/9/19-2/10/19)
- 2020 to be determined.

The ISTT is currently looking at the following matters:

- A new ISTT website has been developed and is now online.

- A draft document with respect to ISTT Support of Affiliated Societies Events has been drawn up and being reviewed for eventual approval and distribution.
- Criteria and Procedures for Affiliated Society Membership – A draft of requirements for countries interested in membership of ISTT has been completed for review.
- Standards for No-Dig Venues – Draft of proposed procedures for No Dig events going forward is being completed for approval.
- Updating of the ISTT Strategic Plan to occur.

## **8. Appointment of Auditor.**

Mr Terry Machin, Accountant continues to provide timely audits for the Society and at a reasonable rate. Jeff Pace therefore moved a motion that Terry Machin, continue as the ASTT Auditor.

Moved: Jeff Pace and seconded by Ben Crosby.

## **9. General Business**

### **9.1 Strategic Plan – Chris Frangos**

Chris briefed the meeting on what he had envisaged for the way forward to progress the development of a new Strategic Plan. He tabled a Draft Project Brief (refer under) and requested Councilors review his draft document and send him comments by mid May so that he can formalize the document brief

## **Project Brief – Development of the ASTT 2030 Strategic Plan**

### **Introduction**

The development of the new Strategic Plan is a critical part of the long term planning cycle for the ASTT. It provides an opportunity to review our successes to date, identify gaps and address the emerging needs of the industry and our membership.

This brief outlines the process the ASTT will take to develop the next Strategic Plan with an expected life span of 10 years.

### **Background**

The current strategic plan (2K20 Strategic Plan) has reached the end of its life. The 2K20 Strategic Plan has served the society well for almost 10 years, however it is time to embark on a new planning cycle.

This represents an enormous opportunity for the ASTT to improve its value proposition to its members by increasing engagement across all sectors of the membership, by improving representation and ultimately to position the ASTT to continue to grow over the next decade.

The society's aims and objectives have not changed, however a review of our current position, operating environment and industry challenges is necessary to;

- Identify gaps
- Focus on the issues facing the industry
- Identify the needs of our members
- Identify sectors of the industry that are not members and their needs, and
- Develop and document strategies to address these issues.

The process of developing the next Strategic Plan is almost as important as the plan itself. It is planned to consult widely, run structured workshops (where feasible) and involve as much of the membership and stakeholder group as possible in the development of this plan.

The main objective of the new plan is a strategic vision that is developed and ultimately owned by all members.

The new strategic plan will outline a range of deliverables and key performance indicators that provide transparency and accountable management of the ASTT over the next decade.

The planning process is expected to run throughout 2018 and 2019 with an expected late 2019 launch.

## **Objectives**

The operating environment for all associations is changing as members continue to question what they should do with the limited resources they have at their disposal. We need to ensure that our members consider ASTT membership as money well spent.

As a society, we need to ensure that our activities appeal to a broader audience. Our members range from large utilities to small family businesses and tailoring our value proposition to appeal to all segments of the membership.

There are several key challenges that we face as an association that we need to focus on and address as part of the development of the new Strategic Plan.

The key objectives of the new Strategic Plan are to;

- • Develop a strategic vision that is developed and ultimately owned by all members.
- • Develop strategies that achieve greater member engagement and involvement in the society
- • Outline a range of deliverables and key performance indicators that provide transparency and accountable management of the ASTT over the next decade
- • Develop a value proposition that appeals to all segments of the membership.
- • Position the ASTT to meet the future needs of the industry

## **Process**

The process of developing the next Strategic Plan is critical and needs to involve as much of the membership and stakeholder group as possible. However, this will require balance between the right amount of feedback and consultation and the need to manage a limited amount of funding and time to complete the project.

The development process will be designed to ensure that involvement by all parts of the industry, members and non-members is achieved by consulting widely, undertaking structured workshops (where feasible), seeking feedback and communicating the strategic plan.

The following steps are anticipated;

1. Develop an EOI to engage a suitably qualified consultant to design and implement the development process to achieve the objectives
2. Advertise the EOI and select a consultant that will work with the ASTT to deliver the strategic plan
3. Approval of final project budget by the ASTT council
4. In conjunction with the selected consultant, manage the strategy development project
5. Provide regular updates to members via trenchless Australasia and at Trenchless Forums
6. Circulate the draft strategy for comment
7. Finalise the Strategy document
8. Communicate and circulate the final document
9. Adopt and Implement the initiatives outlined in the new Strategic Plan
10. Monitor, review and report on the implementation plan

## **Budget**

The process required to design, develop and implement the strategic plan will require a significant investment by the ASTT. The estimated cost of \$50,000 has been included in the current year budget, however this cost will be updated as part of the EOI process.

## **Timeframe**

It is expected that the development of the new strategic plan will take 12-18 months to complete. The ideal opportunity to launch the new strategic plan is the next No Dig Down Under to be held in Melbourne in September 2019. The EOI process will confirm the actual time necessary to complete the project and will be incorporated into the project approval to be submitted to the ASTT council for approval.

## **Recommendations**

It is recommended that the ASTT Council;

1. Review and finalise the project brief and EOI.
2. Establish a sub-committee to manage the development of the new strategic plan
3. Allocate sufficient budget to enable completion of the project

## **9.2 Special Interest Groups.**

### **9.2.1 HDD provided by Ben Crosby**

Ben advised the meeting that this SIG was not progressing at all.

**Action:** Ben to contact Matt Wylie to see if he is still interested, if not then it will be put to the members to get involved resulting in the formation of a new SIG.

### **9.2.2 Microtunnelling update provided by Nabil Issa**

The Micro-tunneling Design Guidelines are currently out for Peer Review. A list of the peer reviewers is attached. The deadline for submission of feedback has just passed, being 30 April 2018. Approximately 6 responses have so far been received out of a total of 21 Peer Reviewers. It was always expected that not all Peer Reviewers will provide feedback, however more than 6 responses had been expected.

The plan moving forward is:

Extend the deadline to mid-May to allow more feedback to filter through

Allocate the responses from the peer review to the various custodians of the document who are members of the SIG. Review of the feedback is expected to be completed by mid-June.

Collation of the final document by the committee by end of June 2018

Technical editing of the collated document in WORD format by consultant - mid-July. Budget allocation \$1,500

Review all figures and diagrams and ensure consistency of format by consultant – end of July. Budget allocation \$3,000

Final review and sign-off by SIG Committee – mid August

Publish the document in pdf format by end of August 2018.

The ASTT Council will need to decide on the publication of the document and the required arrangements around the circulation / pricing to members and non-members.

This report was discussed and Ben mentioned that there were several concerns with the Draft document. Jeff added that he had received some phone calls from some members also raising their concerns about the document in its present state.

It was agreed that the ASTT would not be accepting the document until these concerns had been sorted out to Councils satisfaction.

### **9.2.3 CIPP provided by Chris Frangos**

Chris mentioned that this SIG has stagnated somewhat. Originally Peter Marchant from ITS was running it but he is now no longer working with ITS, The group is looking for someone to take it over and get it going again.

**Action:** Chris to contact Sudipta Basu to discuss taking this over and progressing the SIG.

### **9.3 No-Dig Live Adelaide – John Herbert**

John advised by e-mail that he has found a location and introduced the GSP people to the owner of the land and has not heard any more.

Nick informed the meeting that GSP had met with Izuzu the owners of the land and are currently trying to develop a program for the day. The cost for individuals was discussed and it was agreed that this amount be set to cover meals etc. Currently costing is looking like \$150 to attend and around \$4k to exhibit. The ASTT may need to subsidize this event to ensure it gets off the ground. GSP will also be developing an Expression of Interest so that they can formalize the pricing structure for this event. GSP also wanted to rename the event from No-Dig Live to SA Demonstration Day. There was no objection to this request.

GSP stated that for this event to be viable, about 110 delegates and 8 exhibitors would be required. Delegates would need to be bussed from the CBD as the site is approx 45 minutes away from Adelaide. The proposed date was set as Wednesday December 5, 2018

### **9.4 WaterNZ – Blair Telfer**

Blair reported that to date he had only received 6 trenchless papers for this event. This was not enough if the ASTT wants a full day set aside at WaterNZ. Blair indicated that ideally 9 papers were required. He also advised the meeting that a decision need to be made today on these numbers as WaterNZ will be marketing the program next week. It was agreed that the ASTT would find the additional 3 papers by the end of this week and therefore were after a full days program.

**Action:** GSP to contact Dec Downey to see if he can present a paper at WaterNZ

### **9.5 Hands on Day Germany – Ben Crosby**

Ben reported on his attendance at the Hands On Day at the Tracto Technik factory in Germany. He mentioned that Tracto Technik had 11 equipment demonstration stations located throughout the venue and that there was also a technical stream held during this event.

A copy of his report is under.

## **Attendance Report**

### **Tracto-Technik – 2018 Hands on Days (9<sup>th</sup> April to 13<sup>th</sup> April)**

#### **Lennestadt Germany**

Ben Crosby representing the Australasian Society for Trenchless Technology (ASTT)  
30<sup>th</sup> April 2018

## 1.0 Introduction

Every three years Tracto-Technik hold their Hands on Days in Germany. Customers and colleagues from all over the world attend. This year the ASTT was invited and Ben Crosby attended.

Typically the organised Hand on Days is held in some cleared paddocks in Lennestadt, Germany where the company can showcase their latest equipment in action. There is also a factory visit and formal presentations held discussing TT's current product range, the current research and development being undertaken and relevant trenchless topical presentations.

The format of the Hands on Days is a recurring two day roster where the company host visitors throughout the week.

This event is especially beneficial to the ASTT in offering their members good contacts and accurate, updated equipment knowledge. It also enables the author to update the content of the ASTT's HDD Course.

## 2.0 Site Displays and Demonstrations

The site displays and demonstrations are held in a field where the machinery is operated and attendees can take the levers and make some noise themselves. The demonstrations are very informative and TT have staff and experts present to field questions.

The following stations were set up:

### 2.1 Station 1 – Grundo Drill

At Station 1 all the types of the TT HDD rigs were on display complete with the mud mixing and recycling systems. The rigs were operated through an open trench such that the bit and the borehole assembly could be seen. Additionally, the HDD walkover guidance systems were used, where the accuracy of the rig, the rig operator and the steerer was on display.



## 2.2 Station 2 - AMC Systematic Recycling

At Station 2 TT's partner AMC had their recycling systems on display.



### 2.3 Station 3 – Bagela Winches

At Station 3 TT's partner Bagela had their winching equipment on display. This equipment was drawing in optic fibre lines into a host conduit.



## 2.4 Station 4 – Grundo Crack

At Station 4 TT's Grundo Crack machines were on display. They were successfully cracking an existing pipe and pulling in a new host pipe. The display was easily viewed in an open shored trench.

INSPIRING TRENCHLESS TECHNOLOGIES

# Station 4

## GRUNDOCRACK

Dynamic pipe cracking systems

**TRACTO-TECHNIK**

**Trenchless pipe renewal**  
using the dynamic pipe bursting method

Bore length	■ Max. 300 m
Pipe diameter	■ Up to 508 mm
Pipe materials old pipe	■ Stoneware, concrete, GG, PVC, AC/FC, stoneware-concrete
Pipe materials new pipe	■ PE/PP, steel, PVC
Soil classes	■ Old pipes passable for winch rope

Applications:  
■ Sewage  
■ Natural gas

© TRACTO-TECHNIK

## 2.5 Station 5 – Grundo Burst

At Station 5 TT's Grundo Burst machines were on display. They were successfully bursting an existing pipe and pulling in a new host pipe. The display was easily viewed in an open shored trench.

INSPIRING TRENCHLESS TECHNOLOGIES

# Station 5 GRUNDOBURST

Static pipe bursting systems

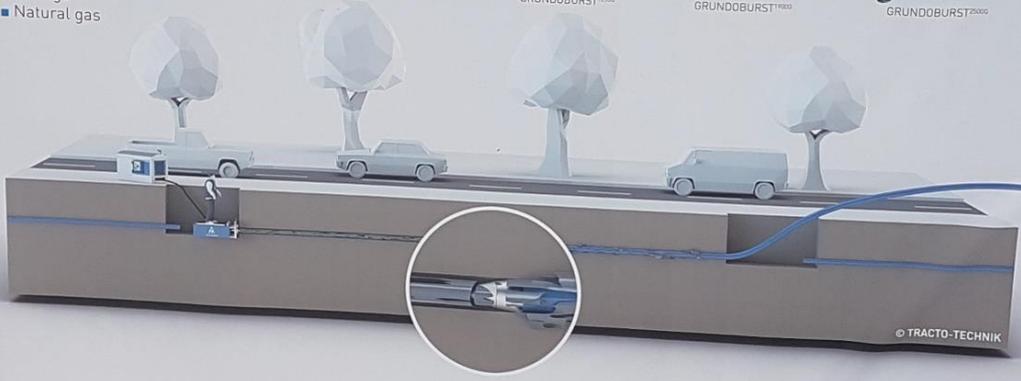
**TRACTO-TECHNIK**

**Trenchless pipe renewal**  
using the static pipe bursting method

Bore length  
Pipe diameter  
Pipe materials old pipe  
Pipe materials new pipe  
Soil classes  
Applications:

- Max. 300 m
- 50-1,200 mm
- Stoneware, concrete, stoneware-concrete, steel, grey cast iron, PE/PP, PVC, GRP, AC/FC, liner
- PE/PP, steel, PVC, grey cast iron, stoneware, PC, stoneware-concrete
- Old pipes passable for bursting rods

■ Water  
■ Sewage  
■ Natural gas



GRUNDOBURST<sup>200</sup> GRUNDOBURST<sup>300</sup> GRUNDOBURST<sup>400</sup>  
GRUNDOBURST<sup>500</sup> GRUNDOBURST<sup>600</sup> GRUNDOBURST<sup>800</sup>  
GRUNDOBURST<sup>1000</sup> GRUNDOBURST<sup>1200</sup>

© TRACTO-TECHNIK



## 2.6 Station 6 – Grundo Tugger

At Station 6 TT's Grundo Tugging machines were on display. They were successfully cutting an existing pipe and pulling in a new host pipe. The display was easily viewed in an open shored trench.



## 2.7 Station 7 – Grundo Pit

At Station 7 TT's small Grundo Pit machines were on display. They were successfully drilling horizontally from pit to pit assisted with drilling fluid.

INSPIRING TRENCHLESS TECHNOLOGIES

# Station 7

## GRUNDOPIT<sup>KS50</sup>

Fluid-assisted mini drill rig

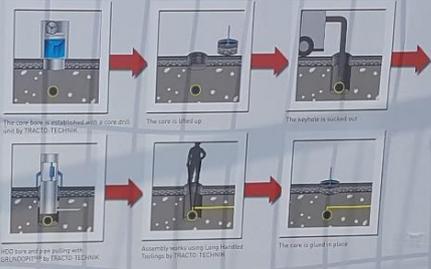


**New installation of pipes and cables**  
using the HDD horizontal directional drilling method

- Bore length ■ Max. 30 m
- Pipe diameter ■ Up to 75 mm
- Pipe materials ■ PE (short and long pipes)
- Soil classes ■ 1-5

Applications:

- Water
- Fibre Optics
- Natural gas
- Power
- E-Mobility



1 The core pipe is established with a core drill unit by TRACTO-TECHNIK.

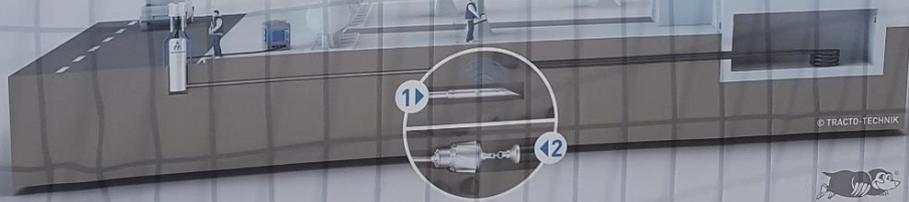
2 The core is lifted up.

3 The keyhole is sucked out.

4 HDD pipe and pipe pulling with GRUNDOPIT<sup>KS50</sup> by TRACTO-TECHNIK.

5 Assembly works using Long Recalled fittings by TRACTO-TECHNIK.

6 The core is glued in place.



11

12

© TRACTO-TECHNIK



## 2.8 Station 8 – Grundo Pit

At Station 8 TT's larger Grundo Pit machines were on display. They were successfully drilling horizontally from pit to pit assisted with drilling fluid.



## 2.9 Station 9 – Grundo Bore

At Station 9 TT's Grundo Bore machines were on display. They were successfully augering horizontally from pit to pit, assisted with drilling flytes.



## 2.10 Station 10 – Grundo Mat

At Station 10 TT's Grundo Mat machines were on display. They were pneumatically advancing horizontally from pit to pit, assisted with compressed air.



## 2.11 Station 11 – Grundo Ram

At Station 11 TT's Grundo Ram machines were on display. They were pneumatically advancing horizontally through a formed box of gravel emulating ground. They were assisted with compressed air.

INSPIRING TRENCHLESS TECHNOLOGIES

# Station 11

## GRUNDORAM

Horizontal rammers

**TRACTO-TECHNIK**

**New installation of steel pipes**  
using the non-steerable dynamic pipe ramming method

- Bore length ■ Max. 100 m
- Pipe diameter ■ Up to 4.000 mm
- Pipe materials ■ Steel
- Soil classes ■ 1-5

Applications:

- Pipeline construction (Oil, Gas, District heating)
- Railway underpasses
- HDD-Assist & Rescue

**TRACTO-TECHNIK**

The sign includes a large blue and white illustration of a horizontal rammer pipe and a cross-sectional diagram showing the rammer being pushed through a trench under a road with cars.

### **3.0 Presentations**

The following presentations were held in the lecture hall. The presentations were pertinent to TT's product range, the research and development ongoing in the organisation and relevant to general trenchless topics. The following presentations were held:

#### **3.1 Grudo Mat -Product and Method Overview**

The presentation explained everything about construction and technology of the proven GRUNDOMAT soil displacement hammer, the wide range of models and accessories as well as the versatile usage when installing pipes or house service connections for a large number of applications.

#### **3.2 GRUNDORILL / GRUNDOPIT Product and Method Overview**

The presentation explained everything about the fluid -assisted HDD drilling method with GRUNDODRILL and GRUNDOPIT. The wide range of accessories as well as the versatile usage when installing pipes or house service connections for a large number of applications.

#### **3.3 Trenchless Solutions for Expanding Fibre Optic Networks**

The presentation explained how trenchless NODIG techniques for pipe installation and renewal can help accelerate the expansion of the fibre optic networks up to the end customer (FTTH) in gentle, sustainable and economical way.

#### **3.4 Renewal of Existing Supply and Disposal Pipelines**

The presentation explained everything about the innovative and economical trenchless renewal of supply and disposable pipes and house service connections with GRUNDOBURST, GRUNDOCRACK and GRUNDOTUGGER.

#### **3.5 Keyhole – the Construction Pit of the Future is Small and Round**

Innovation made by TRACTO-TECHNIK: The presentation explained everything about minimally invasive keyhole technique with GRUNDOPIT and the installation of house service connections for gas, water and fibre optics from out of the low tension circular construction pit.

#### **3.6 R&D: Outlook Development Projects**

The presentation explained the current projects in the R&D department such as DRILL360, BADGER Robotics, GRUNDOPIT and ORFEUS.

#### **3.7 Trenchless solutions for installing water supply pipelines**

The presentation explained how to use trenchless NODIG techniques for pipe installation to build, adapt and maintain your water supply network without trenches up to the consumers' premises in a sustainable and economical manner.

## **10. Publishing partners “GSP” report**

### **Magazine**

Trenchless Australasia has been published quarterly since 2004 and has now cemented itself as a must-read publication for asset managers, contractors, council, government and utility employees, product manufacturers and suppliers.

Approximately 3,000 copies of each edition of Trenchless Australasia are printed and distributed to ASTT Members and individuals who are active in the industry. The magazine is also sent to asset owners, councils, utilities, and government leaders across the region. This distribution plays a crucial in growing the visibility of Trenchless Technology and aids the growth of the industry.

In addition, GSP has also secured agreements for distribution of the magazine at trenchless events throughout Australasia and the world. These agreements serve to increase readership of the magazine, promote the use of Trenchless Technology and generate new membership leads of the ASTT. Some events where Trenchless Australasia was distributed in the previous financial year includes: Water New Zealand Conference and Expo, Ozwater, Australian Utility Week and internationally at NASTT's No-Dig Show.

GSP has continued its work with a volunteer Editorial Board, consisting of ASTT members that are well regarded as experts in their respective trenchless fields. The Editorial Board was established with the aim of improving the quality of content in the magazine. Since its creation, the Editorial Board has helped in lifting the overall standard and perception of the magazine.

A new Editorial Board will be introduced to Trenchless Australasia readers in the June edition of the magazine. Once again, representatives from leading Australian water utilities will serve on the board.

Trenchless Australasia continues to provide a forum for ASTT members to communicate to the wider trenchless industry about their projects and products. With the quality of the content in the magazine being a previous focus of the publisher, GSP's focus will now turn to further extending the distribution of the publication.

## **Events**

As of April 2018, the ASTT and GSP collaboration has now produced six national conferences and exhibitions, two trenchless live events and eight training roadshows.

The ASTT receives 20 per cent of the net profit for all events. The net profit figure is calculated by subtracting the direct costs of an event from the overall revenue – before GSP's overheads are taken into account. Once overheads are taken into account, GSP ends up with a similar share to the ASTT.

- **No-Dig Down Under 2019**

Following the success of No-Dig Down Under last year on the Gold Coast, preparations have already begun on the ASTT's 13th national conference and exhibition, which will be held at the Melbourne Convention and Exhibition Centre (MCEC) on 9-13 September 2019.

While the two previous No-Digs – both held at the Gold Coast Convention and Exhibition Centre – were successful for the ASTT and GSP, the decision was made to host next year's event in a major capital city to encourage greater patronage from the industry. The theme of next year's conference will be 'Engaging beneath the surface'. The theme is designed to represent all aspects of the trenchless industry, as well reflecting the ASTT's role to engage with all industry stakeholders.

GSP has already started planning for the establishment of a conference organising committee and chair. As was the case at last year's event, the committee will once again feature key industry figures and major sponsors who will be nominated by the ASTT. The committee will make important decisions on what the event will look like and on the elements that will make-up the conference.

In regards to sponsorship of the event, sales representatives from GSP have entered into preliminary discussions with a number of companies about sponsoring the event in 2019. GSP anticipates that there will be some changes to the event sponsors; however, the change could present an opportunity for new companies to be involved or for GSP and the ASTT to re-engage with companies that had previously been sponsors of the conference.

- **ASTT Technical Forums**

It has now been a number of years since the ASTT engaged GSP to produce regular Technical Forums in Victoria and New South Wales, with the events also extending into New Zealand in 2017. As part of this agreement, GSP provides event coordination services including venue and menu selection, website creation, speaker program management, marketing services, and post-event administration. GSP is managing the budgets for these events in close coordination with the ASTT, and charges a set event coordination fee for each event.

In Australia, last year the forums were once again well attended in Melbourne and Sydney. These attendances continue to highlight the importance of the events to the industry in those states; however, attendances have not grown to the extent to which was expected by either GSP or the ASTT. As such, both parties agreed that during 2018 the number of forums in Victoria and NSW be reduced from three to two per calendar year.

GSP took over management of the New Zealand Technical Forums last year from ProjectMax and, despite having to cancel the first round of events scheduled for April as a result of a lack of attendees and presenters, they were a great success. The two forums held in Auckland attracted solid numbers, with one event recording an attendance of more than 80 people. The events in Auckland are particularly well supported by government organisations, namely Auckland's water utility Watercare. Two additional events held in Auckland and Christchurch were also well patronised.

A number of strategies have been introduced to try and entice new attendees to the Technical Forums – especially from water utilities – including the introduction of free registrations to key industry figures. In NSW, GSP has developed a verbal agreement with Sydney Water to host two forums a year at the utilities headquarters in Parramatta. The relationship adds to the prestige of the Technical Forums in Sydney, and it is hoped that similar agreements can be reached in other parts of Australasia.

GSP also has plans to personally engage with trenchless leaders at major utilities throughout Australia and New Zealand, requesting their continued support of the events in the form of attendance and presentations on their trenchless activities. The ASTT's relationship with Watercare in Auckland serves as a blueprint for successfully developing and nurturing these relationships for the benefit of the Technical Forums and more broadly the Trenchless Technology industry.

As discussed at the ASTT's strategic meeting last year, GSP is also investigating the viability of managing additional events in Queensland, Western Australia and South Australia. The ASTT and GSP is planning introduce one event in each of these markets during 2018.

Following a site visit in February, GSP is confident that a demonstration-based forum, also referred to internally as No-Dig Live, will be a viable addition to the ASTT's suite of trenchless events. It would be designed to complement No-Dig Down Under and importantly would not detract financially from the ASTT's main event.

The idea has been investigated following feedback from within the industry for a live event and an opportunity for manufacturers to display their products in real-world environments. GSP is preparing a prospectus which will be distributed to the ASTT President and Secretary before the EOFY.

At the time of writing the first of the 2018 ASTT Technical Forums have been held in Victoria, New South Wales and throughout New Zealand in Auckland, Wellington and Christchurch. These events were once again well-attended and GSP has received positive feedback on them. A detailed summary of these events, including attendance numbers and a financial summary, will be submitted to the ASTT President and Secretary before the EOFY.

Hosting the ASTT Technical Forums in 2018 and beyond, as well as extending the events into new markets and to new target audiences, will continue to provide an excellent complement to the No-Dig Down Under 2019 program.

- **ISTT International No-Dig 2021**

GSP and the ASTT had been investigating the possibility of bidding for the ISTT's International No-Dig show in 2021. A bid for the show, which would be hosted in association with that year's No-Dig Down Under, would need to be presented at the International No-Dig South Africa later this year in Cape Town, South Africa. The joint event in 2021 would importantly coincide with the ASTT's 30th anniversary.

The ASTT had been waiting for more information on the ISTT's development of new bidding protocols; however, at the time of writing these appear no closer to being implemented and won't even be voted on until the Cape Town event.

In addition, several informal discussions with two prominent ISTT figures have revealed that at this stage there are no other bidders known to the society. The ISTT has confirmed that Australasia is an attractive destination for the event and that the timing with the ASTT's anniversary would give a bid extra clout.

With this in mind, GSP recommends that a bid be prepared and presented at No-Dig South Africa in October.

This recommendation was discussed in depth and it was finally agreed that GSP put together a bid for Auckland, New Zealand and that this bid proposal be presented to the ISTT and the next ISTT Board meeting that will be held in Cape Town, South Africa in October 2018.

### **GSP website maintenance**

GSP has presented a proposal to the ASTT that cover website updates and upgrades, ongoing website management, and association and membership services. At the time of writing, the proposal was being considered by ASTT President Chris Frangos and ASTT Secretary Jeff Pace.

GSP also reported at the meeting that Aaron Gilbertson (GSP IT person) has mapped out how he can fold the work into his overall workload and he expects to have everything implemented by early June 2018.

### **Events Management Agreement**

At the time of writing the GSP is reviewing amendments to the contract for the management of the ASTT Technical Forums. Feedback on the changes to this contract will be presented and summarized in more detail at the AGM.

## **11. Other Business**

Jeff informed the meeting that the ASTT has after completing some recent renegotiations with John Mathews, Director, Trenchless Technology Center (TTC) from the Louisiana Tech University the ability for ASTT members only to utilize NUCA-TAG, the Trenchless Assessment Guide (TAG) Online through the ASTT website. This tool will be an addition to membership value.

## **12. Next Meeting**

The meeting closed at 16:00.

The next combined Council and Annual General Meeting will be held at a time and venue yet to be determined in 2019.

Minutes compiled by: Jeff Pace Federal Secretary on 3 May 2018