

**CONFIRMED**

**Minutes of Board Meeting # 327**

**PLUMBERS, GASFITTERS & DRAINLAYERS BOARD  
SOLNET HOUSE, THE TERRACE, WELLINGTON  
TUESDAY 11 FEBRUARY AT 9 AM**

**Present:** Craig O'Connell (Chair)  
Barry Willcox  
Colleen Upton  
Deborah Cranko  
Diana Kuhtz-Covich  
Martin de Gouw  
Nick Fleckney  
Sue Simons

**Apologies:** Ken Douglas

**In attendance:** Martin Sawyers (Chief Executive) *for all items*  
Janette Deed (Communications) *for item 8*  
Amanda Smith (General Counsel) *for items 9-11*  
Jayson Thomas (Investigations Manager) *for items 12-13*  
José Gómez (Examinations & CPD Manager) *for items 14 - 15*  
Naomi Porter (Manager Registration & Licensing) *for item 16*  
Nina Androutsos (Manager Support Services) *for all items*

**1. BOARD COMMITTEES & BOARD ELECTIONS**

The Board elections were conducted by the Chief Executive.

**Election of the Board Chair:**

**Nominated:** Craig O'Connell

There being no other nominations, Craig O'Connell was declared to be elected.

**Election of Deputy Board Chair:**

**Nominated:** Nick Fleckney

There being no other nominations, Nick Fleckney was declared to be elected.

**Election of Chair of the Audit & Risk Committee:**

**Nominated:** Nick Fleckney

There being no other nominations, Nick Fleckney was declared to be elected.

## **Consideration of Board Committees**

The following Committees and memberships were confirmed and the following changes confirmed.

### **Audit and Risk:**

Membership includes A&R Chair, Chairman (Ex-Officio) and the following Board members appointed: Deborah Cranko, Barry Willcox, Martin de Gouw and Diana Kuhtz-Covich.

### **Employment Committee:**

Membership includes Board Chair, Deputy Chair and the following Board members appointed: Ken Douglas, Martin de Gouw and Sue Simons.

### **Stakeholder Liaison Group:**

The following Board members were appointed: Board Chair and Diana Kuhtz-Covich. There is an option for another Board member to attend when required.

The meeting was adjourned at 9.10am for the Audit & Risk meeting.

The Board meeting was reconvened at 9.26am.

## **2. BOARD ONLY SESSION**

The Board only session was held between 9.27am and 10.15am

## **3. DECLARATION OF CONFLICTS OF INTEREST**

A conflict of interest was declared by Colleen Upton for item 10 on the Agenda.

## **4. REGISTER OF INTERESTS**

The following changes were noted for the Register of Interests report:

- a. Sue Simons resigned from the Auckland Executive of the Property Council of New Zealand
- b. Deborah Cranko is elected as Chair of Engineering Associates Registration Board

## **5. MINUTES OF BOARD MEETING 326**

### **Resolved**

That the Board:

- c. **Agrees** that the minutes of meeting 326 held on 3 December 2019 be approved as a true and correct record.

### **5.1 Board Actions**

#### **Resolved**

That the Board:

- 1. Receives** and notes the contents of the Board Actions report.

## **6. CHIEF EXECUTIVE'S REPORT**

### **Resolved**

That the Board:

- 1. Receives** and notes the contents of the Chief Executive's report.

## **7. Q3 REPORT AGAINST BUSINESS PLAN**

### **Resolved**

That the Board:

- 1. Receives** and notes the contents of the Q3 Report against Business Plan.

## **8. COMMUNICATIONS REPORT**

*Janette Deed joined the meeting*

### **Resolved**

That the Board:

- 1. Receives** and notes the Communications report.

*Janette Deed left the meeting*

## **9. COMPLAINT FROM**

*Amanda Smith joined the meeting*

### **Resolved**

That the Board:

- 1. Receives** the letter from
- 2. Agrees** to respond stating that as previously outlined the Board will not be entering into further correspondence regarding this matter.

## **10. COMPLAINT FROM THE FEDERATION**

### **Resolved**

That the Board:

- 1. Receives** the letter from the Federation.
- 2. Agrees** to respond stating that having considered the letter it confirms its original decision to no longer have an automatic appointment by the Federation to the Stakeholder Liaison group.

## **11. GENERAL COUNSEL REPORT**

### **Resolved**

That the Board:

- 1. Receives** and notes the General Counsel report.

*Amanda Smith left the meeting*

## 12. QUARTERLY INTELLIGENCE REPORT

*Jayson Thomas joined the meeting*

### **Resolved**

That the Board:

1. **Receives** and notes the Quarterly Intelligence Report.

## 13. COMPLAINTS REPORT

### **Resolved**

That the Board:

1. **Receives** and notes the report.

*Jayson Thomas left the meeting*

The Board adjourned the meeting for lunch at 12.35pm and the meeting resumed at 1.12pm.

## 14. UPDATE ON IT INFRASTRUCTURE IMPROVEMENT PROJECT

*José Gómez joined the meeting*

The Board registered their gratitude and thanks to Martin and José for keeping the project on track and delivering the functionality on time and to budget.

### **Resolved**

That the Board:

1. **Receives** the IT Infrastructure Improvement report.
2. **Notes** the information regarding the project.

## 15. EXAMINATIONS & CPD REPORT

### **Resolved**

That the Board:

1. **Receives** and notes the Examinations & CPD report.

*José Gómez left the meeting*

## 16. REGISTRATION & LICENSING REPORT

### Resolved

That the Board:

**1. Receives** the Registration & Licensing report.

**2. Cancels** registrations under section 57(1)(b) and removes the following deceased from the register:

- 00736 William Hillock (Passed away 18 April 2013)
- 00775 Johnston H R Love (Passed away 5 August 2016)
- 00826 Alexander W Archibald (Passed away 19 April 2015)
- 00960 Robert A Ogilvy (Passed away 18 August 2013)
- 01000 Raymond V Venables (Passed away 9 November 2019)
- 01054 Robert Parker (Passed away 31 December 2013)
- 01263 Michael Francis Dennehy (Passed away 3<sup>rd</sup> September 1992)
- 01484 Edward J Lord (Passed away December 12 2012)
- 01493 Barrie J Moss (Passed away 3 March 2016)
- 01561 John E Brewer (Passed away 25 January 2016)
- 01667 Peter Stairmand (Passed away 10 June 2017)
- 01728 John G Dickson (Passed away 2 July 2015)
- 01790 Brian L Vincent (Passed away 12 June 2016)
- 01795 Donald E Armstrong (Passed away 17 April 2015)
- 01822 Gordon W Power (Passed away 12 May 2010)
- 01864 Harold G McLiesh (Passed away 8 April 2016)
- 01945 Arthur S Cropp (Passed away 9 March 2014)
- 01989 Peter D Sarney (Passed away 18 September 2019)
- 02129 Leonard R Hansen (Passed away 11 March 2018)
- 02139 Lewis Ronald Glover (Passed away 8 March 2018)
- 02136 Johannes P Detering (Passed away 20 August 2017)
- 02153 Ronald E Andrewartha (Passed away 6 June 2016)
- 02137 Geoff Archie Martin (Passed away 25 February 2014)
- 02173 James W Brine (Passed away 16 December 2018)
- 02261 Graeme F Sheppard (Passed away 15 September 2016)
- 02303 Graeme C Ritchie (Passed away 4 November 2008)
- 02298 Bryan J Isles (Passed away 30 July 2018)
- 2356 John Bradnock Whitcombe (Passed away 8 January 2020)
- 02371 Barry Groucott (Passed away 23 March 2013)
- 02477 Alexander John Mairs (Passed away 15 April 2014)
- 02497 Richard Henry Oldfield (Passed away 6 May 2018)
- 02508 Noel W J Robertson (Passed away 18 November 2019)
- 02584 Cecil Edwards (Passed away 31 July 2016)
- 02650 William B Moffatt (Passed away 7 November 2016)
- 02704 Peter E Brookes (Passed away 2 September 2017)
- 02709 Anthony F Munn (Passed away 4 October 2018)
- 02697 Alan A Tolra (Passed away 27 March 2016)
- 02769 Terence Ralph Weir (Passed away 20 September 2012)
- 02832 Petter Elliot Greenaway (Passed away 22 April 2019)
- 02875 Earl A Jackson (Passed away 27 November 2019)
- 02893 Neville Warner Cobham (Passed way Tuesday 16 March 2017)
- 02970 William G Woods (Passed away December 2019)
- 02987 Lyall M Michie (Passed away 20 March 2019)
- 02995 Gordon Noel Lewis (Passed away 24 November 2012)
- 03007 Noel S Chilton (Passed away 25 November 2017)
- 03016 Donald M J Flint (Passed away 28 August 2015)

- 03143 Jan Arie Van Iperen (Passed away 1 October 2015)
- 03150 George Bates (Passed away 16 November 2012)
- 03203 Trevor R Rink (Passed away 7 April 2016)
- 03216 Peter G Robinson (Passed away 31 July 2014)
- 03213 Noel Wonnacott (Passed away 31 July 2019)
- 03237 Bryan W Pobar (Passed away 14 October 2015)
- 03422 Harry R Hall (Passed away 13 January 2018)
- 03448 Kenneth Grahame Newman (Passed away 12 September 2018)
- 03477 John Brian Hughes (Passed away 26 April 2019)
- 03539 Ronald Norman Hope (Passed away 30 October 2019)
- 03571 Mohi Te Omanga Turei Nepia (Passed away 7 August 2016)
- 03584 Thomas Trevor Stammers (Passed away 6 March 2015)
- 03579 John R Wylie (Passed away 15 May 2016)
- 03643 Michael G Howard (Passed away 5 December 2016)
- 03702 Paul Samuel Tunnicliffe (Passed away 14 July 2017)
- 03751 Kevin A Garrett (Passed away 9 November 2016)
- 03759 Dennis Jones (Passed away 18 October 2014)
- 03761 David Newbigging (Passed away 25 April 2018)
- 03812 James K MacKen (Passed away 20 July 2014)
- 03942 Earl Vaile Atkinson (Passed away 6 February 2019)
- 04064 Stanley C Wallace (Passed away 4 April 2015)
- 04072 Robert E Ardouin (Passed away 8 July 2019)
- 04094 Graham Walters (Passed away 10 May 2018)
- 04144 Graham Brumby (Passed away 13 March 2015)
- 04160 David V Holdaway (Passed away 7 May 2012)
- 04209 Christopher J Amess (Passed away 9 October 2018)
- 04343 Graeme J Neal (Passed away 23 July 2018)
- 04390 George A Jamieson (Passed away 25 July 2019)
- 04421 Brendan Alister Gallagher (Passed away 10 April 2018)
- 04471 Victor C Louk (Passed away 24 December 2014)
- 04515 Leo Appo (Passed away 27 December 2018)
- 04619 Allan R Glasper (Passed away 16 February 2017)
- 04608 Murray Douglas Edwards (Passed away 29 November 2019)
- 04784 Leonard T Ellis (Passed away 6 April 2019)
- 04790 Barry Leonard Swete (Passed away 10 August 2013)
- 04846 John Phillip Cooper (Passed away 2 July 2018)
- 04956 Kenneth M Donson (Passed away 28 March 2014)
- 05495 Colin Keith Ashby (Passed away 8 December 2014)
- 05620 Patrick Rangi Huntley (Passed away 27 July 2017)
- 05744 Thomas Edward Rooke (Passed away 28 March 2012)
- 05953 Patrick M Wilmshurst (Passed away 16 December 2017)
- 06016 Harm Wierenga (Passed away 15 December 2016)
- 06093 Ivan H Jones (Passed away 2 January 2009)
- 06135 Alexander Tatana (Passed away 5 October 2016)
- 06300 Basil Duncan (Passed away 4 December 2017)
- 06313 Arthur John Garlick (Passed away 23 April 2017)
- 06345 Martin H Howard (Passed away 26 August 2016)
- 06366 Albert Reginald King (Passed away 9 April 2019)
- 06400 Robert John Mitchell (Passed away 11 September 2015)
- 06394 Kenneth A Maynard (Passed away 21 August 2017)
- 06429 Mervyn Francis Dickens ( Passed away 29 December 2013)
- 06531 Arthur A Walker (Passed away 12 June 2014)
- 06586 Bryan P Thompson (Passed away 24 April 2011)
- 06690 David K Wilson (Passed away 14 February 2014)

- 07113 Brian William Downes (Passed away 30 April 2018)
- 07242 Barry E Lucinsky (Passed away 28 March 2019)
- 07336 Vernon A W Luff (Passed away 28 November 2012)
- 09171 James R Hamilton (Passed away 18 October 206)
- 07632 Bruce J McKenzie (Passed away 3 November 2013)
- 07706 Stephen F Robinson (Passed away 18 July 2015)
- 07784 David Keith Poole (Passed away 20 August 2017)
- 08076 Brian F Pool (Passed away 25 February 2013)
- 08118 William T Snelllex (Passed away 8 October 2017)
- 08154 Ray F Tremain (Passed away 20 September 2017)
- 08222 Fred G Dalley (Passed away 2 July 2016)
- 08355 Patrick J Dillon (Passed away 12 June 2014)
- 08433 James L Millar (Passed away 16 September 2016)
- 08637 Malcolm C McEachen (Passed away 9 November 2016)
- 08626 Noel B Woolf (Passed away 29 July 2014)
- 08672 Dennis W Dominikovich (Passed away 14 April 2016)
- 09368 Donald Stewart MacKenzie (Passed away 18 December 2015)
- 09414 Trevor Albert Davies (Passed away 8 September 2019)
- 09897 Keith R Fearn (Passed away 23 December 2017)
- 09982 Graham Robson (Passed away 28 March 2017)
- 09985 John W Bailey (Passed away 25 October 2018)
- 10102 Rodney L Jarvis (Passed away 9 June 2017)
- 10289 Garry C Cooper (Passed away 3 March 2017)
- 10350 Robert E Findlay (Passed away 10 July 2019)
- 10566 Russell William Evans (Passed away 27 February 2017)
- 11151 Donald T Flanagan (Passed away 3 January 2013)
- 11251 Leslie Stewart W Emerson (Passed away 17 May 2013)
- 11486 John Anthony Kamphuis (Passed away 20 December 2019)
- 11768 David J Iremonger (Passed away 22 March 2018)
- 11782 Stephen G H Cooper (Passed away 14 July 2016)
- 12053 John Gordon Taylor (Passed away 31 March 2019)
- 12109 Andrew P Vaesos (Passed away 1 October 2016)
- 12403 John Edwin Bodie (Passed away 3 October 2014)
- 12557 Stephen Brice Kewish (Passed away 22 December 2017)
- 13023 Wallace Waitoa (Passed away 22 November 2019)
- 13168 Alan Thomas McLeod (Passed away 21 April 2018)
- 13278 Govan Hari (Passed away 11 April 2017)
- 13302 Mark L Berkeley (Passed away 17 July 2014)
- 14024 Terence OHagan (Passed away 18 January 2015)
- 15283 Haami Ngarama Te Maru (Passed away 6 December 2017)
- 15460 Bruce Charles Black (Passed away 26 May 2014)
- 16753 Kerry James Frederikson (Passed away 24 January 2018)
- 16777 Greg James Hurlstone (Passed away 16 October 2017)
- 16803 Peter Reginald Dawson (Passed away 26 May 2018)
- 18351 Harry James Inch (Passed away January 17 2017)
- 19858 Owen Nicholas Warner (Passed away 25 September 2013).

*Naomi Porter left the meeting*

**17. AUDIT & RISK COMMITTEE ITEMS**

**Resolved:**

That the Board:

**1. Receives and approves** the recommendations of the Audit & Risk Committee meeting on 11 February 2020 for the following reports:

- Minutes of meeting #83 held on 15 October 2019
- Risk Framework report to 31 December 2019
- Investment Policy review
- Draft Business Plan and Draft Budget
- Financial Report to 31 December 2019.

**18. GENERAL BUSINESS**

There were no items for discussion under General Business:

The meeting closed at 1.50pm.

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Signed

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Dated