

CONFIRMED

Minutes of Board Meeting # 330

**PLUMBERS, GASFITTERS & DRAINLAYERS BOARD
SOLNET HOUSE, THE TERRACE, WELLINGTON
VIA VIDEO CONFERENCE
Held on Tuesday 16 June 2020 at 1.07 pm**

Present: Craig O'Connell (Chair)
Barry Willcox
Colleen Upton
Deborah Cranko
Diana Kuhtz-Covich
Ken Douglas (left meeting at 3.53pm)
Martin de Gouw
Nick Fleckney
Sue Simons (left meeting at 4.15pm)

Apologies: Nil

In attendance: Martin Sawyers (Chief Executive) *for all items*
Nina Androutsos (Manager Support Services) *for all items*

1. BOARD ONLY SESSION

The Board only session was held between 1.08pm – 1.48pm.

2. DECLARATION OF CONFLICTS OF INTEREST

No conflicts of interested were declared.

3. REGISTER OF INTERESTS

The following addition was noted for the Register of Interests:

- Craig O'Connell – Trustee of the Brighton Observatory of Environment & Economics Trust

4. MINUTES OF BOARD MEETING 329

Resolved

That the Board:

- a. **Agrees** that the minutes of meeting 329 held on 5 May 2020 be approved as a true and correct record

4.1 Board Actions

Resolved

That the Board:

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

5. CHIEF EXECUTIVE'S REPORT

Resolved

That the Board:

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

6. FINANCIAL STATEMENTS TO 30 APRIL 2020

Resolved

That the Board:

- 1. Receives** The Financial Report to 30 April 2020.

7. Q1 H&S COMMITTEE REPORT

Resolved

That the Board:

- 1. Receives** and notes the contents of the Q1 Health & Safety Committee report.

8. COMMUNICATIONS REPORT

Resolved

That the Board:

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

9. COMPLAINTS REPORT

Resolved

That the Board:

- 1. Receives** the Complaints Report.
- 2. Notes** the report covers the period from 9 April 2020 – 22 May 2020.

10. INVESTIGATIONS REPORT

Resolved

That the Board:

- 1. Receives** the Complaints Report.
- 2. Notes** the report covers the period from 9 April 2020 – 22 May 2020.

11. GENERAL COUNSEL REPORT

Resolved

That the Board:

1. **Receives** and notes the contents of the General Counsel report.

12. EXAMINATIONS & CPD REPORT

Resolved

That the Board:

1. **Receives** the Examinations & CPD Report.
2. **Notes** the information regarding examinations.

13. SECTION 52 REPORT

Resolved

That the Board:

1. **Receives** the Section 52 report

2. **Notes** the following new applications have been received:

Auth. No.	Name	To be exempted from:	In order to register as a:
		National Certificate in Drainlaying; 9197 tradesman drainlayer exam; 24 months as a tradesman plumber; 24 months as a tradesman gasfitter; 24 months as a tradesman drainlayer; 9195 certifying plumber exam; 9196 certifying gasfitter exam; and 9198 certifying drainlayer exam.	Certifying Plumber, certifying gasfitter and certifying drainlayer

3. **Preliminarily declines** the applications for:

- for certifying level in all three trades

4. **Declines** the application for:

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14. REGISTRATION & LICENSING REPORT

Resolved:

That the Board:

- 1. Receives** the Registration & Licensing report.
- 2. Notes** the licensing figures for the 2020 year.
- 3. Notes** the registration figures for the 2020 year.
- 4. Cancels** registrations under section 51(1)(b) and removes the deceased from the register.
- 5. Issues** two Employer Licenses.

15. GENERAL BUSINESS

The Board review of Delegations was carried out under Board only time and it was agreed that no changes were required.

The following items were discussed under General Business:

- a. Risk Management Framework report
- b. Gas appliance servicing
- c. The option of sharing of photos at hearings
- d. Prosecution component of disciplinary levy
- e. Hot water cylinders and acceptable solutions
- f. Election of Chair & Deputy Chair at July Board meeting

The meeting closed at 4.33 pm.

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Signed

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Dated