FIT AND PROPER
LICENSING GUIDANCE

Plumbers, Gasfitters and Drainlayers Board

The Board has introduced a requirement for all registered people to provide information about their fitness to practice when renewing their licences.

What information will I need to provide?

You will only need to provide information about matters that have occurred since you last renewed your practicing licence.

The kinds of criminal offending that may concern the Board

Minor criminal offending such as driving convictions or public order offences (e.g. breach of the peace, breaching a liquor ban) are unlikely to mean a person cannot renew their practicing licence. With more serious criminal offending, it will depend on what the charge or conviction is for and whether it has implications for the work that person does and how they carry it out.

Below are some examples of more serious criminal offending that may be of concern to the Board:

- sexual offending
- serious drug-related offending such as procuring, possessing, or supplying illegal drugs
- serious offending against people such as threating behavior, assault, violence, or sexual offending
- property offending such as theft, burglary, shoplifting, or willful damage
- weapons offending such as possession of an offensive weapon or firearms.

However, even these types of offending will not necessarily mean a person is unfit to practice. The Board will consider the individual circumstances in each case.

The kinds of health conditions that may concern the Board

The Board recognises that health information is very personal and private. The Board only wants to know about any kind of health condition that could affect a person's ability to work safely. Working safely includes both that the person is safe while doing the work and that their work is compliant and correct.

The kinds of health conditions that may affect a person's ability to work safely are likely to be limited. Examples are things like dementia, cognitive impairment (eg. from a head injury or a stroke).

Any information disclosed to the Board will be kept safe and confidential

Any information the Board receives or collects in relation to an assessment of a person's fitness to practice will be kept safe and confidential. It will only be held for as long as necessary for the purpose of assessing the person's application to renew their licence. Access to sensitive health information will be restricted and once the information is no longer required, it will be permanently deleted.