

## Minutes

### NZRAB Board meeting

12 May 2009

The meeting commenced at 10.00 am.

#### Attendance, welcome, introductions & apologies

1.

Board members	Ron Pynenburg (Chair), Kate Davenport (Vice Chair), Marsh Cook, Gordon Holden, Callum McKenzie, Helen Tonkin
Guests	Hon Maurice Williamson
In attendance	Paul Jackman (CE), Andrew Symonds (EO)
Apologies	Carolynn Bull, Anna-Marie Chin

#### Potential Conflicts of Interest

None

#### Minutes from Previous Board Meetings/Matters arising

The Board resolved:

- That the minutes of the 17 March 2009 Board meeting were a true and accurate record.  
Moved Helen Tonkin, seconded Kate Davenport. Carried.

In matters arising it was agreed that in the next newsletter architects should be advised to check as to whether their PI insurance covered the legal and other costs of a discipline case.

#### Governance

##### 4.1 – Chair’s Report (oral)

The Chair reported on recent events. Discussion centered on the question of how the NZRAB could contribute to improving the built environment. It was agreed that the need was for architects to be involved in decision making about the future of New Zealand’s cities.

#### **4.2 – CEO’s Report**

The CE reported on the NZRAB’s activities over the last quarter. He noted that the NZRAB’s core activities were working well and in July the NZRAB would know what its income would be for the 2009/10 year and whether any curtailment of services or activities would be required.

A Board member asked that she be provided with a copy of the Advertising Standards Authority’s decision not to hear any further complaints from the NZRAB.

The Board resolved:

- That the Board note the CE’s Report  
Moved Gordon Holden, seconded Callum McKenzie. Carried.

#### **Strategy and Finance**

##### **5.1 – Finance Report**

The Board resolved:

- That the Board note the NZRAB Finance Report 1 July 2008 to 31 March 2009.  
Moved Helen Tonkin, seconded Kate Davenport. Carried

##### **5.2 – Strategic Plan 2009 – 2012**

The Strategic Plan 2009 – 2012 was discussed and, subject to minor amendments to grammar and tone, the Board resolved:

- That the Board adopt the revised NZRAB Strategic Plan 2009-2012.  
Moved Kate Davenport, seconded Helen Tonkin. Carried

At this juncture the Minister for Building and Construction, the Hon Maurice Williamson, joined the meeting. The Board briefed Mr Williamson on the issues facing it and Mr Williamson outlined his thinking about the challenges facing the built environment in New Zealand.

#### **Registration**

##### **6.1 – Registration Report**

The Board resolved:

- That the Board note this report on the NZRAB’s registration work.  
Moved Gordon Holden, seconded Kate Davenport. Carried

##### **6.2 – Registrations Pathway 7**

The Board resolved:

- That the Board approve the registrations of Pathway 7 applicants Mr Graeme Campbell and Mr Nicholas Courtney.  
Moved Marsh Cook, seconded Gordon Holden. Carried.

## **Continuing Registration**

### **7.1 – Continuing Registration Report**

The Board resolved:

- That the Board note the Continuing Registration Report  
Moved Callum McKenzie, seconded Helen Tonkin. Carried.

## **Public Protection**

### **8.1 – Public Protection Report**

The Board resolved that the Board:

- 1 Notes the public protection report  
Moved Callum McKenzie, seconded Kate Davenport. Carried
- 2 Agrees that as a matter of general policy, the Board considers that, where charges are proven, the name of the architect found wanting should be published  
Moved Gordon Holden, seconded Callum McKenzie, opposed Marsh Cook. Carried.
- 3 Agrees that where charges are proven against an architect, where appropriate a proportion of the expenses and incidental costs incurred by the Board should be sought from the architect.  
Moved Helen Tonkin, seconded Kate Davenport. Carried

### **8.2 – Public Protection Reform**

The Board considered the reform option being proposed and concluded that it would also like to consider a second option based on retaining and Investigating Committee and a Disciplinary Committee but with the Disciplinary Committee being empowered to make binding decisions, the Board then being the appeal authority. It was then agreed that the paper would be set aside and alternative scenarios would be prepared for consideration via either email or a conference call.

### **8.3 – (Deleted) Name Publication**

The Board resolved:

- That the Board reverse its decision to publish (deleted)'s name.  
Moved Gordon Holden, seconded Marsh Cook, against Kate Davenport. Carried.

### **8.4 - Recommendations of the (deleted) and (deleted) Investigating Committee.**

The Board resolved to accept the recommendations of the Investigating Committee, these being as follows:

1. The Investigation Committee recommends under section 68(b) of the Registered Architects Rules 2006, that the Board dismiss the matter on the ground under section 62(c) of the Registered Architects Rules 2006 that *"the alleged complaint is insufficiently grave to warrant further investigation"*.
2. The Investigation Committee has formed the opinion that while aspects of (deleted)'s practice management procedures are in need of improvement it is not considered that there are sufficient grounds for recommending referral of the matter to a disciplinary hearing.
3. The Investigation Committee recommends that the Board should formally communicate with (deleted) advising him that the Board concludes from the evidence submitted that his management of the (deleted) project falls short of best practice. This specifically relates to: clarification of budget scope (GST & Fees), procurement advice to the client, timeliness of fees contract, design/cost control within budget.
4. The Investigation Committee also recommends that the Board cautions (deleted) about the need to maintain Continuing Professional Development activity with regard to NZRAB's National Competencies Standards in Architecture, with a particular focus on Practice Management and Project Administration.
5. Further, the Investigation Committee recommends that the Board reminds (deleted) that all Registered Architects will be required to prove their competency at the time of the five-yearly review, being the end of June 2011, in order to maintain their registration.

Moved Callum McKenzie, seconded Helen Tonkin. Carried.