

## **Minutes**

### **NZRAB Board**

**18 August 2009**

#### **NZRAB offices, Wellington**

The meeting commenced at 9.30 am.

#### **1. Attendance, welcome, introductions & apologies**

##### **Attendance**

Board members	Ron Pynenburg (Chair), Kate Davenport (Deputy Chair), Carolynn Bull, Anna-Marie Chin, Marsh Cook, Gordon Holden, Callum McKenzie, Helen Tonkin
Guests	Duncan Joiner, Chief Architect, DBH
In attendance	Paul Jackman (CE), Andrew Symonds (EO), Debbie Southworth (AO), Tony Orgias, Assessment convener
Apologies	None

#### **Potential Conflicts of interest**

Callum McKenzie advised that he had been an assessor in the registration rounds reported on in Board papers 6.1, 6.2 and 6.3.

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

##### **3.1 – 26 June 2009 (electronic)**

The Board resolved that minutes of the 26 June 2009 electronic Board meeting were a true and accurate record.

Moved Carolynn Bull, seconded Anna-Marie Chin. Carried

##### **3.2 – 16 June 2009 (electronic)**

The Board resolved that the resolution of 16 June 2009 be rescinded, given that some of the architects listed should not have been included because they achieved 1000 CPD points after 31 December 2008.

Moved Helen Tonkin, seconded Kate Davenport, abstained Callum McKenzie, Gordon Holden. Carried

Instead the Board resolved the following, these being architects who had achieved 1000 CPD points by 31 December 2008.

That the architects listed below be granted an entitlement to annual registration from 1 July 2009 to 30 June 2014, subject to their each year holding a Certificate of Registration for that year.

528	Norman	Williams	2323	John	Gardiner
599	Donald	McRae ONZM	2407	Ainsley	O'Connell
1329	John	Bannatyne	2414	Megan	Rule
1396	Jan	Bukowski	2430	William	Morrison
1425	Philip	Porritt	2499	John	Chaplin
1722	Peter	Parkes	2629	Robert	Guild
1800	Grant	Harris	2645	Teng	Khoo
1880	Anne	Salmond	2712	Craig	Moller
1989	Jane	Dykes	2726	Euan	Mac Kellar
2009	Warwick	Bell	2809	Peter	Hunt
2014	Judith	Taylor	2882	David	Strachan
2034	Nicholas	Bevin	2943	Guy	Marriage
2056	Sara	Antonievich	2950	Richard	Hayman
2076	Bruce	Wild	2960	Davor	Mikulcic
2130	Callum	McKenzie	3035	Gordon	Holden
2181	Denise	Civil	3044	Tammy	Ashley
2212	Mark	Southcombe	3115	Clarence	Chua
2259	Gina	Jones			

Moved Helen Tonkin, seconded Kate Davenport, abstained Callum McKenzie, Gordon Holden. Carried

### **3.3 – 19 May 2009 (conference call)**

The Board resolved that the minutes of the 19 May 2009 conference call Board meeting were a true and accurate record.

Moved Kate Davenport, seconded Marsh Cook. Carried

### **3.4 – 12 May 2009 (full board meeting)**

The Board resolved that the minutes of the 12 May 2009 Board meeting were a true and accurate record.

Moved Kate Davenport, seconded Helen Tonkin. Carried

### **Matters arising**

In matters arising the Chair noted:

- the letter seeking changes to the complaints and discipline requirements of the Registered Architects Act 2005 from Minister Williamson to Minister Hyde
- the recent meeting between the NZIA, NZRAB and the three providers of recognised architectural qualifications to consider whether urban design is sufficiently prominent in the profession. The meeting agreed that a gaps analysis would be done to ascertain how architects learnt

the skills and knowledge required for registration and whether any of their needs, including in urban design, are not being met.

## **Governance**

### **4.1 – Chair’s Report (oral)**

The Chair advised that he would not be able to attend the 24 November 2009 Board meeting as he would be offshore at that time.

### **4.2 – CEO’s Report**

The CE updated the Board on recent developments including that at 17 August 2009 the NZRAB’s data base included:

- 1473 Registered architects, compared to 1578 at 30 June 2009, and a budget assumption for 2009/10 of 1550
- 86 expired architects
- 18 architects expired for more than one year
- 111 architects in voluntary suspension, compared with 93 at 30 June 2009.

A Board member suggested it would be sensible to write to the Chair of the new agency that registers real estate agents appraising her of the ongoing difficulties with real estate agents falsely claiming that the designers of properties for sale are architects.

The Board discussed the proposed Accountability Agreement with the Minister for Building and Construction and endorsed the proposed content subject to amendments to the Schedule one key performance indicators (KPIs) that:

- all board members should received an induction kit within one month of being appointed and not three
- the KPI for registration consistency be amended to link to continuing registration and not discipline cases
- the KPI of nil successful appeals to the Courts against Board discipline decisions be deleted.

The Board then resolved:

1. That the Board note the CE’s Report  
Moved Carolynn Bull, seconded Callum McKenzie. Carried
2. That the Board approve the negotiation of an Accountability Agreement with the Minister as per the attached draft.  
Moved Gordon Holden, seconded Kate Davenport. Carried

3. That where a person has been a Registered Architect but does NOT hold a current Certificate of Registration and is still practicing, when other reasonable efforts to obtain compliance have failed, the NZRAB will prosecute under section 7(4) of the Registered Architects Act 2005. Moved Ron Pynenburg, seconded Gordon Holden. Carried.

Mr Duncan Joiner, Chief Architect Department of Building and Housing, then joined the meeting for a broad ranging discussion on his role in the department and the wider role of architects in society.

#### **4.3 – NZRAB Schedule 2009/10**

The Board resolved that the Board adopt the NZRAB Schedule 2009/10. Moved Callum McKenzie, seconded Gordon Holden. Carried

### **Strategy and Finance**

#### **5.1 – NZRAB Draft Financial Report 2008/09**

The Board resolved that the Board note the NZRAB Financial Report 2008/09. Moved Helen Tonkin, seconded Carolynn Bull. Carried

#### **5.2 – NZRAB Budget 2009/10**

The Board resolved that the Board approve the NZRAB Budget 2009-2010. Moved Gordon Holden, seconded Helen Tonkin. Carried

#### **5.3 – NZRAB Financial Reserves**

The Board resolved:

1. That to ensure the NZRAB's capacity to deal with fluctuations in its income and/or expenditure, net current assets shall be maintained of at least 25 per cent of the NZRAB's budgeted expenditure.
2. That the NZRAB's 2009/10 Strategic Plan be amended to incorporate the proposed net current assets minimum.

Moved Callum McKenzie, seconded Anna-Marie Chin. Carried

Board members also discussed the ongoing fee of \$300,000 per annum paid to the NZIA for administering the CPD framework. The Board noted and welcomed that the Strategy and Finance Committee had initiated a review of this expenditure, given that the role of CPD within the NZRAB's continuing registration policies and procedures had changed significantly in the last three years.

### **Registration**

#### **6.1 – Registration Report**

The Board resolved:

1. That the Board note the report on the NZRAB's registration work.

2. That the Board budget for an Assessor to attend the annual Australian State Conveners meeting in 2009/10.

Moved Carolyyn Bull, seconded Helen Tonkin. Carried

### **6.2 – Registrations Pathways 1 and 2**

Mr Tony Orgias briefed the Board on the latest registration round. The Board resolved:

1. That the Board determine that those applicants listed below, on the basis of having met applicable minimum standards for registration, are registered under part 2 section 10 of the Registered Architects Act 2005.

3363	Chetna Purnami
3767	Ben Lloyd
3768	Ernie Lau
3769	Billy Ho
3770	Shin-Yu (Kitty) Fan
3771	Yun-Sun (Sabino) Choi
3773	Malcolm Ewart
3774	Dion Gosling
3459	Dale Fincham
3489	Carolyn Walker
3704	Ian Seddon
3775	Luke Allen
3776	Brenda Solon
3777	Earl Rutherford
3549	Ekin Sakin
3731	Murray Ackroyd

Moved Marsh Cook, seconded Kate Davenport, abstained Callum McKenzie. Carried

2. That the Board determine that those applicants not recommended for registration listed below, on the basis of having not met applicable minimum standards for registration, are declined under part 2 section 10 of the Registered Architects Act 2005.

(Deleted)  
(Deleted)  
(Deleted)

### **6.3 – Registrations Pathway 7**

The Board resolved that the Board register the Pathway 7 applicants listed below.

3160 Hamish Gunns  
2632 Debra Penn  
2644 Keiran Hoad  
1170 Morton Jordan  
1392 Lyndsay Maingay  
3003 Joseph Murphy.

Moved Carolyn Bull, Kate Davenport. Carried

### **6.4 – Presentation re. new M Arch degrees and equivalency assessments**

Professor Holden provided the Board with a presentation entitled “Master of Architecture (Professional) and Equivalency Assessment”.

## **Continuing Registration**

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

The Board resolved that the Board note Board paper: 6.1: Continuing Registration Report.

Moved Carolyn Bull, seconded Marsh Cook. Carried

### **7.2 – Continuing Professional Development Points Allocation Policy**

A director asked that the NZIA be asked to explain its view on access to CPD for provincial architects and what was being done to improve this.

The Board resolved that the Board approve and adopt the Continuing Professional Development Points Allocation Policy.

Moved Marsh Cook, seconded Anna-Marie Chin. Carried

## **Public Protection**

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

The Board resolved that the Board note the Public Protection Report.

Moved Carolyn Bull, seconded Callum McKenzie. Carried

## **International and Standards**

### **9.1 – APEC Architect Report**

The Board resolved that the Board note the APEC Architect Report.

Moved Callum McKenzie, seconded Helen Tonkin.

The meeting ended at 5.15 pm.