

AGM Minutes 2023

Held	Wednesday 19 th July 2023		
Time	14:00 – 15:30		
Location	MS Teams Meeting		
Present	Bryn George	BG	Chair
	Jack Mains	JM	
	Kane Fletcher	KF	
	Joanna Wilce	JW	
	Peter George	PG	
	Paul Burgess	PB	
Attendees	Carolyn McClutchie	CM	CBIP Operations Manager (Minute taker)
	Duncan Mains		
	Arran Beasley		
	Paul Hudson		
	Craig Darling		
	Grant Russell		
	Codrut David		
	Andrew Larsen		
	Rogelio Alegre		
	Barend Botha		
Apologies	Adrian Maxwell		
	Tony Howard		
	Mick Bell		
	John Phillips		
	Malcolm Kelsen		
	Stuart Wright		

#	Standing Agenda Items	Action
1	<p>Apologies</p> <p>The Board accepted apologies (received via email)</p>	
2	<p>Confirmation of previous meeting minutes</p> <p>The Chairperson requested that the minutes of the meeting held 9th November 2022 be accepted as a true and correct record.</p> <p>Moved: Jack Mains</p> <p>Seconded: Paul Burgess</p>	

3	<p>Matters arising from previous minutes.</p> <p>Technical Specialist role has been deferred due to the delay in the Plant & Structures Regulations being released. This also applies to any funding allocation for online exams in the future.</p>	
4	<p>Declaration of conflicts of interests</p> <p>No declared conflicts of interest.</p>	
5	<p>Chair report</p> <p>The Chair moved that his report be accepted.</p> <p>Moved: Bryn George</p> <p>Seconded: Arran Beasley</p>	
6	<p>Election Announcement</p> <p>Election results</p> <p>Jack Mains and Joanna Wilce retained their positions on the board. Grant Russell and Ahmed Aklil were also successful nominees and elected to the Board.</p> <p>Jack Mains moved that these results be ratified.</p> <p>Moved: Jack Mains</p> <p>Seconded: Andrew Larsen</p>	
7	<p>Financial Statement</p> <p>The Chair moved that the 2022 Financial Statement prepared by VBW be accepted.</p> <p>Moved: Jack Mains</p> <p>Seconded: Andrew Larsen</p>	
8	<p>Ratify Annual Renewal of Services</p> <p>Insurer – Willis Tower and Watson</p> <p>Legal – Auld Brewer Mazengarb & McEwen</p> <p>Accountant - Vanburwray</p> <p>Moved: Jack Mains</p> <p>Seconded: Andrew Larsen</p>	
9	<p>Scheme report - presented by Jack Mains</p> <ol style="list-style-type: none"> 1. NDT - no significant developments in period. 2. PEI - no significant developments in period. 3. Cranes: <ol style="list-style-type: none"> a. Work commenced on reviewing Certification Standard. 4. EWP: <ol style="list-style-type: none"> a. Additional practical assessors appointed b. Certification Standard to be reviewed/reformatted. 5. Ropeways: 	

	<ul style="list-style-type: none"> a. Exams revised to reference NZS 8635 b. Format of questions changed to all multi-choice. <p>6. Yarder Engineering Safety Inspectors:</p> <ul style="list-style-type: none"> a. Guidelines (PRO-CER-23) to be re-formatted as Standard. b. Forest Industries Contractors' Association (FICA) worked with HERA to develop and deliver a welding-knowledge course focussed on the needs of tower inspectors. c. Yarder Engineering Safety BPG is now re-written and expanded to cover the machine rather than just the tower. Currently with SafeTree. Document yet to be validated by existing inspectors Examinations questions have been prepared. <p>Examinations and practical assessments of existing inspectors need to be scheduled.</p> <p>Moved: Jack Mains</p> <p>Seconded: Peter George</p>	
10	<p>Approval report – presented by Peter George</p> <p>Peters last correspondence as the Approval Chair for CBIP. He thanked Board members and Carolyn for their support over the past few years. Significant change has occurred in our industry over the last 10 years which has created new challenges for CBIP. The main challenge which is common in most industries/societies is the ability to maintain voluntary support. He would like to encourage all inspection companies to consider their role in CBIP. CBIP can only exist with collective efforts. Statistics below show a healthy number of examinations throughout the year. This is in part due to the continued efforts by NZNDTA to provide NDT training.</p> <p>57 new Certifications 117 Examinations held in 2022 247 candidates sat exams in 2022 213 candidates passed exams</p> <p>Competencies renewed for the 2023/2024 – 268 Members down from 303 last year at the same time.</p> <p>Peter wished the existing board and the new members well in the continuing journey of CBIP.</p> <p>Moved: Peter George</p> <p>Seconded: Bryn George</p>	
11	<p>WorkSafe New Zealand Update</p> <p>No update</p>	
#	General Business	
12	<p>Codrut David offered time as volunteer.</p> <p>Arran Beasley and Paul Burgess also offered to contribute as volunteers or to part of any working groups.</p>	

13	Bryn George thanked Paul Burgess and Peter George for their contribution over the past few years on the Board.	
	Meeting Closed: 14.35	

Signed : 

Date : 19th day of July 2023.

