



Cadastral Surveyors Licensing Board
of New Zealand

Minutes of the Board teleconference meeting held on 24th July 2023

The meeting opened at 1:00pm. In attendance were Colin McElwain (CM), Nick Davies, Neale Faulkner (Chair), Craig McInnes (CKM), Jane Davel (lay member), Anselm Haanen (SG), Phil Napper (Secretary)
Lloyd McGarvey (LG) – for licence renewals only, in place of Anselm Haanen.

1 Apologies

Nil

2 Agenda

The main purpose of the meeting was to review the batch and s7(1)(d) licence renewal applications, as well as some individual applications.
Other items – disciplinary hearing, competency framework consultation.

3 Licence renewals:

The following initial licence applications were approved –
Samuel Lees and Lachlan McNie. Moved CKM/CM.

The following licence re-application was approved –
Julius Newman. Moved CM/CKM.

The following late licence renewal application was approved –
Nathan Hogg. Moved CKM/ND.

It was agreed that the introduction of a late fee for LCS's is added to the next Newsletter – to be implemented at the Board's discretion before the next renewal period.

Batch 1 licence renewals:

The response from Nicola Todd was accepted and renewal approved (CM abstaining). Moved NF/JD.

There was some concern with the level of evidence from the following – [s
[redacted] 9(2)
[redacted] They are to be reminded of the requirements for next year.

[s 9(2)(a)] - see minute 5(iv) 3 July.

Batch 2 licence renewals:

All applications noted as accepted in Google sheets were approved and ratified.

Moved CKM/NF.

There was some concern with the level of evidence from the following [s 9(2)(a)] [redacted] They are to be reminded of the requirements [s 9(2)(a)] next year.

[s 9(2)(a)] [redacted] is to be given a deadline of 31 July to respond to the request for his documentation.

Batch 3 licence applications:

All applications noted as accepted in Google sheets were approved and ratified.
Moved CKM/NF.

The following are to be reminded of the requirements for next year [s 9(2)(a)] [redacted] (a)]

The following are to be kept on hold pending receipt of additional documentation – [s 9(2)(a)] [redacted]

s7(1)(d) licence renewals:

Batch 1 – no applications

Batch 2:

[s 9(2)(a)] [redacted] – approved, no longer on watch-list. Moved CKM/CM;

[s 9(2)(a)] [redacted] – send reminder to comply with documentation by 31 July;

[s 9(2)(a)] [redacted] – approved, but keep on watch-list. Moved CM/NF;

[s 9(2)(a)] [redacted] – approved, but keep on watch-list. Moved CKM/JD.

Batch 3:

[s 9(2)(a)] [redacted] - approved, but keep on watch-list. Moved CM/JD;

[s 9(2)(a)] [redacted] - approved, but keep on watch-list. Moved CKM/JD;

[s 9(2)(a)] [redacted] - approved, but keep on watch-list. Moved ND/JD;

[s 9(2)(a)] [redacted] - approved, but keep on watch-list. Moved CKM/CM.

Disciplinary Hearing:

NF noted a change in the Order since the last meeting on 17 July to review and update parts of the Hearing documentation. The effect of the Order had been changed from receipt of the Order to 28 days from receipt of the Order – to give [s 9(2)(a)] [redacted] time to arrange his professional affairs. This change was discussed with [s 9(2)(a)] [redacted] who agreed it was reasonable in the circumstances.
The Hearing transcript, Order and Effect of Order were approved. Moved CM/JD.

Competency Framework consultation:

The consultation document was reviewed and some final updates made.

The document was unanimously accepted for publication.

PN to arrange posting on the website and email to all LCS's. Invitations to submit are also to be sent to S+S NZ, ICS, Otago University, CRSBANZ, Surveyor-General and Dr Don Grant.

NF noted that a webinar is to be organised in August to provide an overview of the new framework, stimulate engagement and answer any initial queries.

Additional matters:

- (1) Members fees for current meeting – half day preparation, half day meeting;
- (2) Committee payments yet to be ratified. These will be reviewed in total before the new Board members take up their roles;
- (3) JD reminded the Board about the updates that should be introduced for licence renewals – add a new template for supporting documents, introduction of an additional fee for late and s7(1)(d) applications.

The Chair closed the meeting at 4:00pm

Minutes Approved

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Chair

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