

Secretary's Report for the Cadastral Surveyors Licensing Board of New Zealand meeting on the 16 February 2024

3 Previous meetings

The minutes of the previous Board meeting 10 November 2023 are to be confirmed;

Arising –

[s 9(2)(a)] was reminded on 20 November 2023 that his suspension period was due, subject to submission of an essay. No response has been received;

Cyber audit – [s 9(2)(a)], [s 9(2)(k)]

I have just received a quote for \$500k of cyber cover, which I recommend to accept without further delay. See meeting paper.

Website privacy – to be updated (Jonathan to respond);

Risk register – to be updated;

API interface with Landonline – ongoing.

4 Finance

There are 4 committee payments and 1 consultant (Carapace) payment to be ratified shown highlighted in the spreadsheet.

[s 9(2)(b)(ii)]

5 Applications for Licences

Overseas application

[s 9(2)(a)] (South Africa) – In November 2022 the Board set out the requirements to be met before [s 9(2)(a)] could apply for a licence. He has since met all the requirements and submitted his application for approval. A sub-committee (Neale and Craig) reviewed and accepted the project work requested. An interview was held with [s 9(2)(a)] in Auckland late last year, following which he was requested to submit an essay to support his understanding of local cadastral concepts and boundary evidence. This was accepted by the committee, and full Board approval is now recommended for licence issue – see Chair's report. I have included a sub-folder with his projects, CV and background for your information.

Overseas enquiries

There have been no enquiries since the last meeting for the Board to consider.

6 Regulatory and Discipline

A brief response was received from [s 9(2)(a)] to the first standard letter requesting an explanation about the errors noted in his error report. Refer to his comments about QA systems and the use of GNSS on his other surveys in his second response.

There has been 2 new s7(1)(d) Notice since the last meeting – [s 9(2)(a)] (5 previous notices and [s 9(2)(a)] (2 previous notices).

[s 9(2)(a)] was last before the Board in 2018 - at an interview regarding his licence renewal he satisfied the Board about his on-going commitment to professional practice and competence. In 2019 his licence was renewed, however further commitment to good practice was again highlighted. Detailed requisition data February to June 2023, and a summary of all CSD's January to August are included with the Notice.

[s 9(2)(a)] received 2 notices in 2021 – the first one was not accepted for any further action, and the second is on the watch-list for licence renewal this year.

LINZ have provided audit information about [s 9(2)(a)] who was subject to a disciplinary Order in 2021 which I have attached. The OSG undertook an assessment of her datasets following the end of her 1 year supervision period. The audit found that her field and office procedures had improved to the extent that there is reasonable assurance her CSDs are now compliant with the SG Rules and the Cadastral Survey Act 2002.

7 Policies and Standards

(i) Privacy – professional misconduct Orders – See the internal correspondence including advice from Jonathan, and the relevant attachments I have added to the meeting paper. The Board is asked to confirm its policy about the publication of a surveyors name when found guilty of professional misconduct.

In all cases, except one that I am aware due to mitigating circumstances, the name of LCS is made in the S+S NZ Journal, ICS and CRSBANZ in the Effect of the Order – in terms of s44(2) of the Act and paragraph 6 of the policy document (previously updated by Robert).

To make this policy more transparent I would recommend the following –

- The policy document is clarified by adding the following (or similar) statement at the end of 6.1 – “Publication will include the name of the surveyor, unless mitigating circumstances may apply otherwise” and
- When the surveyor's name is included in the Effect of the Order, include a note about its publication in the letters to the surveyor and the complainant (see most recent letters, as highlighted).

8 General

(i) Licence renewals – In the last Bulletin (October 2023) LCS's were updated about the need to provide more consistent evidence of their competencies in relation to Schedule 1 of the Standards. I have prepared a draft template that could be added to assist non-automatic applications with their renewal applications.

(ii) There was also an update in the Bulletin warning about additional charges for late or incomplete licence renewal applications. An appropriate additional admin (not licence) fee was proposed by the previous Board to cover these situations. The options in Xero are a set description and amount to create individual invoices, or to set up an initial invoice then cut and paste for future use with the same description and amount. The first option may be preferable.

If accepted, when the invoices are sent this year we will need to add that an additional fee may apply subject to certain conditions.

(iii) Competency framework review

Since the last meeting the framework has been refined by the sub-committee and was then sent to S+S NZ for comment in December. A response is expected following their Council meeting next week.

Phil Napper

9/2/24

DRAFT
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