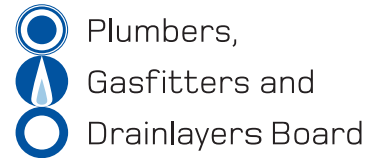


# info brief

AUGUST 2015 NEWSLETTER



## A word from the Chair

### NEW STAKEHOLDER LIAISON GROUP TO BE ESTABLISHED



The three yearly review of licensing fees and other charges is now well underway, and the second round of consultation is currently open for comment. A schedule of the series of stakeholder consultation meetings to be held around the country can be found on page six of this newsletter.

At this date, six meetings have been conducted and very low attendance levels appear to indicate that the industry is comfortable with the fees that will take effect as of April 2016.

Building work across New Zealand is at record levels, and an extra focus is required in these boom times on maintaining high professional standards across the sector. Due to concerns about quality of work, generally around unauthorised people in regions

such as Christchurch and Auckland, the Board will be working closely with local councils over the next 12 months to ensure authorisation checking takes place.

A new stakeholder liaison group (SLG) is to be established, and the Board is calling for nominations from the industry to make up six places in the group (see page seven).

If you are interested in participating in the SLG or know of others who may be interested, provide a curriculum vitae by Wednesday 9 September 2015.

Peter Jackson  
**Board Chair**



**4** | Speeding up the consent process in Auckland.



**2** | The Board's 2015 Annual Report is out.



**3** | Don't struggle with exams, ask the Board for help.

Call for industry nominations

**7** | **New** Stakeholder liaison group to be established.

# Who's who?

## CPD SECTOR REFERENCE GROUP

Recently a call for interest was put out to the industry for people interested in participating in a stakeholder reference group to assist the Board as it reviews CPD.

The Board received some high quality applications and would like to thank all those who put their names forward.

### The reference group is made up of the following:

Martin Sawyers from the Board, Greg Wallace for Master Plumbers, Wal Gordon for the Plumbers, Gasfitters and Drainlayers Federation of New Zealand, Di Lithgow for The Skills Organisation, Martin Kelly for Weltec, Mark Wogan for Energy Safety, and Darren Waith, Johnathan Lewis and Richard Brodrick from the industry.

The Stakeholder Reference Group will be meeting in late August to discuss the results of the recently completed consultation regarding CPD, an independent report on CPD prepared for the Board by Sue Ineson, and to explore options for the improvement of CPD.

Feedback from this group will be used to assist in identifying what changes, if any, need to be made to CPD. The Board will consider that feedback at a meeting in mid September.

The intention is to then consult further with the industry in early 2016 on any proposed changes as part of the second round of consultation in relation to the review of registration and licensing.



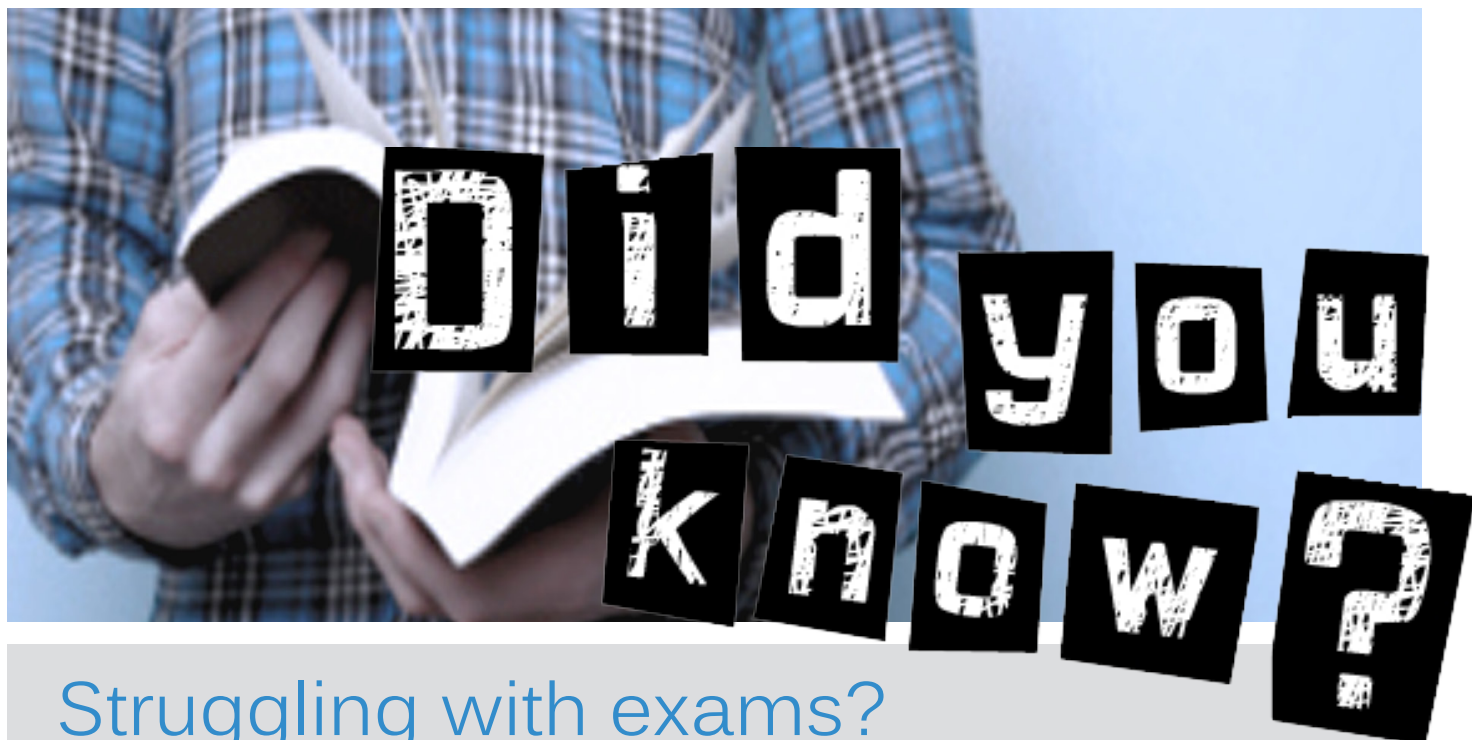
## 2015 Annual Report

### IN BRIEF - SIGNIFICANT MATTERS FOR THE YEAR

The Board's Annual Report is now available for viewing. Download the file from the Board's website at [www.pgdb.co.nz/publications/corporate](http://www.pgdb.co.nz/publications/corporate). If you would like a printed version posted out to you, email [comms@pgdb.co.nz](mailto:comms@pgdb.co.nz).

### In brief, significant matters for the Board during the year were:

- the number of authorisations issued rebounded
- continuation of the on-site stakeholder engagement project
- rapidly growing support for the ask-for-the-card campaign
- approval in principle given to the integration of registration examinations into the New Zealand certificates
- progress towards reviewing the Plumbers, Gasfitters, and Drainlayers Act 2006
- the overhaul of the Board's complaints and discipline process
- the commencement of the three yearly review of fess and levy.



## Struggling with exams?

YOU DON'T HAVE TO – APPLY TO THE BOARD FOR HELP

**F**or many very capable practitioners the exams can be a significant hurdle for a number of reasons. Did you know that assistance can be given to people in many circumstances?

If you have a long-term or short-term medical, physical or learning disability that significantly impairs your ability to sit an exam—you can apply for help.

The Board can assist with:

- providing writer assistance, and/or
- organise a separate room, and/or
- give 30 minutes extra time.

### How writer assistance helps

A writer assistant can read the exam questions to a person sitting an exam. They can also write the answers on the answer page and read the answers back to them.

**Note:** what a writer can't do, is help read from any source materials allowed during the exam, draw diagrams or do any calculations.

Sometimes, a disability might require further assistance over the above. There is another option. You are also able to apply for an exemption under the Act.

### You could be eligible to sit an oral exam

If a person fits the criteria for an exemption under the Act, the Board can require an oral competency exam rather than a written exam.

**Note:** Anyone applying for this exemption will need to provide evidence from a professional about their disability that clearly explains why a written exam cannot be undertaken.

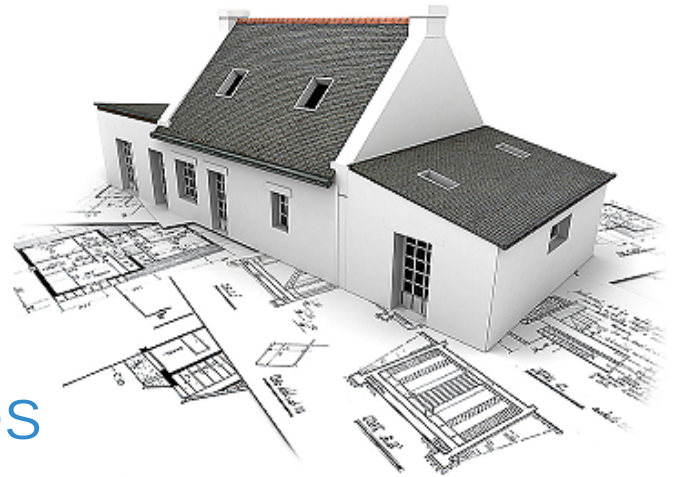
### When applying for help

Any application for assistance needs to be made by 15 April in relation to the June exams, and by 15 September in relation to the November exams.

If you are applying for assistance ensure that you give the reasons, and if appropriate documentation support from an independent, registered professional recommending the assistance required to address your needs.

If you think that you or someone you know might benefit from the assistance detailed above, give the Board a call on 0800 743 262 to find out more. The Board's examination policy has been updated. **See page 8.**

**Don't forget** - exam enrolments close 30 September 2015.



## Proactive relationships

### WORKING TOGETHER WITH LOCAL COUNCILS

Recently the Board meet with the Building Control Management (BCM) team at Auckland Council to discuss concerns around quality of work in the region, licence checking and how the industry can help support them in the delivery of compliant safe buildings.

#### Challenges for the industry

Squeezing out illegal operators. Proactive engagement from building inspectors is essential support that helps accelerate the reduction in illegal operators. To aid in quality assurance, many local councils such as the Auckland Council, are now helping the Board by checking for current licences and ensuring that tradespeople are working within the terms of any supervision requirements.

#### Challenges for the Auckland City Council

One of the challenges facing the BCM team at Auckland Council is the processing of building consent applications and issuing of certificates for compliance when inspecting building work. Their current drive is on customer focus, and it's all about time and getting the consent out the door.

Each year the Auckland City Council generally issue around 19,500 consents, perform 170,000+ inspections and issue 13,500 code of compliance certificates. The main issue holding up their processes has been inadequate levels of information provided to them for the code of compliance.

#### How can industry tradespeople help?

To help ensure there are no processing issues, it is important to provide councils with the right amount of information to enable assessment to be completed, and work to be inspected. It is

quite common for the plumber and drainlayer to receive the approved plans after the building consent has been issued. Because of this, information can be lacking in detail. Liaise with the licenced building practitioner, inspectors and owner before commencing any design work otherwise issues for councils can arise.

If you receive the approved plans and there is information missing, ensure the detail you provide in relation to the consented documents covers things in the following list.

- Steps in floor levels. For example, drainage levels, tanking and disposal.
- Pipes in slab thickenings. For example, concrete cover over pipes.
- Undermining foundations. For example, location of soak holes in relation to building, and high-density developments limited yard space.
- Gully traps. For example, need to be 150mm below the lowest fixture.
- Provision for surface water run-off. For example, placement and size of cesspits. Where will the water go?
- Pipes vs floor joists and framing.
- Location of soak holes.
- Invert levels.
- Retaining walls. For example, drain coil needs to be below slab.

Good communication with building inspectors helps ensure a smooth process through to code of compliance sign-off.



## Consumer magazine

SPREADING THE WORD TO HELP SQUEEZE OUT ILLEGAL OPERATORS

Consumer magazine is published by Consumer NZ and provides independent test reports, recommendations and advice. In a nutshell consumer NZ:

- test products and services, and recommend which they think are best
- investigate issues they reckon consumers need to know more about
- conduct mystery shops and surveys to keep businesses honest
- give advice to thousands of consumers about their rights and how to exercise them, and
- recommends businesses you can trust.

They are New Zealand's most trusted source of advice. Over **80,000 savvy kiwis** rely on Consumer to help them choose, buy and save.

Next month, gas cooktops and installation are a hot topic in the Consumer magazine. Why? Cooking with gas is nearly 50 per cent cheaper than electricity and a very popular option for consumers.

After investigating the right steps to take, the September issue of Consumer says **ask-for-the-card**. If you've decided on a gas cooktop, it will need to be installed by a licensed or certifying gasfitter.



### Getting it right

Sanitary plumbing, gasfitting and drainlaying

### CONSUMER GUIDE

BUILDING OR  
RENOVATING?

THE RIGHT  
STEPS  
TO TAKE



ION CAUTION



### GET ON BOARD AND HELP BUILD CONSUMER AWARENESS

Join the PGDB, Local Councils, Citizens Advice Bureau, product suppliers and tradespeople who are displaying and distributing the new guide to ensure consumers know the right steps to take when building or renovating.

Phone 0800 743 262 or email [comms@pgdb.co.nz](mailto:comms@pgdb.co.nz) for free copies of the helpful consumer guide. There are plenty available to give away.

# REVIEW OF FEES AND LEVY

[ LOOKING AT THE OPTIONS ]



## Attend a meeting near you

Date	Location	Venue	Time
<b>Completed</b>	Northshore Auckland. West Auckland, South Auckland,		
<b>Completed</b>	Wellington		
<b>Completed</b>	Lower Hutt		
<b>Completed</b>	Christchurch		
2 September	Nelson	Trailways Hotel Nelson The Rivers Room, 66 Trafalgar Street, The Wood, Nelson 7010	5.30 pm
8 September	Cromwell	Cromwell Sports Centre Barry Ave, Cromwell	5.30 pm
9 September	Dunedin	Otago Polytechnic Room G106, Union Street East, Dunedin 9016	5.30 pm
10 September	New Plymouth	Copthorne Hotel Grand Central Conference Room One, 42 Powderham Street New Plymouth 4601	5.30 pm
16 September	Palmerston North	Hotel Coachman, Hunterville Room 140 Fitzherbert Avenue, Palmerston Nth 4410	7.30 am
22 September	Napier	Cornwall Cricket Club, Roberts Street, Hastings 4122	5.30 pm
28 September	Hamilton	YWCA Hall, Corner of Clarence and Pembroke Street, Hamilton	5.30 pm
29 September	Tauranga	Trinity Wharf Tauranga Hotel Room: Trinity Two, 51 Dive Crescent, Tauranga 3110	7.30 am



## Call for nominations from the industry

### NEW STAKEHOLDER LIAISON GROUP TO BE ESTABLISHED

The Board is establishing a new stakeholder liaison group (SLG), and are calling for nominations from the industry to make up six places in the group.

Those selected from the industry will be paid an honorarium per meeting of \$300 per day and reimbursed for reasonable travel expenses. The Board would like the SLG to be made up of a wide variety of those participating in the industry, and sees the group as a valuable way of ensuring that there is wider industry input into the Board's decision making.

The purpose of this group will be to provide a regular opportunity for the Board to receive feedback on:

- proposed initiatives
- implemented initiatives
- issues/areas of concern to the Board
- issues/areas of concern to the SLG
- other issues within and facing the industry
- and other matters of relevance.

The SLG will be convened and chaired by the Chief Executive of the Board and will meet forum style with Board members and Board staff as required. A minimum of three meetings will be held each year.

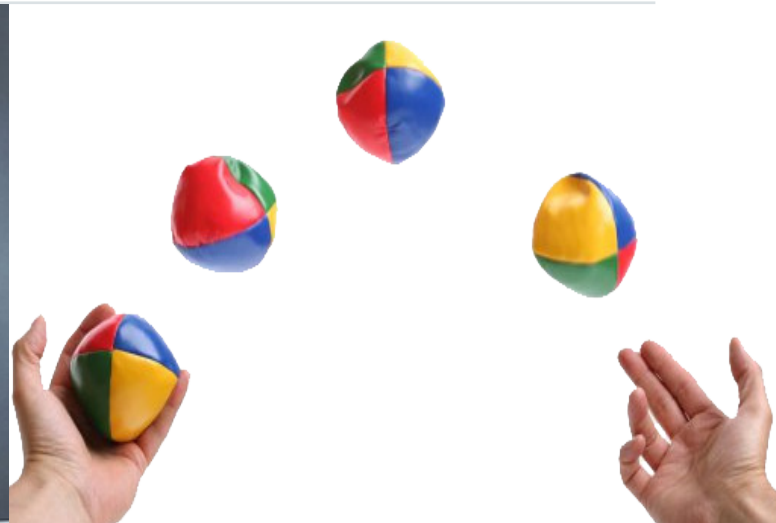
#### It is proposed that the membership of the SLG will be:

- two representatives of Master Plumbers, Gasfitters and Drainlayers NZ Inc
- two representatives from the Plumbers, Gasfitters and Drainlayers Federation of New Zealand
- six people selected from nominations from the industry.

If you are interested in participating in the SLG, or know of others who may be interested, please provide a curriculum vitae to the Board by Wednesday 9 September 2015.

#### Submit applications here

Email submissions to [comms@pgdb.co.nz](mailto:comms@pgdb.co.nz), or post to P O Box 10655, Wellington 6143.



**Business.govt.nz : Round-up for small business**

## Business owners juggle many tasks

**A**s a small business owner you juggle many tasks. Managing health and safety. Paying tax. Winning contracts. Applying for funding and grants. Protecting your intellectual property (IP). Being your own boss can be exciting and fulfilling – but also more than a full-time job.

**Here's this month's summary of advice from Business.govt.nz to help make these tasks run smoothly:**

Changes to health and safety law are due to be passed later this year and come into effect in the months following. Now is a good time to look at how you're dealing with critical risks. Managing health and safety doesn't need to be difficult, but it is something that needs to be considered <p> by all businesses.

Are you ready for provisional tax payments due by 28 August? To avoid getting stung for over- or underpaying your provisional tax, consider smart ways to manage your tax dollars.

Are you eligible for a government grant for small businesses? There's money available to put towards research and development, staff training and more. Or perhaps you should consider the new NXT market or crowd funding would be a better fit for financing your business?

Know your trade secrets from your trade marks with Business.govt.nz's new IP section. It's full of tips on how to identify what your IP might be, and easy ways to protect it. Check out the infographic showing key milestones when every business should think about IP.

**Find out more at : [www.business.govt.nz/news](http://www.business.govt.nz/news)**

## Policy update

### REVIEW OF THE BOARD'S EXAMINATIONS POLICY

**T**here have been some changes made to the Board's examination policy as a result of a recent review. The significant changes were made to the special examination conditions and assistance with sitting examinations. These were:

- date changes
- the policy now specifies that the Board will consider other reasons for assistance
- the new policy now clarifies that writer assistance does not draw diagrams and do calculations.

**Find the updated policy at [www.pgdb.co.nz/legislation-policies/policies](http://www.pgdb.co.nz/legislation-policies/policies)**