

# NZIQS 40<sup>th</sup> Annual General Meeting

**9.00 am, Friday 15 June 2018, Dunedin**

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Notice is given that the 40<sup>th</sup> Annual General Meeting of the New Zealand Institute of Quantity Surveyors (Inc.) will be held at 9.00 am on Friday 15<sup>th</sup> June in the Fullwood Room, Dunedin Centre, 1 Harrop Street, Dunedin.

## 2018 AGM Agenda

1. Apologies
2. Proxies
3. Minutes of the 39<sup>th</sup> AGM held on 23<sup>rd</sup> June 2017
4. Matters Arising from the minutes
5. President's Report
6. Executive Director's Report
7. 2017 – 2018 Financial Accounts
8. Appointment of Auditor
9. Election of Officers:
  - a. President
  - b. Vice-President
10. Notices of Motions (see attached)
  - a. Rule Changes relating to Registered Quantity Surveyor criteria
11. General Business



**Marilyn Moffatt**  
Executive Director  
1 June 2018

## Minutes 39<sup>th</sup> Annual General Meeting of the NZIQS

Wellington 0830 Friday 23 June 2017

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### **The meeting opened at: 0830**

The President welcomed all to the meeting and introduced the Council members and staff present.

- 1. Present:** Adam Stockman, Alan Muxlow, Alexander Bostrovas, Andrew Hartley, Andy Thomson, Audrina Stanley, Benjamin Hamilton, Bernice Pitt, Bevan Hartley, Bob Stevens, Brent Jefferys, Brett Raudon, Chaman Mangat, Chi Kong Mak, Chris Prigg, Christina McRae, Dan McGuinness, David Reilly, David Grenfell, David Do, David Monastra, Dean Herbert, Dean Velenski, Donald Chataira, Giane Woods, Gordon Cairney, Grant Moore, Grant Stothers, Gunther Hanne, Heidi van Eeden, Jacqui O'Donnell, James Thomson, Jamie Humphries, Jasper Mbachu, Jeff Nimot, Jeremy Shearer, Jim Bucknell, Joel Binnie, John Russell, John Malthus, Julian Mace, Karl McCully, Katrina O'Neill, Keith Harvey, Keith Power, Kenneth McNamara, Kimberley Chan, Lee-Anne Powell, Luke Stapp, Lucas Rahmati, Manoj Parbhu, Mark Tainui, Mark Tyrrell, Mark Wickens, Martin Watson, Martin McDonnell, Matthew Ellingham, Matthew Faulkner, May Killinge, Patrick Hay, Paul Leman, Paul Bunkall, Paul Maynard, Phillipa Goodman-Jones, Robert Davis, Ronnie Matafeo, Russell Cairns, Sam Lomax, Shaun Workman, Simon Barnes, Stephen Lunn, Steve McLean, Steve Gracey, Stewart Harrison, Stuart Watson, Stuart Hynes, Sunethra Aponu, Tom Berliner, Tony Lovett, Tony Nicholls, Trish Enright, Wayne Robinson

**Non-members Present:** Marilyn Moffatt (NZIQS staff), Gretchen Woudt (NZIQS staff), Alana Cuthbert (NZIQS staff), Chris Schoeman, Peter Clack (AIQS), Grant Warner (AIQS), Sally Carter (Luke Cunningham Clere)

### **2. Apologies**

Paul Williams, Peter Waterhouse, Steve Flanders, Jeff Hancock, George Douglas, Bruce Glennie, Paul O'Brien, Annette Vincent, Mark Burrows, Roger Frankland, Peter McKeown, Naseem Ameer Ali, Ian Harrison, Barry McLean, John Hale, Colin Toomey, Matthew Ensoll, Ciaran Corrigan, Barry Possenniskie

**Moved: That apologies be accepted**

**Jeremy Shearer/Chris Prigg- Carried**

### **3. Record of Proxies**

Valid proxies had been received from Roger Frankland for the President, Mark Burrows for John Russell, Ian Harrison for Grant Moore.

### **4. Remembering Deceased members**

A minute's silence was held to remember the passing of the following members:

Stephen Pritchard, Ashley Hartley, John Boon, Colin Hodge and Kenneth Holmes.

### **5. Previous minutes – 38th AGM**

**Moved: That the minutes for the 2016 AGM be approved as a true and correct record with the addition of Matthew Ensoll to those present**

**Jeremy Shearer/Julian Mace - Carried**

**6. Matters arising from the 38th AGM minutes**

- a. Following the discussion about CPD at the last AGM, the QSRB has revised the CPD categories as from 1 April 2017, as advised members.

**7. Adoption of Annual Report**

**Moved: That the 2017 Annual Report be accepted.**

**Jeremy Shearer/John Russell - Carried**

**8. President's report**

Jeremy noted that the year had been very active, with the significant projects already mentioned at conference yesterday. Paul Bunkall had been contracted to provide QS technical input and the Council was focused on the outcome highlighted in the report including changing the Method of Measurement. NZIQS and members need to keep heads up and be aware what is coming.. Membership is over 2500 which is a good sign for the institute for the future and we need to keep bringing students and youth through.

**President's Citation**

The President awarded a President Citation's for 2016/17 to Tony Sutherland for his long service on the Membership Committee.

**Branch Trophy**

The Branch Trophy was awarded to the Waikato branch for their enthusiastic organisation of events in the last year.

**9. Executive Director's Report**

Marilyn highlighted the membership growth which had put pressure on the office, along with the events now being organised and thanked Alana and Gretchen for their work coping with these. Marilyn thanked Julian Mace personally for his support as President when she joined NZIQS.

**10. 2016/17 Annual Accounts**

**Moved: That the audited financial report for 31 March 2017 be accepted**

**Jeremy Shearer/Paul Bunkall -Carried**

Jeremy explained that the budget was set for a break even for business as usual activities and then additional projects were planned depending on additional funds raised e.g. through PAQS in 2016 and the Auckland cricket sponsorship.

**11. Election of Auditors**

**Moved: That Dent & Heath be re-appointed Auditors for the NZIQS for the year 2017/2018**

**Jeremy Shearer/Keith Harvey–Carried**

## 12. Election of Institute officers

### A. President

Barry Calvert was the only nomination received and therefore was elected President.

### B. Vice President

Sam Lomax was only nomination received and therefore was elected Vice-President.

It was confirmed that these appointments were for a one year term although Jeremy noted that he had found a 2 year term as President was more effective.

## 13. Notices of Motion

Sally Carter, Solicitor, from Luke Cunningham Cere (LCC) was invited to talk to the meeting about their involvement in a complaints case which had led to them informing NZIQS that the current Complaint procedure was inadequate. In particular there was a lack of natural justice. LCC does a lot of similar work for other professional bodies and the complaints structure proposed is similar to other professions. There is a structure in each of the 3 stages; Professional Conduct Committee, Disciplinary Board and Appeal Board, to ensure natural justice was done and seen to be done. A member cannot resign if a complaints has been made.

### 1) Moved that: Rules 32 to 46 are removed and replaced with the following:

*32. The Council shall adopt a Code of Conduct and/or other policies and procedures which it considers necessary to cover the ethical and professional obligations of members and related matters, including but not limited to the receipt and investigation of complaints, hearing and determination of issues, the grounds on which a member may be disciplined, and the disciplinary actions that may be taken.*

*33. Any Code of Conduct and/or policies and procedures adopted by the Council under Rule 32 are deemed to be Rules of the Institute.*

Move by Jeremy Shearer, Seconded by Barry Calvert - Carried

### 2) Moved that: Rule 26 Registered Quantity Surveyor be altered as follows:

1. Add "New Zealand Diploma in Construction (QS strand)" to Rule 26 b) i).
2. Delete Rule 26 b) iv)
3. Add to Rule 26 a) i) "*or equivalent degree or overseas tertiary qualification in quantity surveying as approved by Council.*"
4. Add new Rule 26 d):
  - (i) *Completed such experience and standing as a quantity surveyor as Council may in any special case determine; and*
  - ii) *been of Associate or Member status in the Institute for not less than three (3) years; and*
  - iii) *a minimum of ten (10) year's relevant work experience in quantity surveying, including at least one (1) year in New Zealand; and*

iv) *current NZIQS accreditation of Continuing Professional Development*

Paul Maynard asked why we needed to alter the Rules if there were already procedures in place for special cases. Jeremy commented that the Council gets guidance from the QSRB and Membership committee for special cases but these had become the norm so the new pathway allowed for what is now common practice.

Moved by Stephen Flanders, Seconded by Jeremy Shearer – Carried

Noted Proxy vote against by Ian Harrison

- 3) Moved that: Rule 15 e) MEMBER ii) (1) (a) “completed a minimum of one year’s membership of the Institute: and” be deleted

Moved by Jeremy Shearer, Seconded by David Reilly - Carried

#### 14. Incoming President’s Speech

Barry Calvert outlined his early involvement in construction as a builder, and then retraining as a QS. During this time he learnt two messages: 1. Everyone has something to contribute, and 2. People are more important than property and programmes. Barry believes in the institute and the people in it. He values input from members highly and his emphasis will be to engage members around the regions in particular and get more people involved in committees. Barry thanked members for their vote of confidence. Jeremy handed over the President’s Chain to Barry.

#### 15. General Business

Paul Maynard asked for an update on Construction Industry Council progress on obtaining free standards. Marilyn represents NZIQS on the CIC and noted that this had not been a topic on the CIC agenda.

Jeremy thanked Julian Mace for his time on Council and in particular for his support as he retires as Past President.

Jeremy thanked Ken McNamara for attending Conference and the AGM from Brisbane and to Chi Kong Mak who came from Hong Kong

The meeting was closed at 0922.

Signed: .....

Date: .....

Barry Calvert, President

## Notices of Motion for the 40<sup>th</sup> AGM

Rule Changes relating to changing the criteria to become a Registered Quantity Surveyor for Diploma holders.

### Explanation for Rule Changes:

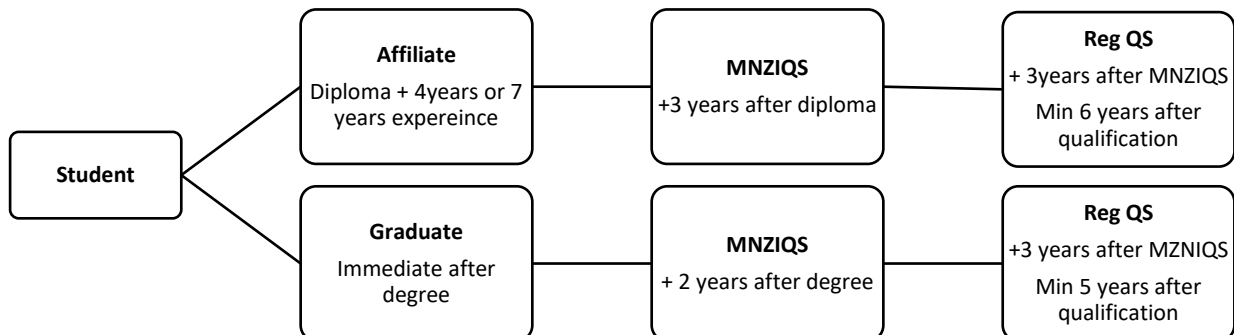
The QSRB and Council agreed there was an inequity in the membership pathway between degree and diploma students to become a Registered QS.

Under the current rules (26 b) members with a NZ Certificate or diploma qualification are required to have at least ten years work experience. Graduate members with a degree (NZ or overseas) are required to have a minimum of 5 years work experience post- graduation.

By removing the 10 years' experience requirement for Diploma graduates they would require a minimum of 6 years' experience after graduating to become a Registered Quantity Surveyor.

The pathway to MNZIQS is one year longer for a diploma holder compared with a degree holder.

The pathway to Registered QS would then be:



The Rule Change can be made by adding the Diploma qualifications to the list in 26 a) as in red italics below and deleting the entire sub clause 26 b) and

Link to download the [NZIQS Constitution and Rules](#)

### Motion 1

**Moved that: Rule 26 Registered Quantity Surveyor be altered by:**

1. adding additional qualifications to 26 (a) i) and
2. deleting 26 b)

REGISTERED QUANTITY SURVEYOR

26. Unless otherwise exempted by Council, every Life Member, Fellow, Associate or Member may apply to be a Registered Quantity Surveyor who has:

a)

- i) graduated with a Bachelor of Construction (Quantity Surveying) or equivalent degree or overseas tertiary qualification in quantity surveying as approved by Council *or completed the New Zealand Certificate, Diploma, Advanced Diploma, National Diploma of Quantity Surveying or New Zealand Diploma in Construction (QS) strand*); and
- ii) been of Associate or Member status in the Institute for not less than three (3) years; and
- iii) a minimum of one (1) year's work experience in quantity surveying in New Zealand; and
- iv) current NZIQS accreditation of Continuing Professional Development;

~~OR b)~~

- ~~i) completed the New Zealand Certificate, Diploma, Advanced Diploma, National Diploma of Quantity Surveying or New Zealand Diploma in Construction (QS) strand); and~~
- ~~ii) a minimum of ten (10) year's work experience in quantity surveying, including a minimum of three (3) year's post qualification and at least one (1) year in New Zealand; and~~
- ~~iii) been of Associate or Member status in the Institute for not less than three (3) years; and~~
- ~~iv) current NZIQS accreditation of Continuing Professional Development.~~

OR c)

- i) held a status equivalent to Fellow, Associate or Member at some other Society or Institute, approved by Council for a minimum of three (3) years; and
- ii) been engaged in quantity surveying in New Zealand for not less than one (1) year; and
- iii) been a member of the Institute for not less than one (1) year; and
- iv) current NZIQS accreditation of Continuing Professional Development.

OR d)

- i) Completed such experience and standing as a quantity surveyor as Council may in any special case determine; and
- ii) been of Associate or Member status in the Institute for not less than three (3) years; and
- iii) a minimum of ten (10) year's relevant work experience in quantity surveying, including at least one (1) year in New Zealand; and
- iv) current NZIQS accreditation of Continuing Professional Development;

**Proposed by NZIQS Council**

## Proxy Voting Form – NZIQS 2018 AGM

### 1. Appoint a Proxy

I, ..... being a member of NZIQS, hereby appoint:

Name: ..... OR  The NZIQS President

As my proxy to act generally at the 40<sup>th</sup> Annual Meeting of the NZIQS to be held at 9.00 am on 15 June 2018 in Dunedin and at any adjournment of that meeting.

### 2. OR I wish to Vote as follows for the Motions

Motion	Vote <u>for</u> Motion	Vote <u>against</u> Motion
1. Rule changes for criteria for Registered Quantity Surveyor	<input type="checkbox"/>	<input type="checkbox"/>

Signature of member: ..... Date: .....

Witnessed by (name): .....

Signature of witness: .....

**PROXY FORMS MUST BE RECEIVED BY 9.00 AM WEDNESDAY 13th JUNE 2018**

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