

AGM Minutes 2026

Held	Wednesday 15 th July 2026		
Time	09:45AM – 10:20 AM		
Location	Zoom Online Meeting		
Present	Bryn George Chair Jack Mains Grant Russell Ahmed Aklil Joanna Wilce Emiel Verveer Ryan Kercher Christian Erasmus Hitesh Shah Peter George Duncan Mains Chris Taylor Henry Jensen Stephen Kujacz Sean McPhillips Barend Botha Marc Fearon Sajjad Malik David Gilchrist Tony Howard John Phillips Md Saidur Rahman		
Attendees	Carolyn McClutchie CM Sheila Murphy SM	CBIP Operations Manager (Minute taker) CBIP QA Specialist	
Apologies	Mike Cowan Mick Bell		

#	Standing Agenda Items	Action
1	Apologies The Board accepted apologies (received via email)	

2	Confirmation of previous meeting minutes The Chairperson requested that the minutes of the meeting held 15th July 2025 be accepted as a true and correct record. Moved: Grant Russell Seconded: Ahmed Aklil Carried	
3	Matters arising from previous minutes. No matters arising.	
4	Declaration of conflicts of interest No declared conflicts of interest.	
5	Chair report The Chair presented the annual report, highlighting the Board's continued focus on improving certification schemes, examinations, governance, and maintaining CBIP's financial sustainability and JAS-ANZ accreditation. Ongoing improvements to examination question banks and certification schemes were reported, together with successful JAS-ANZ assessments, with all minor non-conformances addressed within the required timeframe. The Chair also noted CBIP's sound financial position, supported by WorkSafe funding, and ongoing enhancements to the CBIP website. Moved: Grant Russell Seconded: Jack Mains Carried	
6	Election of Governance Board Members The Operations Manager, acting as Returning Officer, advised that voting closed at 5.00 pm on Friday, 10 July 2026. The following members were declared elected to the CBIP Governance Board: • Grant Russell • Ahmed Aklil • Christian Erasmus • Ryan Kercher The elected members will take office at the conclusion of the Annual General Meeting. Moved: Bryn George Seconded: Ahmed Aklil Carried	

7	Performance Report The Chair moved that the 2025 Performance Report prepared by Moore VBW be accepted. Report to be made available on the website following the meeting. Moved: Grant Russell Seconded: Ryan Kercher Carried	
8	Ratify Annual Renewal of Services Insurer – Delta Insurance NZ Legal – Auld Brewer Mazengarb & McEwen Accountant – Moore VBW Moved: Grant Russell Seconded: Bryn George Carried	
9	Scheme report - presented by Jack Mains Significant progress has been made across several certification schemes, including the ongoing alignment of the NDT Scheme with ISO 9712:2021, continued reviews of the PEI, EWP and Cranes schemes, completion of the Protective Coatings Scheme review, and preliminary work investigating the development of a Vehicle Hoist Certification Scheme. No changes were reported for the Passenger Ropeways, Yarder Inspection or Welding schemes. Moved: Jack Mains Seconded: Ahmed Aklil Carried	
10	Certification report – presented by Grant Russell CBIP maintained steady certification activity with 112 examinations and 53 new certifications issued in 2025, showing stable engagement despite some cyclical dips. The steady rate of Competency renewals reflects a stable base of certified Inspectors within the core certification areas. The online approvals portal is functioning efficiently, with most certification approvals progressing in a timely manner, though application completeness affects processing speed Moved: Bryn George Seconded: Jack Mains Carried	

	General Business	
11	Annual Competency Renewal Members were advised that a strategic review is underway to consider changes to the competency renewal process, including the potential introduction of a five-year renewal and ten-year recertification cycle to better align with industry standards. It was noted that the NDT Scheme will be required to transition to this renewal cycle as part of its alignment with ISO 9712:2021. The Board also noted that member feedback, regulatory requirements, operational impacts, and cost implications will be carefully considered before any broader changes are implemented, with member consultation forming part of the review process.	
	Meeting Closed: 10:20am	

Signed :

Date :