

AGM Minutes 2025

Held	Wednesday 16 th July 2025		
Time	10:00 – 11.35 AM		
Location	Zoom Online Meeting		
Present	Bryn George BG Chair Jack Mains JM Grant Russell GR Ahmed Aklil AA Emiel Verveer Rob Penney Joe Day Craig Darling Peter George Duncan Mains Matt W Allan Collop Vivasen Govender Chris Erasmus		
Attendees	Carolyn McClutchie	CM	CBIP Operations Manager (Minute taker)
Apologies	Joanna Wilce Mike Jack Mike Cowan John Carter Mike Jack		

#	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 19 th June 2024 be accepted as a true and correct record. Moved: Rob Penney Seconded: Jack Mains	

3	Matters arising from previous minutes.	
4	Declaration of conflicts of interest No declared conflicts of interest.	
5	Chair report The Chair moved that his report be accepted. Moved: Ahmed Aklil Seconded: Jack Mains	
6	Financial Statement The Chair moved that the 2024 Financial Statement prepared by VBW be accepted. <ul style="list-style-type: none"> Financial report revealed decreased earnings for 2024 due to new website development and Database (WeCertify) Improvement. Moved: Grant Russell Seconded: Jack Mains	
6	Ratify Annual Renewal of Services Insurer – Delta Insurance NZ Legal – Auld Brewer Mazengarb & McEwen Accountant - Vanburwray Moved: Rob Penney Seconded: Ahmed Aklil	
8	Scheme report - presented by Jack Mains <ul style="list-style-type: none"> NDT - Following discussion the Board agreed that the door remains open for future discussions with NDTA regarding the AQB model, emphasising the need for a detailed proposal that outlines costs and benefits for CBIP. Moved: Jack Mains Seconded: Bryn George	
9	Approval report – presented by Grant Russell 71 new Certifications 155 Examinations held 266 candidates sat exams 195 candidates passed exams Moved: Grant Russell Seconded: Ahmed Aklil	

10	WorkSafe New Zealand Update No update	
#	General Business	
11	Constitution <p>The Chair introduced the proposed new Constitution, which had been circulated to members in advance of the meeting.</p> <p>Motion: <i>That the proposed Constitution be adopted as the Constitution of the Certification Board for Inspection Personnel New Zealand (Incorporated) effective immediately.</i></p> <p>Moved by: Bryn George Seconded by: Emiel Verveer Outcome: The motion was put to a vote and carried unanimously.</p>	
12	Member Feedback and Industry Challenges <ul style="list-style-type: none"> • There was a suggestion to improve communication and feedback mechanisms to ensure members feel more involved in decision-making processes. • Revised standards will be shared with selected industry members for their input before finalisation. • Discussion around the need for CBIP to adapt certification processes to reflect changing industry standards and recruitment practices. 	
	Meeting Closed: 11:35	

Signed :



Date : 16 July 2025