

**DRAFT - Minutes of the Water New Zealand Backflow SIG Annual General Meeting
held at the Rutherford Hotel, Nelson on Saturday 4 June 2011 at 4:30pm**

Present

Kevin Healy	Reliance Worldwide Ltd
Murray Cockburn	Cockburn Plumbing
Diana Staveley	Whangarei District Council
George Botica	George Botica & Co Ltd
Nick Fleckney	Manukau District Council
John Saxton	Kapiti District Council
Jim Robinson	New Plymouth District Council
Wayne Hodgetts	F.B Hall & Co Ltd
Kevin Griffiths	Griffiths Water & Air Services Ltd
Tom Montague	Davis & Montague Limited
Henry Claasen	New Plymouth District Council
Ray Galt	Master Plumbers, Gasfitters & Drainlayers NZ
George Little	Auckland City Council
Jonathan Lewis	Backflow Prevention Ltd
Barry Beaurain	Watercare Services
Arch Murray	Deeco Services Ltd
Wayne Shields	Hydroflow Distributors Ltd
Roger Bell	Mechanical Maintenance Services
Hugh Chapman	H J Chapman Plumbing Ltd
Chandra Koswatte	F.B Hall & Co Ltd
Logan MacDonald	MacDonald Industries
David Speedy	Nelson Marlborough District Health Board
Howard White	L.B.White Ltd

In Attendance

Amy Aldrich, SIG Co-Ordinator, Water New Zealand (Minutes)
Hannah Smith, Manager Operations, Water New Zealand

Apologies

Paul Rhodes, Opus International
Judy Williamson, Community and Public Health
Bruce Franks, Datacol
Richard Aitken, All About Plumbing
Stuart Weddell, S G Weddell Partnership
Hugh Roscoe, Auckland Council
Steven Grace, Watercare
Even McKenzie

IT WAS RESOLVED

"That the apologies read be accepted".

Chapman/Coburn
CARRIED

1. Welcome

Graeme Mills declared the meeting open at 4:38pm and welcomed everyone to the meeting.

2. Confirmation of Minutes of the AGM held 23 September 2010

The minutes of the AGM held on 23 September 2010 were confirmed.

IT WAS RESOLVED

"That the minutes of the previous Annual General Meeting held on 23 September 2010 be approved and adopted as a true and correct record".

Healy/Staveley
CARRIED

3. Matters Arising from the Minutes

Nil.

Richard Aitken and Arch Murray's work with ECAN did not happen due to the earthquake. The finance's for the Backflow SIG were questioned and it was confirmed Water New Zealand hold the bank account. Refer item 5.

4. Chairman's Report

Graeme circulated the chairman's report which was written by Richard Aitken prior to his resignation as Chairman.

IT WAS RESOLVED

"That the Chairman's Report be received and accepted".

Little/Griffiths
CARRIED

5. Financial Report

The Financial Report to 31 May 2011 was circulated. It was noted that there were only minor changes to the balance. Murray Cockburn asked why no interest had been added and there was a discussion about the account being a Water New Zealand account.

Graeme Mills will seek further advice from Water New Zealand as to why there is no interest coming in and holding the account in an interest bearing account.

Action 1: *GM to ask Water New Zealand about funds being held in an interest bearing account.*

IT WAS RESOLVED

"That the accounts for the financial year ending 31 May 2011 be received".

Chapman/Murray
CARRIED

6. Election of Management Committee

There were five registrations of interest for the committee prior to the AGM.

Nominations:

Kevin Healy
Logan MacDonald
Richard Aitken
Wayne Shields
Nick Fleckney
Graeme Mills

Graeme Mills called for more nominations. Interest was received from:
Diana Staveley, can only attend meetings in Auckland.
George Little, can only attend meetings in Tauranga/Auckland and
Murray Cockburn

IT WAS RESOLVED

"That the nominations for the management committee as read be accepted".

Chapman/Bell
CARRIED

7. Future Activities

- Interaction and involvement with the Irrigation industry.
- Finalising with Building and Housing the Industry Standard
- Backflow IQP registration
- Update to the Code of Practice
- More interaction with other interest groups such as WIOG and Trade Waste

A concern was raised about people in the industry not knowing who to contact. It was agreed that those people should be directed to the territorial authorities.

8. General Business

The previous committee format was commented on, noting people didn't feel included with the smaller committee size. It was suggested the committee have as many members as possible on board. It was suggested the committee approach Stewart Weddell to be part of the committee.

Action 2: *GM to approach Stewart Weddell to be part of the committee.*

Diana Staveley suggested the Backflow Group include a standard invitation to Master Plumbers, this will be worked through at the first committee meeting.

Action 3: *GM to add Master Plumbers invitation to the agenda for the first committee meeting.*

Thanks was given to those who the put the conference together and made it a success.

9. Date for the Next Annual General Meeting

The next AGM will be held at the 2012 Water New Zealand Annual Conference. Date and location to be advised.

The committee will decide next year weather they run their own stream at this conference.

10. Closing

The committee from last year was thanked for all their hard work and Graeme Mills was thanked for stepping in as chairman.

Graeme Mills thanked all for their attendance and input in the Conference.

The meeting closed at 4:57pm.

Item	Who	Action	Comment	Status
1	GM	<i>to ask Water New Zealand about funds being held in an interest bearing account.</i>		√
2	GM	<i>to approach Stewart Weddell to be part of the committee.</i>		√
3	GM	<i>to add Master Plumbers invitation to the agenda for the first committee meeting.</i>		√