



## Minutes

Meeting of :

**Backflow Group : Annual General Meeting**

Date and Time:

Friday 6 August 2021, 2.20 pm

Venue:

Lower Hutt Events Centre, Lower Hutt

1.

Present:

Committee: Jim McGibbon (Chair)

Paul Vandenburg (Deputy Chair)

Kevin Healy

Noel Roberts

Katrina Guy

Stephen Campbell

Brian Brown

Richard Aitken

Phil Hodgson

Jon Lewis

Glen Burr

Rob Hill

Wayne Shields.

Non- Committee: Renee Butler

Erica Hobbs

David Potts

Deborah Rei

Graeme Mills

Howard White

Iain Fullarton

Michael Reed

Paris Elwood

Phil Sharrow

Ramesh Sharma

Ross Wakefield

Stuart Weddell.

Wojtek Dziubek

Philip Kelsen

Kerry McLaughlan

Leila Dadian

Paula Brown

Howard Barrett

Hamish Alexander

2.	<p><b>Apologies:</b> Steve Harwood</p>
3.	<p><b>Previous AGM Minutes and Matters Arising (9 August 2019)</b> The minutes of the previous AGM were accepted as a true and correct record. <i>(Wayne Shields/Jim McGibbon)</i></p>
4.	<p><b>Chair's Report</b> The Chair extended his gratitude to Jon Lewis and Richard Aitken for their work on the joint standards of WS014 and WS023. This complex undertaking was hampered by Covid and both Richard and Jon had to participate via Zoom sessions which was not overly conducive to a review environment.</p> <p>One of the highlights of the past year was greater co-operation with our colleagues at the BPAA. The new reciprocity agreement will enable us to learn from each other and be stronger going forward.</p> <p>The Chair wished to thank Ross Wakefield for being a great advocate at MBIE. Having his insights have been invaluable and we look forward to working with him further on the changes to G12.</p> <p>The Group has had tremendous support from Gillian Blythe. Gillian has recognised the passion in the Group and pushed hard for backflow prevention to be taken seriously as a “must have” aspect of water quality. The Group very much looks forward to working with Gillian and her training team in developing the Survey Training.</p> <p>In stepping down, the Chair wished the incoming Chair well and laid out that in stepping down, he would move into a Comms role to revitalise Flowback and keep members up to date with changes to the industry.</p>
5.	<p><b>Financial Report</b> The financial report was not yet available due to an ongoing audit at Water New Zealand. This report will be sent to members as a follow up by Katrina.</p>
6.	<p><b>Backflow Group Committee : Chair and Members</b> <b>Jim McGibbon</b> stood down as Chair at the end of his two-year tenure. The past deputy-Chair was confirmed as the new Chair, <b>Paul Vandenburg</b> of Western Bay of Plenty District Council and a previous motion was put that <b>Phil Hodgson</b> of Custom Controls be appointed Deputy Chair. This was unanimously endorsed by the Group.</p> <p>The new Chair called for nominations from the floor for new committee members, and invited nominations be sent to Water New Zealand for consideration.</p> <p>Hugh Chapman was nominated as a Committee member. This was proposed by Wayne Shields and seconded by Jon Lewis. The Committee agreed unanimously.</p>

7.	<p><b>Backflow Group Workplan 2021/2022</b></p> <p>Several projects were ongoing for the 2021/2022 Workplan:</p> <ul style="list-style-type: none"><li>a) Full development of the proposed Surveying unit standard and course content</li><li>b) AS/NZ standard working group for WS-023</li><li>c) AS/NZ standard working group for WS-014</li><li>d) Review of G12</li><li>e) Review the Backflow Code of Practice</li></ul>
8.	<p><b>General Business</b></p> <p>Graeme Mills advised that communication from the Backflow Group has been very poor and was happy to see that Jim would be taking on this Comms role to relaunch Flowback and keep members in the loop.</p> <p>The new Chair acknowledged this feedback and pledged that we would do better.</p>