



**GCCRS Engineering Advisory Group**  
**An independent committee convened by**  
**Engineering New Zealand to support the GCCRS**

<b>SUBJECT</b>	<b>Meeting Minutes – 10am 28 August 2019</b>
<b>PRESENT</b>	Tania Williams (Co-Chair ENZ), Helen Davidson (Co-Chair ENZ), David Whittaker (NZSEE), Barry Brown (SESOC), Tony Fairclough (NZGS)
<b>IN ATTENDANCE</b>	Dave Brunson (Consultant ENZ), Stacey Campbell (Legal Manager), Gemma Natoli (Panel Coordinator), Kirsty Hamilton (GCCRS)
<b>APOLOGIES</b>	Darren Wright (Director GCCRS)

**1. Welcome**

**1.1 Conflicts of Interest**

There were no conflicts of interest noted.

**1.2 Minutes and Actions**

The previous minutes of the Engineering Advisory Group of 27 May 2019 were confirmed.

Key points from the previous meeting actions were reviewed and progress noted.

**2. Update of Panel Services**

**Actions and upcoming measures**

The Engineering Advisory Group *Update on Activities* report was reviewed including mention of the following items:

- 2.1** Engineering New Zealand (ENZ) and the GCCRS Homeowners Advisory Group (HOAG) held two joint meetings in June and July 2019. Conversations were held to enhance each group's understanding and position in relation to the service and opportunities to make the ENZ Letter of Engagement more visible were discussed. This included a recent joint media release with the HOAG to promote use of the Letter of Engagement.
- 2.3** Members noted their appreciation of the opportunity to meet with the GCCRS Legal Advisory Group (LAG) chair at a previous meeting, and suggested the LAG might consider a joint meeting with the HOAG to maintain conversations across all of GCCRS Advisory Groups.

- 2.4** Eight new Panel members have been recruited to respond to the growing demand on the service. Engineering New Zealand is actively working with the GCCRS to address the backlog of referrals and identify opportunities to: better triage GCCRS engineering requests before a referral is made; and structured management of cases where facilitation does not result in a full agreement.

### **3. GCCRS update**

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- 3.1** Out of a total number of 140 GCCRS submitted referrals to engineers, 82 are completed and 12 are settled and closed. There has been improvement in the detail in peer reviews.
- 3.2** GCCRS has received a number of positive comments from homeowners regarding the empathetic service being provided by ENZ engineers. The feedback from the GCCRS case managers is that the service is working, but there is still a backlog of about 25 cases waiting to be assigned.
- 3.3** The GCCRS has offered local lawyers the opportunity to access the engineering service without their clients signing up with the GCCRS.
- 3.5** The option of moderation across engineering reports is being considered.

### **4. Trends in Peer Review Claims**

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- 4.1** A discussion was held around themes arising from panel reports. EAG members had a number of recommendations for improving the quality and readability of panel reports, including scene-setting, benchmarking, consistent use of terminology, incorporating both geotechnical and structural input as required, and clear recommendations and guidance for next steps.
- 4.2** It was recommended that a checklist be developed to assist with the Engineering NZ quality assurance review of panel reports.
- 4.4** The EAG members agreed to share their feedback at the Panel meeting on 28 August 2019.

**The meeting ended at 12.40pm**