



GCCRS Engineering Advisory Group

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

SUBJECT	Meeting Minutes – 15 May 2020
PRESENT	Tania Williams (Co-Chair ENZ), Helen Davidson (Co-Chair ENZ), David Whittaker (NZSEE), Tony Fairclough (NZGS)
IN ATTENDANCE	Dave Brunson (Consultant ENZ), Stacey Campbell (Legal Manager), Gemma Natoli (Panel Advisor), Kirsty Hamilton (GCCRS), Darren Wright (Director GCCRS), Elsa Marshall (GCCRS administration)
APOLOGIES	Barry Brown (SESOC)

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 from 10 February 2020 were confirmed.

2. GCCRS Update

- 2.1 The case update was that there are 896 total open cases, and 1124 have been closed to date. Covid-19 has had a significant impact on new cases into the service with 27 new cases opened in April and 55 closed. The forecasted new cases for April was 82.
- 2.2 Demand for the service decreased during Level 4. The demand increased during Level 3 and is expected to continue to increase during Level 2.
- 2.3 There was 11 new referrals per month to engineering services during March and April which was consistent with averages for previous months.
- 2.4 The Public Enquiry into the Earthquake Commission was released on 9 April 2020. It was noted a key point for Engineering New Zealand (ENZ) will be the recommendation to create an ongoing GCCRS type service in New Zealand for future natural disasters.

3. Update of Panel Services

- 3.1 Referrals remained consistent during the lockdown period. There has been 181 completed cases, with 20 cases in progress, 4 on hold, and 6 cases to be assigned. In addition there have been 5 completed cases in Canterbury Earthquake Insurance Tribunal (CEIT) and there are 13 cases in progress.
- 3.2 There was a discussion about invoice processing and the need for consistency across all firms providing panel services. It was agreed that expectations for invoicing could be incorporated into the letters of engagement for panel members.

4. Response to Covid-19

- 4.1 The impacts of Covid-19 were discussed with a focus on the response to the alert levels and procedures to ensure the safety of all staff and customers, consistent with Ministry of Health guidance.
- 4.2 It was agreed that GCCRS will take the lead on site visits that they are in attendance and will take responsibility for all persons on site following the protocols in place when there is a representative from the GCCRS present on site. When a GCCRS representative is not present on site, the panel engineer will take the lead.

5. New Service Pilot

- 5.1 A new service is being piloted for cases where an engineering facilitation meeting or peer review has not resulted in an agreement between engineers or a way forward.
- 5.2 The engagement for this service is based on the Engineering New Zealand joint instruction letter. It is anticipated that demand for the service will be low.

6. Exemplar Reports

- 6.1 An update was provided on the progress of the exemplar reports and a plan was agreed for the progression of this work.

7. Next Meeting

- 7.1 The next EAG meeting date of 14 August was discussed and confirmed.

The meeting ended at 11.30am