



**Board Meeting  
Outcomes**

**9.00am AEDT, 25 May 2009**

**Plumbing Industry Climate Action Centre  
302 Albert Street  
Brunswick, Victoria**

**AGENDA ITEM 1 - WELCOME**

- Mrs Ballard opened the formal meeting at 9.25am, welcomed attendees and advised of apologies. Mrs Ballard especially welcomed Mr Leo Ziade as Mr Paul Howlett's replacement for future Board Meetings.

**AGENDA ITEM 2 - MINUTES OF PREVIOUS MEETING**

- The Minutes from the previous Board Meeting of 23 March 2009 were accepted as a true and accurate record of events.

**AGENDA ITEM 3 - CEOs REPORT INCLUDING STAFF REPORT AND SALARIES**

- Staff left the meeting for this Agenda Item.

**AGENDA ITEM 4 - BOARD MEMBER PRESENTATION**

- Mr Lachlan Baird reported to the Board about his work and interests.
- Mr Doug McClusky facilitated a tour of the premises after the meeting.

**AGENDA ITEM 5 - RULES REVIEW**

- Three tenders had been received back to CPSISC from legal organisations to undertake the work.
- It was resolved that the tender received from Board Matters be accepted and they be contracted to undertake the work.

**AGENDA ITEM 6 - FINANCES**

- A Finance Committee meeting had been held on 4 May 2009.
- The Board accepted that the Financial Reports as at 31 March 2009 are a true and accurate record as presented, and that CPSISC can pay debts when and as they fall due.

**AGENDA ITEM 7 - BOARD EVALUATION WORKSHOP REPORT**

- The Board Members went through the Summary of Recommendations and KPI's detailed in the attachment to the Board Papers.

**AGENDA ITEM 8 - SKILLING AUSTRALIA**

- The Commonwealth had made suggestions at the meeting regarding training in the future which were declined by the States and Territories.

**AGENDA ITEM 9 - PROJECT REPORT**

- CPSISC has been contracted to undertake two new projects by DEWHA regarding home sustainability assessors and training materials for insulation units.
- The Fire Systems Design report is to be endorsed by the NOC on 26 May 2009 and then will go to the Ministers to be signed off.
- The CPC08 licensing alignment project Case for Endorsement was rejected by the STAs. Mr Magee has met with the regulators and has requested written consensus before any further action is taken.
- The first round of draft Asset Maintenance units are on the CPSISC website and we are starting to get feedback. End dates for consultation for this Review are different for each sector. Further information is on the website.
- The RTO Networks Spatial project was modelled on another project (NPSTAG) and it is anticipated that it can be used for other sectors. This model will be considered for the Asset Maintenance sectors after they are redeveloped and would depend on the willingness of RTOs to work together.

**AGENDA ITEM 10 - UPDATED BUSINESS PLAN**

- The Business Plan is to be lodged into DEEWR by 31 May 2009.
- The attached Plan reflects all comments received from planning meetings and a final draft Plan was tabled at the meeting.

**AGENDA ITEM 11 - OVERSEAS DELEGATION 2009**

- The delegation had met with 14 different organisations.
- Mr George Chin will complete a report.
- Visits to the House of Lords and the security training centre in India, especially the passing out parade, were highlights.
- Excellent data and information was gained from the spatial meetings.
- Lord Young was very interested in our apprenticeships and what training Australia did for the 2000 Olympics.
- The Indian SIS were very well organised and had a video on every unit they teach.
- It was observed that every country had the same problems Australia has, e.g. apprenticeship and traineeship completions.

**AGENDA ITEM 10 - FEEDBACK RECEIVED BY CHAIR**

- Mrs Ballard reminded Board Members to complete and submit the form.

**AGENDA ITEM 11 - OTHER BUSINESS**

- Mr Howlett was invited to attend the next Board dinner in Sydney in July.
- Mr Magee raised that a New Zealand delegation had met with CPSISC recently and a possible MOU for New Zealand to adopt Australian standards had been drafted.
- CPSISC had also received a request from South Africa for assistance and guidelines on creating new relations for property management.