

**Before the Building Practitioners Board**

Appeal No. 1441

Between: [OMITTED] (the Appellant)

And: The Registrar

In the matter of: An appeal against a decision of the Registrar of Licensed Building Practitioners to decline a Design AoP 2 Licence.

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**Decision of the Board under section 330(1)(a) of the Building Act 2004**

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Hearing Type: On the papers

Hearing and Decision Date: 30 July 2025

Board Members:

Mrs F Pearson-Green, LBP, Design AoP 2, Deputy Chair (Presiding)  
Mr G Anderson, LBP, Carpentry and Site AoP 2  
Ms E Harvey McDouall, Registered Architect

**Procedure:**

The matter was considered by the Building Practitioners Board (the Board) under the provisions of Part 4 of the Building Act 2004 (the Act), the Licensed Building Practitioners Rules 2007 (the Rules) and the Board's Procedures for the Management of Appeals (the Appeal Procedures).

**Decision:**

The Board has decided, under section 335 of the Act, to **uphold** the Registrar's decision.

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## Summary of the Board’s Appeal Decision

- [1] The Board has decided that it will confirm the decision appealed against. The Appellant **will not** be granted a Design AoP 2 Licence.

## The Board

- [2] The Board is a statutory body established under the Building Act.<sup>1</sup> Its functions include hearing appeals against certain decisions of the Registrar in accordance with subpart 2 of Part 4 of the Act.

## Procedure on Appeal

- [3] Under section 335 of the Act, an appeal proceeds by way of rehearing. On hearing an appeal, the Board may confirm, reverse, or modify the decision or action appealed against. The Board may also make any other decision or take any other action that the decision maker (the Registrar) could have made. The Board cannot review any part of a decision or action not appealed against.

## The Registrar’s Decision

- [4] To become licensed, an applicant person must satisfy the Registrar that they meet the applicable minimum standard for the class or classes of licence applied for. <sup>2</sup>The minimum standard is prescribed by rule 4 of the Rules. It states:

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<sup>1</sup> Section 341 of the Act.

<sup>2</sup> Refer rule 9(1)(a) of the Rules

**4 MINIMUM STANDARD OF COMPETENCE FOR EACH CLASS OF LICENCE**

- (1) *The minimum standard of competence for a class of licence is meeting all of the competencies set out for that class of licence in Schedule 1.*
- (2) *In determining whether a person meets a competency, regard must be had to the extent to which the person meets the performance indicators set out for that competency in Schedule 1.*

[5] Under rule 12 of the Rules, the Registrar must make a decision on the application. The Registrar's decision to grant or decline a licence must be informed by an assessor's recommendation.<sup>3</sup>

[6] On 11 April 2025, the Registrar informed the Appellant that her Design AoP 2 Licence application had been declined. The Appellant was informed of her right to appeal the decision.

**The Appeal**

[7] On 9 May 2025, the Appellant filed an appeal with the Board against the Registrar's decision.

[8] The Board was provided with the original licensing application, audio recording and transcript of the assessment interview and the assessor's report and recommendation, which noted the Appellant had failed to demonstrate competency 5, for a Design AoP 2 Licence.

- a. Competency 1: Comprehend and apply knowledge of the regulatory environment of the building construction industry*
- b. Competency 4: Develop design and produce construction drawings and documentation*
- c. Competency 5: Manage construction phase design*

[9] Under section 335(4) of the Act, the Board must not review any part of a decision or action not appealed against. On that basis, and on the basis of the Report, the matters under appeal were those noted above.

[10] The burden of proof lies with the Appellant. The Appellant must provide sufficient evidence to establish that, on the balance of probabilities, the Registrar's decision was wrong or that a different decision should have been made. If the Registrar appears at an appeal hearing,<sup>4</sup> the matter proceeds using an adversarial process.

[11] The Registrar did not seek leave to appear.

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<sup>3</sup> Rules 10 and 11 of the Rules

<sup>4</sup> The Registrar may seek leave to appear and be heard under clause 2.9.16(a) of the appeal procedures either in person or by legal counsel.

### **The Hearing**

- [12] The Appellant submitted a letter with her appeal application, outlining how she believed she met the competencies required to be granted a Design AoP 2 licence and the reasons why she requested that her application be reconsidered.
- [13] The Appellant outlined her experience both in [OMITTED] as a Registered Architect and her 3.5-year career in architecture since arriving in New Zealand.
- [14] The Appellants' appeal application was supported by a reference from her employer, who had not been contacted by the assessor as part of her licence application.
- [15] The Appellant was offered the opportunity to make an application to the Board to submit fresh evidence. Fresh evidence is evidence that could not, without reasonable diligence, have been produced when the licensing application was originally made, is credible and cogent, and there are exceptional or compelling reasons why the board should admit evidence.
- [16] The Appellant, on 25 June 2025, made an application to submit fresh evidence, which included a supporting evidence summary, her updated CV, three sets of architectural documentation, two of which have formed the basis of her application assessment.
- [17] The Board, after consideration of the submission, decided that the evidence submitted by the Appellant will not be considered as part of the Appeal application. The evidence, including references, submitted by the Appellant could have been provided in support of her original licence application.
- [18] On 22 May 2025, the Appellant's now ex-employer contacted the Board, withdrawing their letter of support for the Appellants' appeal application.
- [19] The Board decided the Appeal on the papers.

### **The Purposes of the Licensing Regime**

- [20] The Building (Definition of Restricted Building Work) Order 2011 (New Zealand) stipulates that design work and building work on the primary structure and external moisture-management system of a house or a small-to-medium apartment building is restricted building work. Restricted building work applies to work that is carried out or supervised under a building consent<sup>5</sup>.
- [21] Under section 84 of the Act:

*All restricted building work must be carried out or supervised by a licensed building practitioner [who is licensed] to carry out or supervise the work.*
- [22] Given the above provisions, a person who wishes to carry out or supervise restricted building work, other than as an owner builder, must be licensed.

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<sup>5</sup> Refer section 401B of the Act.

- [23] The introduction of the licensed building practitioner regime was aimed at improving the skills and knowledge of those involved in residential construction. The following was stated as the intention to the enabling legislation<sup>6</sup>:

*The Government's goal is a more efficient and productive sector that stands behind the quality of its work; a sector with the necessary skills and capability to build it right first time and that takes prides in its work; a sector that delivers good-quality, affordable homes and buildings and contributes to a prosperous economy; a well-informed sector that shares information and quickly identifies and corrects problems; and a sector where everyone involved in building work knows what they are accountable for and what they rely on others for.*

- [24] And, as was noted by the responsible Minister during the first reading of the legislative provisions that established it:<sup>7</sup>

*A robust licensing scheme with a critical mass of licensed builders means consumers can have confidence that their homes will be built right first time.*

- [25] Within that context, it is important that the competence of those who seek to be licensed is thoroughly assessed so as to ensure that the legislative purposes of licensing are advanced, consumers are protected, and buildings are designed and constructed in a manner that makes them safe and healthy.

### **Board's Conclusion and Reasoning**

- [26] On the basis of the evidence received and having taken into consideration the purposes of the licensing regime, the Board has decided that it will confirm the decision or action appealed against. The Appellant **will not** be granted a Design AoP 2 Licence.
- [27] The Board made its decision on the basis of the evidence that was before the Registrar when he made his decision, having taken into consideration the submissions filed by the Appellant.
- [28] The Appellant submitted two projects as examples of her design work; one was a development of four standalone townhouses, and the other was a mixed development comprising a duplex and two standalone units, both Category 2 projects.
- [29] The assessor reviewing the documentation provided in support of the Appellant's licence application noted that the architectural detailing was relatively basic in content and insufficient in some areas; the specification was generic and not project-specific.

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<sup>6</sup> Hansard volume 669: Page 16053

<sup>7</sup> Hansard volume 669: Page 16053

- [30] The Board also noted that the Appellant, when questioned by the Assessor, had a limited understanding of the regulatory environment. The Assessor stated that the Appellant's knowledge level was scant when further questioned on managing the construction phase, types of contracts, contract administration, procurement, and construction observation.
- [31] The Appellant's experience and understanding were limited; on that basis, the Board formed the view that she did not meet sufficient of the performance indicators to be granted a Design AoP 2 licence and that the Registrar's decision should be affirmed.
- [32] The Appellant is encouraged to gain further industry experience on Category 2 projects, including managing the construction phase and apply again in the future.

### **Board's Decision**

- [33] The Appeal is dismissed and pursuant to s 335(3) (a) of the Act, the Board confirms the Registrar's decision.

### **Costs and Publication**

#### Costs

- [34] Under section 338(4) of the Act the Board may order any party to the appeal to pay to any other party to the appeal any or all of the costs incurred by the other party in respect of the appeal.
- [35] The Board has adopted the approach taken by the District Court to costs on appeal.
- [36] The Registrar did not seek leave to appear or take any steps in the appeal. As such, no costs order will be made.

#### Publication

- [37] Section 339 of the Act provides:

#### **339 Orders as to publication of names**

- (1) *On an appeal under this subpart, the appeal authority may, if in its opinion it is proper to do so, prohibit the publication of the name or particulars of the affairs of a licensed building practitioner or any other person.*
- (2) *In deciding whether to make an order under subsection (1), the appeal authority must have regard to—*
- (a) *the interests of any person (including, without limitation, the privacy of any complainant); and*
- (b) *the public interest.*
- (3) *If the appeal authority prohibits the publication of the name or particulars of the affairs of a licensed building practitioner, the Registrar must remove the name or particulars of the affairs of that licensed building practitioner from the register in relation to the*

*matter under appeal to the extent necessary to reflect the appeal authority's prohibition on publication.*

[38] Based on the above, the Board will not prohibit publication.

### **Right of Appeal**

[39] The right to appeal a Board decision of this type is provided for in section 330(2) of the Act<sup>i</sup>.

Signed and dated this 29<sup>th</sup> day of September 2025.



**Mrs F Pearson-Green**  
Presiding Member

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<sup>i</sup> **Section 330 Right of appeal**

- (2) A person may appeal to a District Court against any decision of the Board—  
(a) made by it on an appeal brought under subsection (1)

**Section 331 Time in which appeal must be brought**

An appeal must be lodged—

- (a) within 20 working days after notice of the decision or action is communicated to the appellant; or  
(b) within any further time that the appeal authority allows on application made before or after the period expires.