

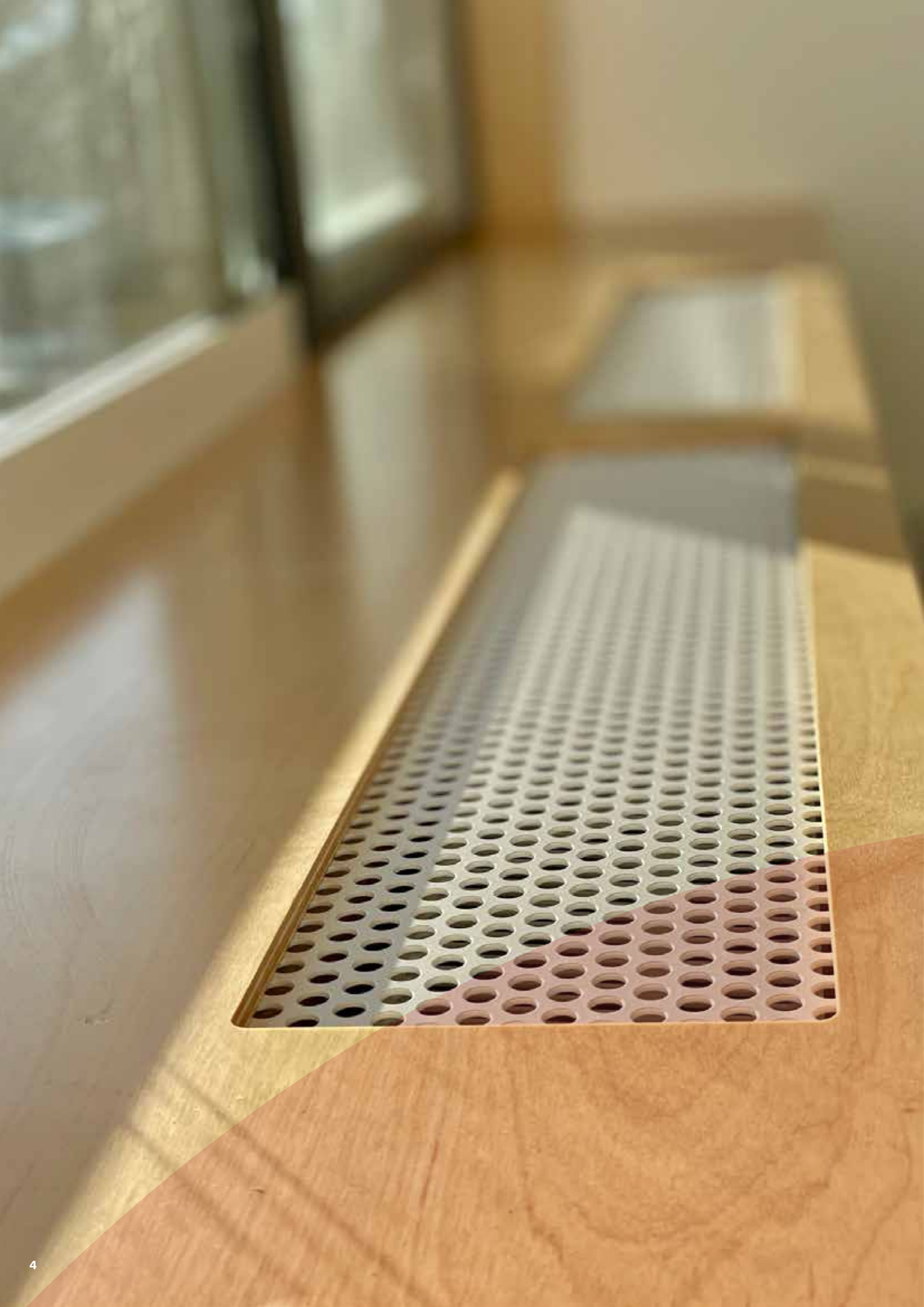
# ANNUAL REPORT 2024



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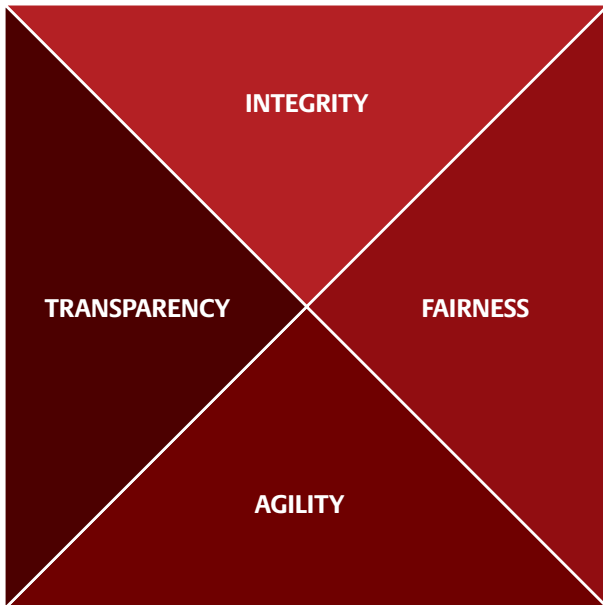
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# AT A GLANCE

## Our values



## Our vision

New Zealand architects equipped to make the best possible contribution to the built environment.

## Our role

The New Zealand Registered Architects Board registers, reviews and holds architects to account to protect the public.

## Key statistics

For the year ended 30 June 2024, we report the following key statistics:<sup>1</sup>

- 2,328 registered architects
- 178 people granted Initial Registration
- 47 people declined Initial Registration
- 31 people registered via International Mutual Recognition Agreements
- 404 architects granted 5-year continuing registration
- 5 Architectural Service Concerns received
- 5 Complaints received
- 25 Misuse of Title inquiries.

1. The number of architects on the Register is as of 30 June. The other key statistics are the numbers that occurred during the 12 months from 1 July 2023 to 30 June 2024.





# STRATEGIC PLAN 2022-2025

GOAL	SUCCESS MEASURE	RESULT
Effective continuing registration	Only architects who meet the minimum standard gain continuing registration.	<p>We continued to manage the Continuing Professional Development (CPD) website and CPD Framework. There was ongoing engagement with the Te Kāhui Whaihanga New Zealand Institute of Architects (NZIA) and other CPD providers throughout the year. We are establishing a Core CPD Advisory Panel to provide guidance to architects and providers on Core CPD.</p> <p>Continuing registration processes were further refined.</p>
Agile Initial Registration for current practice and future generations	<p>Applicants apply for initial registration as soon as is appropriate.</p> <p>Procedures are agile and aligned to the current practice of architecture.</p>	<p>The Board continues to offer the option of conducting Initial Registration professional conversations in-person or virtually by Zoom.</p> <p>To accommodate applicants from differing backgrounds NZRAB has eight different pathways to registration.</p> <p>To cope with the workload the number of Registration Convenors has been doubled to six.</p> <p>The Board continue to participate in the NZIA graduate development days.</p> <p>The National Standard of Competency for Architects (NSCA) 2021 New Zealand Addendum project is underway, in time for the next university accreditation reviews in 2025. The 2021 Addendum places greater emphasis on Te Ao Māori and Sustainability.</p> <p>Initial Registration processes will then be aligned with the NSCA competencies, while implementing and resourcing technology improvements to our processes.</p>
Effective and efficient Complaints procedure	<p>A trusted and respected regulatory body.</p> <p>Stakeholders well informed.</p>	<p>Complaints are resolved within established timeframes, subject to variations due to complexity and other matters, with clear communication of progress to all parties involved.</p> <p>Since the introduction of the Architectural Service Concern process in 2020, we have efficiently managed concerns and facilitated effective communication between the involved parties, with only 16% of concerns escalating to formal complaints.</p>

GOAL <span>▼</span>	SUCCESS MEASURE <span>▼</span>	RESULT <span>▼</span>
<p>Strong relationships with key stakeholders</p>	<p>A trusted and respected regulatory body.</p> <p>Stakeholders well informed.</p>	<p>In conjunction with the Architects Accreditation Council of Australia (ACA), we renewed our tripartite Mutual Recognition Agreement (MRA) with Singapore in November 2023.</p> <p>We introduced Pathway 8 for United Kingdom Architects who are currently registered in the United Kingdom and party to the MRA between New Zealand, Australia and the United Kingdom. This has been subsequently updated to remove the citizenship eligibility requirement from the terms of the initial 2023 Agreement.</p> <p>In conjunction with the ACA and the National Council of Architectural Registration Boards (NCARB) who represent the architectural licensing boards of the United States, the District of Columbia, Guam, Puerto Rico and the U.S. Virgin Islands, we are working to renew and extend our existing tripartite MRA. This is due to be signed in Wellington in August 2024.</p> <p>We meet regularly with our colleagues at ACA, NCARB and the United Kingdom Architects Registration Board (UK ARB). We participate regularly in the Asia Pacific Economic Cooperation (APEC) Forum Architect Project.</p> <p>We have engaged with Ministry of Business Innovation and Employment (MBIE) on a range of issues, including Board appointments, the review of occupational regulation in the building and construction industry (including the review of the Registered Architects Act 2005) and the building consent system review.</p> <p>We meet periodically with Architectural Designers New Zealand (ADNZ) and continued regular 6-weekly meetings with the NZIA in addition to ad hoc engagement as issues arise.</p>
<p>Architects of the future</p>	<p>Protection of the environment for future generations.</p>	<p>This is an important aspect of the 2021 NSCA New Zealand Addendum and Registration improvement work currently underway.</p> <p>This has been a recurring theme in our discussions with our international counterparts, particularly in Australia, the United Kingdom, Canada, the United States and the APEC economies.</p>
<p>Greater understanding of the term registered architect</p>	<p>The public understands the difference and value between registered architects, architectural designers and Licensed Building Practitioners (LBPs).</p>	<p>Work is underway to update our website and improve content to educate the public. The visual refresh will be completed in 2025.</p> <p>The Board continues to advocate for a single and tiered registration system covering all professionals involved in building design to provide greater public protection and to lift public understanding.</p>





## FOCUS AREAS FOR **2023 – 2025**

- **Protection of Title** – ensuring only those who are entitled to do so use the title “architect” or “registered architect” or represent themselves as architects in the context of offering or providing building design services.
- **Registration** (Initial and Continuing) – maintaining robust standards, policies and procedures to initially register architects and for architects to maintain their registration.
- **Complaints and Disciplinary** – ensuring the integrity and standing of the profession through robust and fair complaints and disciplinary procedures.
- **Stakeholder Relationships** – building and preserving strong relationships with our diverse stakeholders with integrity and transparency.
- **Governance and Management** – our systems, processes and communications are of a high quality, and we operate in an appropriate, adaptive and responsive manner.



# FROM THE BOARD

## He mihi from the Board

The Board acknowledges the many architects who had another challenging year as they continued to contribute their professional skills in a difficult economic environment. The review period, 1 July 2023 to 30 June 2024, continued as it had the previous year with several changes for the Board, both in personnel and processes.

## Building and construction sector regulatory reform

MBIE advised that a periodic review of our Registered Architects Act 2005 was on the work programme 2023, as part of a broader programme of work on regulatory reform of the building and construction sector. The Board considers this work to be of the utmost importance and has actively engaged with MBIE post the initial public consultation in April 2023, and then with subsequent meetings with MBIE and the profession.

### The Board has continued to advocate for:

1. A single and tiered independent registration entity for architects, Licensed Building Practitioners (LBPs) (Design), architectural designers and architectural technicians that protects titles at each tier and sets professional standards, makes registration assessments and decisions, administers public registers and investigates Complaints.
2. A single building sector disciplinary tribunal to conduct hearings into serious complaints.
3. Restricted Building Work (RBW) being extended to cover all buildings, with this being delineated into permissible levels based on complexity, difficulty and risk.

These changes would bring consistency across all types of building construction (not just residential), consistency in disciplinary matters (particularly when there is more than one player in the Complaint, which is typical), and (importantly) transparency in public understanding about who the players are and what they can do.

An extension of RBW to cover all buildings (other than the ancillary buildings not for human habitation and minor storage facilities contained within Importance Level 1), regardless of their size or complexity, would ensure that they should all be built to a high standard to ensure they are safe and durable. It would ensure that all building work is designed by 'registered' professionals and carried out or supervised by qualified LBPs who have the necessary skills and knowledge appropriate to the project to complete the work to a high standard. It would also help to improve the quality of all building work – both to new and existing buildings – and reduce the risk of defects and failures.



## International

The tripartite Mutual Recognition Agreement (MRA) between ourselves, the United Kingdom Architects Registration Board (UKARB) and the Architects Accreditation Council of Australia (AACA) was implemented in May 2023, with implementation from July 2023. To date there is good use of this Agreement:

UK MRA	UKARB to NZRAB Architects	NZRAB to UKARB Graduate Certificates	NZRAB to UKARB Registration Certificates
1 July 2023 – 30 June 2024	26	57	5

This MRA has recently been updated to remove the citizenship eligibility requirement from the terms of the initial 2023 Agreement.

An updated tripartite MRA between the USA National Council of Architect Registration Boards (NCARB), the Architects Accreditation Council of Australia (AACA) and ourselves is due to be signed in August 2024. The current requirement to work 6,000 hours following Initial Registration as an architect will be removed, allowing a newly registered architect in either country to apply. Changes such as the removal of a requirement to hold one of the three national passports, expanded eligibility qualifications and streamlined data laws are expected to boost the number of States of the United States that participate in this Agreement compared to the previous one.

The Board supports MRAs, as they enhance opportunities for architects and helps greater mobility and collaboration amongst architects.

Other international highlights for the year include:

- Regular meetings with AACA who we share competencies (NSCA) with.
- Continued participation in the APEC Forum Architect Project.

## Registration

With another year of record application numbers, the Board acknowledges the extra work and stresses that this had put on the Registration Assessors and the Executive Team and thanks them for their mahi. We are now looking to improve our systems and processes further via technological improvements.

The Masters of Architecture (Professional) at Victoria's Wellington School of Architecture was re-accredited for a further 5 years commencing from January 2024.

Pathway 2 remains an important pathway for architectural designers and technicians, and those who do not have a recognised tertiary qualification, but have completed the required work experience and/or supplementary education requirements determined by the Qualifications and Experience Assessment Panel (QEAP) to become an architect.

Overall, per capita we have one architect per 2,293 people, which is an improvement on the rate after our first year under the current act in 2006 when it was one architect per 2,668 people.

## Complaints and disciplinary

Since 2020, we have offered the Architectural Service Concern process to resolve disputes efficiently, helping to avoid the additional time and cost associated with formal complaints. Since its inception, of the 31 total processes completed, only 16% have escalated to formal complaints, and notably none occurred in the current year. This year, the number of formal complaints received has decreased by 55% compared to the previous year. Despite a high volume of complaints at the start of the year due to a significant increase the prior year, we successfully reduced the number of outstanding complaints to just four by year-end.

Since November 2022, we began recording more detailed information about general inquiries about architect conduct. For the past year, of the 44 inquiries received, approximately 70% were not related to architects. This highlights a significant lack of understanding regarding the roles and risks associated with the design side of the construction industry. To address this, we have proposed a single-tier independent registration entity for architects, LBPs (Design), architectural designers and architectural technicians, as well as an expansion of RBW to cover all buildings.

We have found that an educative approach to addressing misuse of the architect title typically results in positive outcomes and corrections. The one case we brought before the courts last year has been resolved, with the individual acknowledging that their conduct could be viewed as a breach of the Registered Architects Act 2005 and undertaking not to engage in similar conduct in the future.

## Executive

Our Chief Executive, Dougal McKechnie, resigned from his role effective 31 May 2024. Since August 2021, Dougal has led NZRAB through a period of significant challenges for our organisation and we thank him for his commitment and contribution. The Board moved quickly to appoint architect Judith Taylor as our Acting Chief Executive for nine months from 2 July 2024 while we recruit a permanent Chief Executive.

## Board

The Board is delighted to welcome senior architects Katherine Skipper and Bruce Curtain who commenced their appointments on 24 June 2024.

Louise Wright and Rob Hall's terms have now ended, and they stepped down from official Board duties on 23 June 2024. Louise has been a Board member for almost 10 years, and her careful guidance in the complaints and discipline area will be particularly missed. As Acting Deputy Chair, Rob Hall has provided valuable layperson balance during his tenure on the Board.

Gina Jones was reappointed as Chair from 24 June 2024, but she resigned on 29 October 2024 for health reasons. Tony Orgias was appointed as Acting Chair and Judith Thomson was appointed as Acting Deputy Chair from 11 November 2024 to 30 April 2025.

## In conclusion

The Board thanks our departing Board members, Registration Convenors and Assessors, members of the Architects Services Advisory Panel, the Accreditation Management and Standing Panels, contractors and our Executive Team for their efforts throughout another year of challenging conditions.



**Tony Orgias**

Acting Board Chair

5 December 2024



# THE BOARD

NZRAB is a statutory entity accountable to the Minister for Building and Construction (the Minister). The primary expression of that accountability is a Performance Agreement with the Minister and the NZRAB Annual Report.

The NZRAB Board can have six to eight members. Board members are appointed by the Minister for Building and Construction. Up to four Board members can be nominated to the Minister by Te Kāhui Whaihangā New Zealand Institute of Architects (NZIA).

Board members and other office holders are paid a modest honorarium, which is described in detail in NZRAB's Honoraria Policy.

At Board meetings, Board members declare any conflicts of interest about matters covered at the meeting. A register of Board members' interests is also maintained. To speed up approvals, including for minutes, we use 'Flying Minutes' which require a unanimous vote.

The Board publishes minutes of its meetings on our website — [www.nzrab.nz](http://www.nzrab.nz).

The Board currently has one vacancy.

The Registered Architects Act 2005 provides that a Board member continues in office despite the expiry of their term of appointment until they are reappointed, or their successor is appointed, or the Minister has advised that neither is to occur.

GOVERNANCE	2023/24	2022/23	2021/22	2020/21	2019/20
Board members as at 30 June	7	7	6	8	7
Board meetings	26 <sup>1</sup>	20	15	18	18

1. Counted as: 6 full, 5 interim and 1 extraordinary Board meetings, 1 Strategy Day and 13 Written Resolutions.

## Board Members



### **Gina Jones**

**Position: Resigned Chair**

**Appointed 23 January 2018**

Resigned 29 October 2024

**Te Kāhui Whaihanga  
New Zealand Institute of Architects  
(NZIA) nominated**

Gina Jones, FNZIA, FNZIOB, is a registered architect, with governance experience that is singularly construction focused. Her background includes: National President of the New Zealand Institute of Building (NZIOB), the inaugural National President of the National Association of Women in Construction (NAWIC) and Chair of the NZIOB Charitable Trust. Gina was a NZRAB/AERB assessor for over 25 years. Her industry accolades include the prestigious NZIOB Medal (2009). Gina founded Accent Architects and ran the practice for 22 years, with her earlier career spent at Ampersand Architects (Director) via TWIA Architects (Graduate/Associate). More recently, she has mainly been involved in mediation projects and remediation works. Gina has taught Professional Practice (postgraduate) at VUW's School of Architecture and has deepened her governance capability by completing several Institute of Directors (IoD) training courses.



### **Tony Orgias**

**Position: Acting Chair**

**Appointed 11 July 2022**

Term expires 10 July 2025

**Te Kāhui Whaihanga  
New Zealand Institute of  
Architects (NZIA) nominated**

Tony Orgias, FNZIA, is a registered architect and Director of Orgias Architects Ltd based in Auckland. He has extensive experience in master planning, civic, community and cultural, educational and residential projects. He has been a NZRAB Assessor and Head Convenor, as well as an expert witness. Tony has chaired the Auckland Branch of the NZIA and served on the local Branch Awards Panel. He was also past Chair of De Paul House — a social housing and family support organisation.



### **Judith Thompson**

**Position: Acting Deputy Chair**

**Appointed 1 September 2020**

Term expires 21 November 2025

Judith Thompson is an experienced director with expertise in design, innovation and organisational transformation. As former Director of Design for New Zealand Trade and Enterprise and Head of Better by Design, she has worked closely with both the business and design sectors. Judith currently works as a consultant and is a Chartered Member of the IoD.



### **David Ivory**

**Appointed 17 April 2023**

Term expires 17 April 2028

Dr David Ivory has a background in commerce/law, governance and education. He works as a Commissioner alongside the Christchurch City Council. He chairs both national and regional boards in the education sector. David is a Trustee of the Rata Foundation and Sir Winston Churchill Memorial Trust, and a director of several companies. He also undertakes work in the regulatory space, as a member of both the Medical Council of New Zealand and Te Kaunihera Manapou (Paramedic Council). David holds degrees in Law, Management, Arts and Education. He enjoys climbing, mountain biking, design and art.



### **Craig O'Connell**

**Appointed 17 April 2023**

Term expires 17 April 2028

Craig O'Connell is a lay member of the Board with an extensive business consulting and governance background. He has experience in the construction sector in both regulatory and membership organisations and has many years consulting to, setting up, managing and governing regulatory bodies. In his experience, the effectiveness of a regulatory body is dependent on taking the sector with you, along with open and regular dialogue with all stakeholders. He has completed Economics and Psychology degrees.



## New Board Members



### **Katherine Skipper**

**Appointed 24 June 2024**

Term expires 23 June 2029

Katherine Skipper, FNZIA, is Warren and Mahoney's Wellington Studio Principal, a registered architect, and member of the Institute of Directors. Her career spans the breadth of architectural practice, from small private practices to her role now as a senior leader within Warren and Mahoney. This diverse experience covers projects from residential scale through to complex civic and airport projects and, more recently, to multi-disciplinary design teams developing infrastructure masterplans for key government clients whose estates span across New Zealand.



### **Bruce Curtain**

**Appointed 24 June 2024**

Term expires 23 June 2029

Bruce Curtain, FNZIA, is a registered architect with a wide range of experience from residential alterations and new-builds through to complex buildings and infrastructure across New Zealand, the United Kingdom and Canada. A graduate of the Victoria University of Wellington School of Architecture, his early work experience was at Synaxon Architects and Architecture Workshop in New Zealand before 9 years in the United Kingdom at Foster + Partners working on commercial offices, airports and large-scale master planning. Returning to New Zealand he joined Opus Architecture, which was then acquired by WSP in 2018. As Head of Architecture for the WSP NZ

national business, Bruce has focused on business management, technical leadership and governance for projects across the education, transport, community and commercial sectors. Bruce is now the International Director – Architecture for WSP, connecting global best practice into the New Zealand context and vice versa. He has been the NZIA representative to the MBIE guidelines and Advisory Panels, and on the management committee of the New Zealand Society of Earthquake Engineers. Bruce is also a registered architect in the United Kingdom and NSW, and has been an NZRAB Registration Assessor since 2018.

## Departing Board members



### Louise Wright

**Appointed 18 December 2014**

Term completed 23 June 2024\*

**Te Kāhui Whaihanga  
New Zealand Institute of Architects  
(NZIA) nominated**

Te Arawa (Ngāti Whakaue, Ngāti Rangiwewehi), Ngāti Tūwharetoa (Rauhoto), Rongowhakaata, Te Aitanga ā Māhaki, Te Aitanga a Hauiti

Louise Wright, FNZIA, is a registered architect based in Arrowtown. Her practice, Assembly Architects Ltd, is a design-focused practice delivering mainly residential and boutique commercial projects in the Southern Lakes region. Prior to establishing Assembly with her husband Justin Wright, she was an Associate at Athfield Architects in Wellington. Louise is a member of the Jack's Point Design Review Board, is on the Arrowtown Planning Advisory Group, and on the NZIA Awards Advisory Panel. In 2017, she convened the NZIA National Awards Jury, and in 2020 was awarded the Architecture+Women Wirihana Leadership Award.



### Rob Hall

**Appointed 22 January 2019**

Term completed 23 June 2024\*

Rob Hall is a Chartered Surveyor and a Fellow of the Royal Institution of Chartered Surveyors and previously of the Chartered Institution of Water and Environmental Management. He was the Chief Executive Officer of Development Christchurch Limited during the post-Canterbury earthquake regeneration phase

in Christchurch and has extensive experience in development and programme management around the world. Rob is currently employed by Kāinga Ora, where he is proud of the opportunity to make a positive difference in Aotearoa

New Zealand. He has an interest in sustainable urban redevelopment and how modern design impacts people and enhances our communities.

\* The Registered Architects Act provides that a Board member continues in office despite the expiry of their term of office until they are reappointed, or their successor is appointed, or the Minister has advised that neither is to occur.

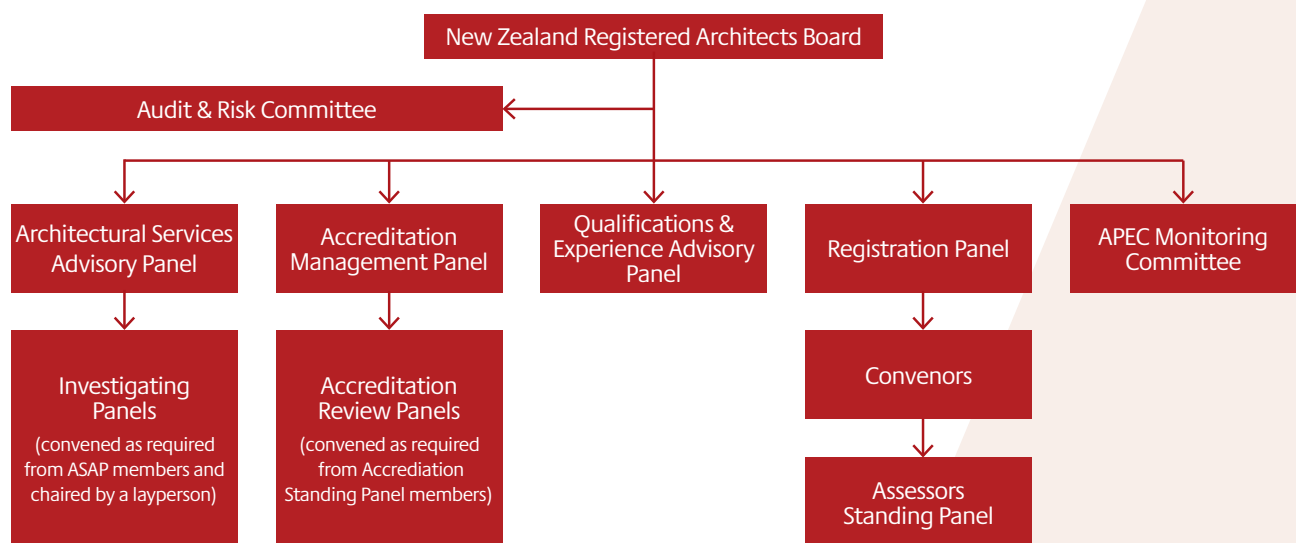




# THE EXECUTIVE

It has been a year full of activity with many achievements – as outlined throughout this report.

Aside from the Board itself, we operate several panels and groups to support our functions and enable the Board to discharge its duties effectively.



Collectively, these groups comprise around 100 senior experts, academics and architects from across the profession.

The Board and these panels and groups are supported by a small and dedicated Executive Office.

Achievement of the activity and milestones outlined in this Annual Report has required a degree of flexibility and pragmatism as we continue to adjust to the realities of the changing economy, staff turnover, and sought to continually modernise and adapt our systems and processes.

## Thanks

We acknowledge and value the important work undertaken by all individuals within the Executive and those with delegated authority. The Board extends its gratitude for your dedication and commitment to our work throughout the year.

**Tony Orgias**  
Acting Board Chair  
5 December 2024





# STATEMENT OF SERVICE PERFORMANCE 2023-2024

NZRAB's Performance Agreement with the Minister for Building and Construction includes agreed outcomes that NZRAB is required to achieve and sets out the key performance indicators for these outcomes. This represents our core operations.

The agreement was last revised in 2017.

EXPECTATIONS	MEASURE	RESULT 2022/23	RESULT 2023/24
Ensure the registration of architects is efficient and fair.	Survey of registration applicants after their applications have been completed shows 90% of respondents perceive the Board's Initial Registration procedures are efficient and fair.	<p><b>Not achieved.</b></p> <p>Survey results show 77% of applicants said Initial Registration procedures are efficient, and 77% said they are fair.</p>	<p><b>Not achieved.</b></p> <p>Surveys were not undertaken in the second half of 2023.</p> <p>Survey results for the first half of 2024 show 76% of applicants said Initial Registration procedures are efficient, and 86% said they are fair.</p> <p>Feedback received has provided valuable input for website updates.</p>
	Any reviews of registration assessment procedures find all assessments were carried out in accordance with the procedures set out in the Registered Architects Act or the Registered Architect Rules.	<p>One Rule 35 review was requested and completed by a Board appointed Competency Assessment Reviewer. It was found that the threshold under Rule 36(a) had not been met and was accordingly dismissed under Rule 36(b).</p>	<p><b>Not applicable.</b></p> <p>No Rule 35 reviews were requested or undertaken during 2023/24.</p>

EXPECTATIONS	MEASURE	RESULT 2022/23	RESULT 2023/24
<b>Competency of architects</b>			
Registered architects maintain the skills and knowledge to be competent.	Recognised qualifications are regularly reviewed to ensure graduates have the required skills and knowledge to progress to registration.	<p>The five existing Masters of Architecture (Professional) programmes offered by the University of Auckland were reaccredited for 3 years in September 2022.</p> <p>The Auckland University of Technology Masters of Architecture (Professional) programme was reviewed and granted initial accreditation for 3 years in November 2022.</p>	In October 2023, the MArch(Prof) programme at Victoria University's Wellington School of Architecture was reviewed and granted re-accreditation for a further 5 years starting from January 2024.
	Every 5 years, the Board quality assures all architects to make sure they meet the minimum standard for continued registration.	<p><b>Achieved.</b></p> <p>334 architects were granted a further 5 years' registration. 20 architects' reviews remained in progress as at 30 June 2023.</p> <p>One architect had their registration suspended following their competency review from the previous year.</p>	<p><b>Achieved.</b></p> <p><b>Cohort 14 - 2024</b></p> <p>386 architects were granted a further 5 years' registration. 13 architects' reviews remained in progress as at 30 June 2024.</p> <p><b>Cohort 13 - 2023</b></p> <p>Of the 20 architects whose review remained in progress as at 30 June 2023, 9 were granted continued further 5 year registration, 9 were recorded as expired out of Cohort and two are still awaiting material from the architect, with a total of 360 approved in the 2023 Cohort.</p> <p>No architects had their registration suspended following their competency review.</p>

EXPECTATIONS	MEASURE	RESULT 2022/23	RESULT 2023/24
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### Consumer accessibility and confidence

The public are able to reliably ascertain whether or not a person is a registered architect.	An accurate online register of architects is available for the public to access for at least 95% of the year.	<b>Achieved.</b> The Register was available 100% of the time. There were no planned or unplanned outages.	<b>Achieved.</b> The Register was available greater than 99.99% of the time. There was an outage for 5 minutes on 12 April 2024.
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### Protection of Title

The titles “registered architect” and “architect” are protected in terms of the Registered Architects Act.	The Board investigates all cases where persons knowingly misrepresent themselves as architects.	<b>Achieved.</b> 30 instances of apparent misuse of title were reported and acted on.  A single instance was not resolved and has resulted in a prosecution being laid with the District Court.  This matter remains active.	<b>Achieved.</b> We addressed 25 instances of apparent title misuse, following up on each case and achieving favourable outcomes.  The single case referred for prosecution last year was resolved, and the prosecution withdrawn.
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### Complaints and discipline

Ensure complaints regarding architects are resolved in accordance with the requirements of the Registered Architects Act and Registered Architects Rules.	No decisions are overturned on appeal due to a failure to follow the requirements of the Registered Architects Act and/or the Registered Architects Rules.	<b>Achieved.</b> No decisions overturned and no appeals filed in 2022/23.	<b>Achieved.</b> There were no decisions overturned or appeals filed during the 2023/24 period.
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EXPECTATIONS	MEASURE	RESULT 2022/23	RESULT 2023/24
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### Governance

The Board has robust strategic planning processes that identify strategies for improving the registration and licensing system.	The Board annually reviews its Strategic Plan and identifies risks and opportunities and strategies for achieving its goals.	<b>Achieved.</b>	<b>Achieved.</b> Strategic Plan reviewed 7 February 2024.
	The Annual Report reports on the implementation of the Board's Strategic Plan.	<b>Achieved.</b> Reported in the Annual Report.	<b>Achieved.</b> Reported in the Annual Report.
Undertake an annual self-appraisal of the Board's performance and provide a summary to MBIE.	The self-appraisal identifies areas which are working well areas for improvement, and is discussed by the Board.	<b>Achieved.</b> The summary was provide E in September 2023.	<b>Achieved.</b> The summary was provided to MBIE in July 2024.
Provide MBIE with a view on membership and succession.	The Chair's advice shows the current skills and experience of Board members and identifies any gaps and proposals for the Minister to consider in future appointment rounds.	<b>Achieved.</b> The Chair and MBIE have had numerous communications about Board member terms expiring and the need for continuity. The role specifications for the Chair and Board members were reviewed and updated in 2022/23.	<b>Achieved.</b> The Chair and the Board have had communications and discussions about remaining vacancies. The role specifications for the Chair and Board members were reviewed and updated in 2023/24. Two new Board members were appointed in June 2024.
Meet all obligations under relevant legislation, including reporting under the Registered Architects Act.	All legislative obligations are met.	<b>Achieved.</b> The Board submitted draft financial statements for audit within the statutory timeline, however the audit was not completed within statutory deadline due to late completion of the audit.	<b>Not Achieved.</b> However, board submitted draft financial statements for audit within the statutory time line audit was not completed within statutory deadline due to late completion of the audit.

# YEAR IN REVIEW

## Overview

NZRAB is established under the Registered Architects Act 2005 (the Act). Section 50 of the Act establishes NZRAB's functions as:

- making rules relating to architects
- registering architects, issuing Certificates of Registration, and assessing whether architects meet the standard for continued registration
- maintaining a Register of architects
- investigating complaints and, if required, disciplining architects
- providing information to the public about the registration system for architects.

Under section 3, one of the purposes of the Act is “to protect the title of registered architect”. Section 7 of the Act defines how the title “registered architect” is to be protected. This means that:

- no person except a registered architect can use the title “registered architect”
- no person who designs buildings, prepares plans and specifications for buildings or supervises the construction of buildings may use the title “architect” unless they are a registered architect
- any person who breaches the above can be prosecuted and fined up to \$10,000.

## New Zealand Architects Register

NZRAB maintains an online New Zealand Architects Register. The Register's statutory purpose is to enable the public to:

- determine whether a person is a registered architect
- choose a suitable architect
- contact an architect, if they have consented to their contact details being made public
- know which architects, if any, have been disciplined within the last three years.

The Register was available 100% of the time.



## Demographics

ARCHITECTS BY GENDER <sup>1</sup>	2023/24	2022/23	2021/22	2020/21	2019/20
Registered architects as at 30 June	2,328	2,259	2,200	2,147	2,111
Percentage male registered architects on 30 June	69%	69%	71%	73%	74%
Percentage female registered architects on 30 June	31%	31%	29%	27%	26%

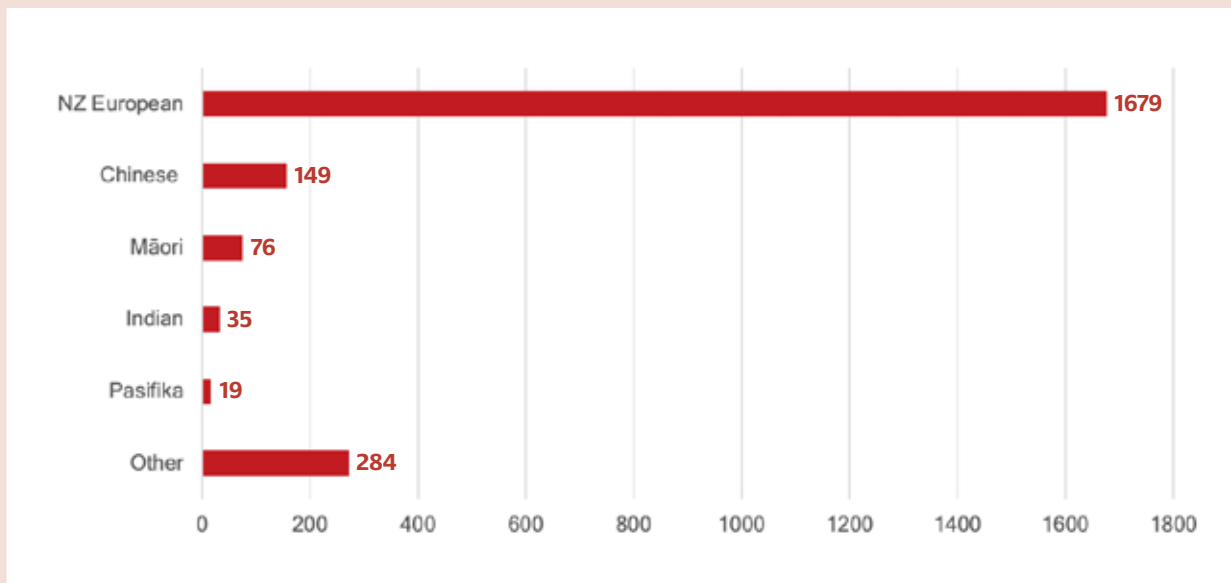
1. Five architects did not specify their gender.

The charts below provide a visual representation of the demographics of New Zealand’s architects by ethnicity, and by gender and date of birth. Seventeen percent of the profession is 65 years of age or older and 51% is 50 years of age or older – the latter is down from 54% last year.

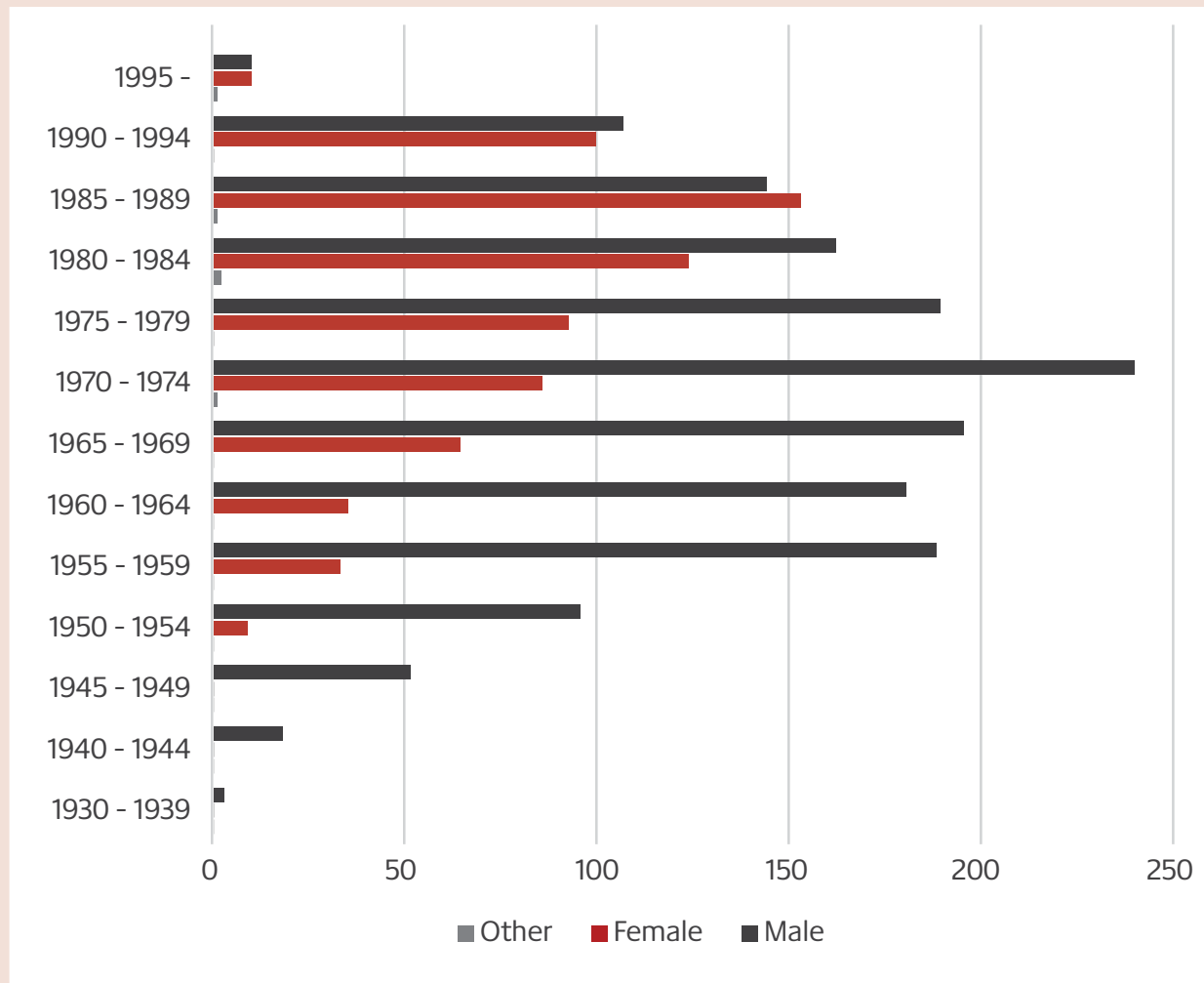
The oldest registered architect is **92** years old

The youngest registered architect is **27** years old

### Ethnicity (including multiple identifications)



### Architects by gender and date of birth



There are 56 architects who have not provided their date of birth. Five architects did not specify their gender.



## Registration

### Pathways to Initial Registration

To accommodate different types of applicants, NZRAB has eight different pathways to registration. Each pathway has specific criteria which must be met before an application for registration can be submitted. The majority of applications are through Pathway 1.

**Pathway 1** – For qualifying architectural graduates who have a recognised tertiary qualification from a recognised tertiary institute AND have completed one of the required work experience options.

**Pathway 2** – For architectural designers and technicians, and some overseas applicants, who do not have a recognised tertiary qualification but have completed the required work experience and/or supplementary education requirements determined by the Qualifications and Experience Assessment Panel (QEAP).

**Pathway 3** – For offshore architects with New Zealand experience applicants who have a 5-year architectural qualification from a tertiary institute AND have been/or are currently registered in an overseas jurisdiction AND have architectural work experience in New Zealand.

**Pathway 4** – For former New Zealand registered architects who were previously registered as an architect in New Zealand.

**Pathway 5** – For Australian registered architects who are currently registered in any one of the States or Territories in Australia.

**Pathway 6** – For APEC architects from Japan, Singapore or Canada who are currently registered as an APEC architect in either Japan, Singapore or Canada.

**Pathway 7** – For architects who are currently registered/licensed as an architect in any one of the States (jurisdictions) in the United States who is a party to the MRA with Australia, New Zealand and the United States and holds the appropriate education qualifications, experience and a current NCARB (National Council of Architectural Registration Boards of the United States) certificate.

**Pathway 8** – For architects who are currently registered in the United Kingdom and meet the eligibility criteria set out in the MRA between New Zealand, Australia and the United Kingdom. The citizenship eligibility requirement from the terms of the initial 2023 Agreement has now been removed, which means this application route is now open to the holder of any passport and not restricted to just United Kingdom/Australian/New Zealand citizens or those with permanent residency status to remain in these countries.

**Further information on the registration pathways is provided on our website – <https://www.nzrab.nz/c/Alt-To-Apply>.**

## Recognised qualifications

There are four Schools of Architecture in New Zealand that offer accredited degrees. Recognised New Zealand qualifications are:

- **University of Auckland** – MArch(Prof), MArch(Prof) and Urban Design, MArch(Prof) and Urban Planning (Prof), MArch(Prof) and Heritage Conservation, BArch (historic 5-year degree)
- **Unitec Institute of Technology** – MArch(Prof), BArch (historic 5-year degree)
- **Victoria University of Wellington** – MArch(Prof), BArch (historic 5-year degree)
- **Auckland University of Technology (AUT)** – MArch(Prof).

During 2023/24, the Masters of Architecture (Professional) at Victoria's Wellington School of Architecture was re-accredited for a further 5 years commencing from January 2024.

There is a New Zealand Accreditation Standing Panel comprising a total of 24 independent experts – both academics (58%) and practitioners (41%) – with professional experience and expertise to review accredited New Zealand architecture programmes every 3-5 years. This is done through the Accreditation Review Panel, whose primary task is to review the architecture programme to

evidence how it has been designed to enable a graduate to achieve the specified Performance Criteria as outlined in the 2021 National Standard of Competency for Architects. In June 2024, Board approval was given to appoint four new Panel members to the standing pool. In terms of gender diversity and representation, there are eight females (33%) and 16 males (66%) on the Standing Panel.

The pipeline of new architects is via graduates who often join the NZIA's Emerge group. These are people who are working to obtain the postgraduation knowledge and experience required in order to become registered. The Emerge group has 1,071 members who have graduated, but not yet applied for registration.

The NZIA holds regular graduate development days that we participate in, and NZRAB periodically holds webinars on Initial Registration to explain the registration process.

Architecture schools have reported the proportion of males to females has changed over the years, with the traditionally male-dominated profession now having a slight majority of females enrolling, and (by completion of a Masters) a very slight majority of males graduating. Overall, there is a gender parity of around 50/50 in the architecture programmes across the country.

ACCREDITED MASTER'S PROGRAMME GRADUATES		2023				2022			2021		
		Male	Female	Gender diverse	TOTAL	Male	Female	TOTAL	Male	Female	TOTAL
Auckland University of Technology	Domestic	3	4	0	7	5	4	9	-	-	-
	International	0	0	0	0	0	1	1	-	-	-
	<b>TOTAL</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>10</b>	<b>-</b>	<b>-</b>	<b>-</b>
Unitec Institute of Technology	Domestic	26	16	0	42	15	13	28	25	16	41
	International	1	2	0	3	5	0	5	5	3	8
	<b>TOTAL</b>	<b>27</b>	<b>18</b>	<b>0</b>	<b>45</b>	<b>20</b>	<b>13</b>	<b>33</b>	<b>30</b>	<b>19</b>	<b>49</b>
University of Auckland	Domestic	33	51	1	85	44	47	91	41	37	78
	International	0	10	0	10	7	8	15	4	4	8
	<b>TOTAL</b>	<b>33</b>	<b>61</b>	<b>1</b>	<b>95</b>	<b>51</b>	<b>55</b>	<b>106</b>	<b>45</b>	<b>41</b>	<b>86</b>
Victoria University of Wellington	Domestic	44	42	0	86	36	37	73	40	37	77
	International	2	0	0	2	5	2	7	0	0	0
	<b>TOTAL</b>	<b>46</b>	<b>42</b>	<b>0</b>	<b>88</b>	<b>41</b>	<b>39</b>	<b>80</b>	<b>40</b>	<b>37</b>	<b>77</b>
<b>ALL UNIVERSITIES COMBINED TOTAL</b>		<b>109</b>	<b>125</b>	<b>1</b>	<b>235</b>	<b>117</b>	<b>112</b>	<b>229</b>	<b>115</b>	<b>97</b>	<b>212</b>

### Initial Registration assessment

The Registration Assessors assess against the minimum standard for registration describing what architects must know and be able to do. These minimum standards are derived from the NSCA, which is a more detailed set of architects' competencies and is shared with Australia. The Board has continued work on a strategic project during the year to develop a New Zealand-specific addenda to the NSCA 2021 standard this is due for completion Q4 2024.

Most applicants for registration have a recognised 5-year degree in architecture and at least 3 years' experience in practice, but this is more typically 5-10 years.

## Equivalency assessments

NZRAB offers a pathway to registration through qualifications and experience, which is assessed by QEAP. The Panel meets monthly and provides applicants with a clear process to follow for an Equivalency Determination to be achieved, which enables applicants then to proceed to the professional conversation. There have been 225 Qualification and Experience Assessments (QEA) since the establishment of the Panel in 2013 of which 110 (49%) have progressed to registration which 88% becoming registered.

The Panel may determine the pathway to be taken for registration and may also require the applicant to:

- attend any specific courses of instruction; or
- spend a specified period of time working under the supervision of a registered architect in New Zealand; or
- attend any specific courses of instruction AND spend a specified period of time working under the supervision of a registered architect in New Zealand.

INITIAL REGISTRATION	2023/24	2022/23	2021/22	2020/21	2019/20
Registration applications accepted (all pathways)	178 <sup>1</sup>	158 <sup>1</sup>	112 <sup>1</sup>	55 <sup>1</sup>	78 <sup>1</sup>
Registration applications accepted via MRAs	31	2	2	2	2
Registration applications accepted (excluding via MRAs)	147	2	2	2	2
Registration applications declined (excluding via MRAs)	47	39	27	18	15
% declined applications (excluding MRAs)	32%	2	2	2	2
Equivalency assessments (excludes TTMRA) <sup>3</sup>	33	15	16	20	19
Initial Registration process review applications received	0	1	0	0	1

1. Excludes Trans-Tasman Mutual Recognition Act.. 2. Data not available. 3. Covers the period July 2023 – April 2024.

<sup>1</sup> Covers period June 2013 to April 2024.



## International

NZRAB's international relations have two main parts. As a result of the Trans-Tasman Mutual Recognition Act (TTMRA), Australian registered architects are entitled to registration in New Zealand and vice versa. For this reason, NZRAB works closely with AACA, which represents Australia's State and Territorial registration boards. Procedures for degree accreditation and competency requirements for architects are shared.

INITIAL REGISTRATION – AUSTRALIA	2023/24	2022/23	2021/22	2020/21	2019/20
TTMRA <sup>1</sup> registrations (Pathway 5)	7	14	15	18	17

1. Trans-Tasman Mutual Recognition Act.

New Zealand is a participant in the APEC Architect Project. The project's purpose is to facilitate the mobility of architects providing architectural services throughout the APEC economies. Under the APEC Architect Project and in conjunction with the AACA we have several tripartite MRAs to assist cross-border registrations with Singapore, Japan and Canada.

INITIAL REGISTRATION – APEC ARCHITECTS TO NZ	2023/24	2022/23	2021/22	2020/21	2019/20
APEC economies (Pathway 6):					
Singapore	1	0	0	0	0
Japan	0	0	0	0	0
Canada	0	0	0	1	0

New Zealand architects who wish to use the APEC Architect MRAs must (after meeting the criteria) be entered onto the New Zealand section of the APEC Architect Register as APEC architects.

APEC ARCHITECT	2023/24	2022/23	2021/22	2020/21	2019/20
NZ APEC architects as at 30 June	12	13	12	12	12

New Zealand has a tripartite Agreement with the US National Council of Architectural Registration Boards (NCARB) and Australia. This Agreement is being renewed and extended that Agreement in August 2024.

INITIAL REGISTRATION – UNITED STATES	2023/24	2022/23	2021/22	2020/21	2019/20
United States (Pathway 7)	3	2	3	6	4

New Zealand has a tripartite Agreement with the UKARB and Australia. This Agreement was launched in May 2023. Since it came in force on 25 May 2023, we have issued 62 certificates of eligibility for New Zealand architectural graduates and architects seeking registration in the United Kingdom and have registered 26 United Kingdom architects in this country.

INITIAL REGISTRATION – UNITED KINGDOM	2023/24
United Kingdom (Pathway 8)	26

We also have a Memorandum of Understanding on Mutual Recognition of Accreditation Systems of Architectural Programmes between NZRAB and the Hong Kong Institute of Architects. This was re-signed for a further 5-year period in July 2022.

## Continued registration

All registered architects are reviewed every 5 years to make sure they meet the applicable minimum standard for continued registration. This review undertaken by two assessors is a holistic review and considers how each individual architect practices, together with how they have maintained their architectural knowledge and skills.

To assist with this review, NZRAB operates a Continuing Professional Development (CPD) Framework to assist architects record the CPD they have undertaken. NZRAB's CPD website allows architects to record online their professional development activities, quantified via a points system. When architects have their 5-yearly competence reviews, their CPD records can be cited as evidence that they have "taken reasonable steps to maintain the currency of [their] architectural knowledge and skills."

Some key statistics around CPD for 2023 include:

- 2,975 individuals have access to the NZRAB CPD website (this includes registered architects, members in Voluntary Suspension and architectural graduates)
- there are currently 138 active CPD providers
- there were 235 scheduled CPD events
- nearly 5,730 individual learning activities were added to the CPD website
- there are 91 active learning groups (either Practice Support Groups or In Office Training Groups)
- 165 online learning activities were completed in calendar year 2023.

The emerging topics in CPD activities that gained popularity were H1 Energy Efficiency, including roofing and insulation, and activities around sustainability and the 'circular economy'. Design-driven Artificial Intelligence is also a topic of interest.

The NZRAB Board has previously agreed to make CPD mandatory for registered architects, which is intended to be implemented through a Rule change in the next reporting period.

We are currently establishing Core CPD Advisory Panel who will provide a list each year of topics that are considered core and would be valuable for all architects.

During 2023/24, 384 architects were reviewed and granted continuing registration.

CONTINUING REGISTRATION	2023/24	2022/23	2021/22	2020/21	2019/20
Registered architects as at 30 June	2,328	2,259	2,200	2,147	2,111
Architects granted a further 5-year continuing registration	404 <sup>1</sup>	351	517	327	172
Architects declined a further 5-year continuing registration	0	0	1 <sup>2</sup>	1 <sup>2</sup>	0

1. Made up of 386 architects from Cohort 14, and 18 architects from Cohort 13 2. This suspension from the Register resulted from the previous year's continuing registration process.

### Voluntary suspension

An architect may put their registration on hold for periods of between 0-5 years. Architects sometimes do this when they are overseas, raising a family, contemplating retirement or studying.

Architects in voluntary suspension are entitled to do and record CPD, which is encouraged.

In 2022/23, we began taking a more active role in managing voluntary suspensions, which explains the reduced numbers in the past 2 years.

VOLUNTARY SUSPENSION	2023/24	2022/23	2021/22	2020/21	2019/20
Total architects in voluntary suspension as at 30 June	199	200	230	280	280
Architects in voluntary suspension for 5-10 years	36	51	109	58	- <sup>1</sup>
Architects in voluntary suspension for more than 10 years	46	42	59	35	- <sup>1</sup>

1. Data not available.

### Cancellations

An architect's registration is cancelled if: they pass away; request cancellation; fail to meet the minimum standards for registration; fail to pay their Annual Certificate of Registration; or in accordance with disciplinary penalties.

There were 19 architects who cancelled their registration in 2023/24, typically when they have retired.



## Public protection

The Board's public protection responsibilities are managed within three core processes:

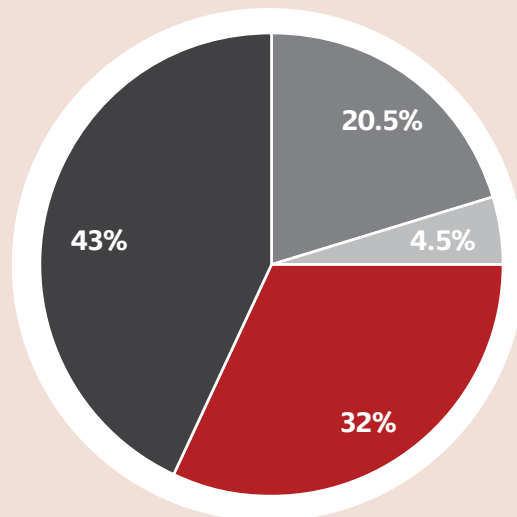
1. Architectural Service Concerns.
2. Complaints.
3. Competence Concerns.

The Board can also initiate its own inquiry if there are reasonable grounds to suspect that the conduct of a registered architect or former architect may fall within any of the grounds for discipline in section 25 of the Act. The process follows that of a complaint. The Board can also decide to initiate a competence review at any time.

NZRAB receives numerous architecture-related inquiries from the public with many callers believing they have engaged the services of an architect, when in fact they have been using an LBP or some other (unregulated) building designer. Of the 44 inquiries received about supposed architects, 14 concerned registered architects, 19 LBPs, two neither (landscape architect, draftsman), and the status of six others was unconfirmed. That is, almost 70% were NOT about registered architects.

### Subject of inquiries made to NZRAB

- Registered architects
- LBPs
- Undisclosed status
- Neither



These inquiries highlight the public's frequent confusion between different types of building design professionals and raise concerns about the clarity of their roles and responsibilities. This confusion underscores the Board's advocacy for a unified and tiered independent registration entity for architects, LBPs (Design), architectural designers and architectural technicians. Such an entity would protect titles at each tier, set professional standards, conduct registration assessments and decisions, manage public registers and investigate complaints.

For inquiries not involving a registered architect, the inquirer is provided with information on the differences between a registered architect and other architectural designers or LBPs. Where relevant, they are advised to contact the LBP scheme and provided with the necessary details to do so. While NZRAB does not have jurisdiction over concerns or complaints unrelated to registered architects, it plays an important role in educating the public about the different design professionals and their respective roles.

The inquiries encompassed a variety of themes, reflecting the diverse concerns and issues faced by the public and professionals. Key themes identified from these inquiries include:

- **Design and costs:** Standard of design work and associated expenses, including delays and increased costs.
- **Service quality:** Delivery and overall quality of architectural services, including customer dissatisfaction and unmet design briefs.
- **Communication:** Issues with communication, including unexpected invoices and cost liabilities.
- **Plans and copyright:** Ownership and access rights to design plans.
- **Employment behaviour:** Workplace conduct and employment issues.
- **Competence and conduct:** Professional abilities, ethical behaviour and professionalism.
- **Insurance and contracts:** Contractual obligations and insurance matters.
- **Neighbourly disputes:** Conflicts not directly related to architectural services.

## Architectural Service Concerns

Since 2020, NZRAB offers an informal process for the resolution of concerns about architects, which we call the Architectural Service Concern process. This service provides an avenue for members of the public to receive assistance in resolving an issue with a registered architect without making a Complaint and, consequently, avoiding the time and cost. It provides an opportunity to prevent a concern escalating to a Complaint, mainly through facilitation of communication between the two parties.

Architectural Service Concerns are dealt with by the Architectural Services Advisory Panel (ASAP), a Panel of nine senior architects who act as an informal facilitator to see if the parties can resolve the matter by Agreement. Entering an architectural Service Concern process does not prevent a concerned person from making a formal Complaint or Competence Concern in the future.

The table below shows the Architectural Service Concerns received since the introduction of this service in 2020/21.

ARCHITECTURAL SERVICE CONCERNS	2023/24	2022/23	2021/22	2020/21
Number received	5	7	4	15
Concerns resolved	2	1	3	6
Concerns unresolved	2	6	-	5
In abeyance	-	-	-	4
In progress	1	-	1	-

## Complaints

NZRAB is required to set and uphold professional standards, and to hold architects accountable if they have practised in a negligent or incompetent manner or have breached the code of ethics contained in the Rules.

The complaints and disciplinary process has two stages:

- **Stage 1** – Investigation, ending in a determination on whether there are grounds for discipline (or the dismissal of the Complaint).
- **Stage 2** – If there are grounds for discipline, the Board will consider the matter and decide on penalty, costs and publication orders.

Investigating Panels (IPs) comprise a layperson who chairs the Panel and acts as a consumer representative (and is either a lawyer or arbitrator/mediator) and two experienced architects from the ASAP.

The IP will investigate the complaint and prepare a report of its findings and recommendations to the Board. The Board then considers the IP's report and recommendation and, applying the combined experience and knowledge of the Board members, decides whether to accept the IP's recommendation, make a different decision or refer the matter back to the IP for a new investigation. The matter only goes to a disciplinary hearing if the architect under investigation disputes the findings of the IP and/or the Board and requests a hearing.

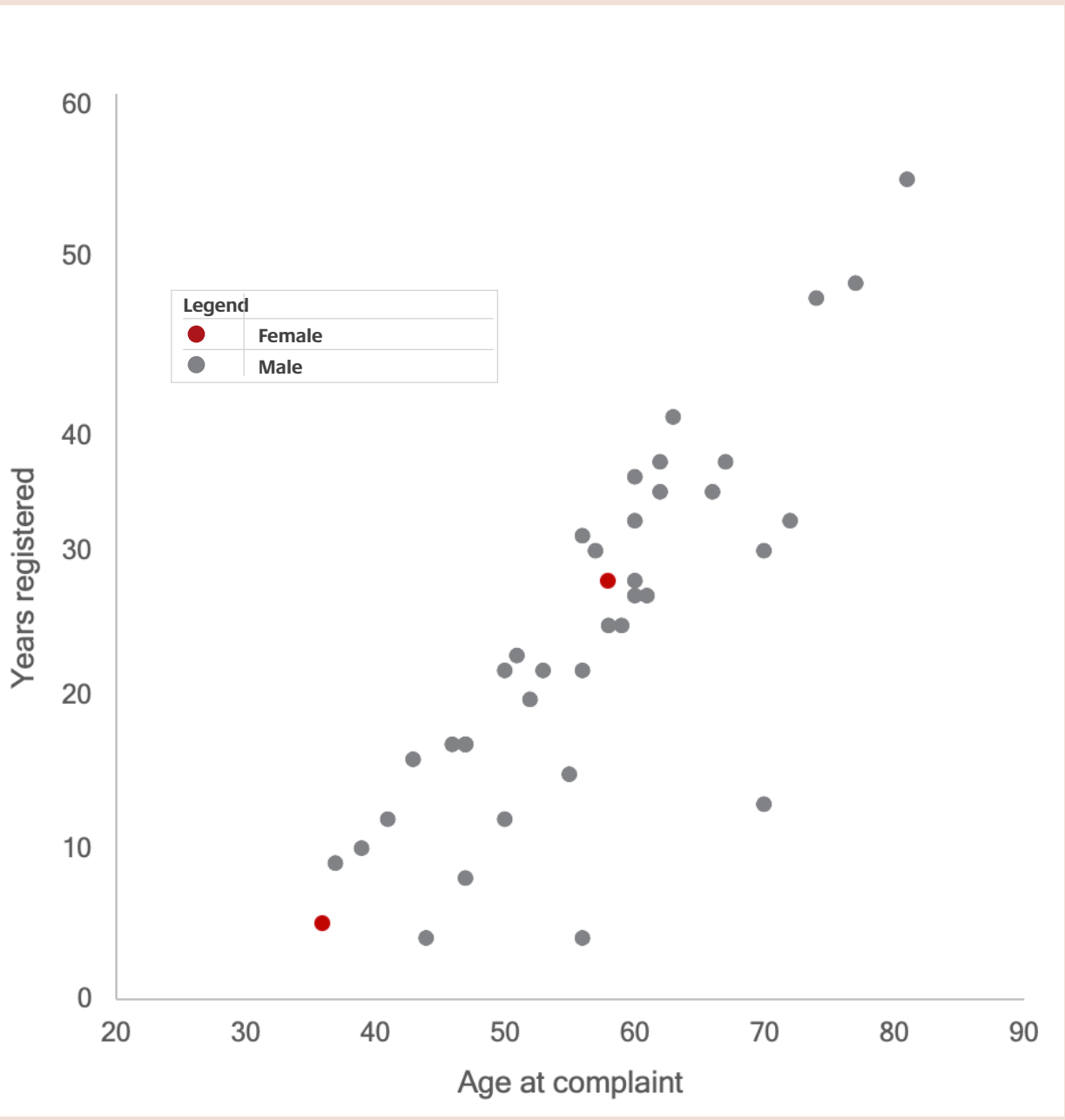
The disciplinary hearing process is inherently adversarial and driven by both the architect and the complainant, which can result in it being both lengthy and expensive.

Under the new Rules implemented in 2020, there has only been one formal disciplinary hearing, with most complaints dealt with using a less expensive and more timely investigation procedure.

There were **NO** disciplinary hearings in 2023/24



### Age of architects and years registered for complaints finalised since 2018



Includes withdrawn and matters where no grounds were found

PUBLIC PROTECTION –DISCIPLINE – OLD RULES	2020/21	2019/20	2018/19
Complaints received	- <sup>1</sup>	11	13
Complaints dismissed or withdrawn	-	22	11
Complaints upheld	3	2	0
Complaints active as at 30 June	1	5	18

1. New rules apply from 2020/21.

PUBLIC PROTECTION –DISCIPLINE – NEW RULES <sup>1</sup>	2023/24	2022/23	2021/22	2020/21
Complaints received	5	11	6	4
Complaints upheld	5	0	1	-
Complaint not upheld	7	2	1	1
Complaints dismissed under a ground in Rule 69	3	1	0	2
Complaints active as at 30 June	4	14	6	2

1. New Rules introduced 2020/21.

**NZRAB received 5 Complaints during 2023/24 55% fewer than the previous year**

The number of Complaint cases under investigation has significantly decreased since the previous financial year. There were 14 active Complaint cases on 30 June 2023, compared with four on 30 June 2024. This substantial reduction reflects the successful closure of numerous cases throughout the year, achieved through focused attention and strategic efforts of the public protection team to manage a significantly increased workload.

Our target timeframe for completing a complaint investigation is four months from the start of the investigation to the Board's decision. However, this can be impacted by several factors, including the complexity of the complaint, the volume of material to review and the engagement of the parties. Delays may arise from extension requests by the architect, additional information submitted by the complainant, and the need to ensure natural justice by allowing both parties to respond to all information.

Despite these challenges, the average time taken to resolve complaints has significantly improved in recent years, largely due to updated Rules and processes introduced in 2020. Notably, there have been no disciplinary hearings in the last 2 years, unlike previous years when such hearings were more common and contributed to longer resolution times.

The statistics reveal a broad range of architects' ages and years of registration at the time of the Complaint. This variation underscores the critical importance of ongoing CPD. The current Rules mandate that architects demonstrate they have "taken reasonable steps to maintain the currency of their architectural knowledge and skills since the last assessment." The Board continues to enhance and refine the CPD policy to ensure it effectively addresses the evolving needs and challenges faced by architects.

### Disciplinary outcomes

Once grounds for discipline are established, meaning a complaint has been upheld, the Board determines suitable penalties as permitted under the Act. The decision-making is guided by principles of fairness, proportionality and consistency with past cases and current policies, while also considering the specific circumstances of each individual case.

In addition to penalties, the Board is required to consider costs and publication orders under the Act. Publication orders relate to the outcomes of disciplinary actions.

During the reporting period, the Board implemented disciplinary actions against two registered architects and two former architects. In all instances, the individuals were censured and ordered to pay the costs of the Board's investigation. One architect was also fined \$1,500.

	Censure	Fine	Costs order	Investigation costs (excl GST)	Decision publication	Penalty recorded on public register
Case 1	✓	-	80%	\$5068.74	Named	n/a <sup>1</sup>
Case 2	✓	-	15%	\$20,775.44	Unnamed	✓
Case 3	✓	-	100%	\$5,572.72	Unnamed	n/a <sup>2</sup>
Case 4	✓	\$1,500	100%	\$3,557.51	Unnamed	✓

1. Former architect – unregistered. 2. Former architect.

### Appeals and judicial reviews

Decisions of the Board imposing a disciplinary penalty may be appealed to the District Court. A person affected by a Board decision may seek a judicial review of the decision in the High Court.

In 2023/24, no Board disciplinary decisions were appealed, nor were any judicial reviews sought.

### Competence review process

If a member of the public thinks an architect is generally not competent or no longer safe to practice, there is a review process NZRAB has available to investigate their competence. This could result in the architect having their registration suspended or cancelled, or they could be found to be competent. The most recent Competence Concern process occurred in 2019.

### Board-Initiated (Rule 60) inquiries

The Board may initiate an inquiry into matters if it has reasonable cause to suspect that the conduct of a registered architect or former registered architect may come within any of the grounds for discipline. This would typically occur when there is media around an architect and a formal Complaint has not been received. The Board needs to have sufficient material to initiate an inquiry.

RULE 60 INQUIRIES	2023/24	2022/23	2021/22	2020/21	2019/20
Inquiries initiated	0	0	0	3	1



## Protection of Title

In New Zealand, only a person who is a registered architect under the Registered Architects Act is allowed to describe themselves as a registered architect. Also, only a person who is a registered architect is allowed to describe themselves as an architect in the context of offering or providing building design services.

A registered architect is a person who NZRAB has registered and who also holds a current Annual Certificate of Registration. Members of the public can find out if a person is currently registered by checking the online Register on the NZRAB website.

During the 2023/2024 review period, NZRAB received 25 queries regarding misuse of the architect title. Misuse was not established in six instances. In 15 cases, the misuse was resolved through corrections made by the parties involved following contact from NZRAB. Of these cases, 43% involved individuals or practices, while 57% involved third parties such as media outlets, radio, television, real estate listings and print articles. The typically swift response to make corrections when alerted suggests that the misuse is more likely due to carelessness or outdated marketing materials rather than intentional deception or deliberate breaches of regulatory requirements.

As reported in the 2023 Annual Report, the Board commenced a prosecution in the District Court for breach of section 7(2) (protection of title) of the Registered Architects Act 2005. Ultimately the individual concerned (a former architect) accepted the conduct could be construed as a breach of section 7, as alleged. The Board received an apology, an undertaking not to engage in similar conduct in the future and a contribution to its legal costs. The prosecution was then withdrawn during the current reporting period.

PROTECTION OF TITLE – NUMBER OF INQUIRIES	2023/24	2022/23	2021/22	2020/21	2019/20
Misuse of the title reported and acted on	25	30	33	36	14

PROTECTION OF TITLE – OUTCOME	2023/24	2022/23	2021/22	2020/21	2019/20
No misuse of title found	6	6	-1	-1	-1
Resolved with corrections made	15	21	-1	-1	-1
Referred for prosecution	0	1	0	0	0
In progress as at 30 June 2024	4	2	-1	-1	-1

1. Data not available.

# FINANCIAL STATEMENTS

## Finances at a glance

NZRAB receives no Crown funding. Our income is derived through:

- annual fees paid by registered architects
- service fees paid by registration applicants
- costs and penalties paid by disciplined architects
- bank interest.

At 30 June 2024, NZRAB's fees were as follows:

FEE	GST incl.
Annual Certificate of Registration fee	\$724.50
Application for initial registration, if it is the applicant's first application and there is an interactive assessment	\$1,200.60
Application for initial registration, if it is not the applicant's first application and there is an interactive assessment	\$600.30
Application for initial registration, if there is no interactive assessment or the applicant was previously a registered architect	\$632.50
Qualification equivalency assessment	\$517.50
Review of registration assessment procedures	\$500.20

2024

FINANCE	2023/2024	2022/2023	2021/2022	2020/2021	2019/2020
Net surplus/(deficit)	<b>(\$139,530)</b>	(\$1,033)	\$447,308	\$34,332	(\$232,253)
Working capital	<b>\$502,446</b>	\$632,095	\$615,227	\$163,234	\$125,718
Equity	<b>\$583,316</b>	\$722,847	\$723,880	\$276,571	\$236,238

## Financial Statements for the Year Ended 30 June 2024

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### Entity Information

Legal Name of Entity	New Zealand Registered Architects Board
Type of Entity and Legal Basis	Statutory Board
Entity's Purpose or Mission	To register and, if required, hold to account architects, in order to protect the public
Entity Structure	Six- to eight-person Board appointed by the responsible Minister
Main sources of the Entity's Cash and Resources	Fees paid by architects and registration applicants
Contact Details	New Zealand Registered Architects Board PO Box 11106, Wellington 6142, New Zealand +64 4 471 1336 www.nzrab.nz

### Statement of Responsibility

In terms of the Registered Architects Act 2005, the New Zealand Registered Architects Board accepts responsibility for the preparation of the New Zealand Registered Architects Board's financial statements and the judgements made in the process of producing those statements.

The Board has the responsibility of establishing and maintaining, and has established and maintained, a system of internal control procedures that provide reasonable assurance as to the integrity and reliability of financial reporting.

In the opinion of the Board, these financial statements fairly reflect the financial position and operations of the New Zealand Registered Architects Board for the year ended 30 June 2024.



**Tony Orgias**  
Acting Board Chair  
5 December 2024



**Craig O'Connell**  
5 December 2024

## Statement of Financial Performance for the Year Ended 30 June 2024

	NOTE	2024	2024 Budget (unaudited)	2023
<b>Income</b>				
Application for Registration		165,513	109,380	132,135
Certificate of Registration		1,455,066	1,440,350	1,417,770
Qualification Equivalency Assessment		14,518	9,000	13,500
Other Income		30,211	32,000	-
Discipline Hearing Cost Recovery		16,302	-	58,952
Fines		1,500	-	-
Interest Received		37,223	14,004	25,987
<b>Total Income</b>		<b>1,720,333</b>	<b>1,604,734</b>	<b>1,648,344</b>
<b>Less Expenses</b>				
Administration		126,622	75,006	89,809
Audit Fees		10,639	10,500	9,998
Communication		15,162	45,000	9,501
Complaints and Discipline		129,926	140,000	160,299
Continuing Registration		37,523	130,000	50,979
Depreciation	6	11,349	10,428	14,103
Amortisation	6	6,274	-	6,577
Employee Related Costs	1	857,448	770,000	786,113
Governance		168,085	120,000	128,504
Occupancy Costs		75,495	69,000	67,806
Registration		421,340	378,350	325,688
Foreign Exchange Loss		-	-	-
APEC Architect Secretariat		-	-	-
<b>Total Expenses</b>		<b>1,859,863</b>	<b>1,748,284</b>	<b>1,649,377</b>
<b>Net Surplus / (Deficit)</b>		<b>(\$139,530)</b>	<b>(\$143,550)</b>	<b>(\$1,033)</b>

The above must be read in conjunction with the accompanying Statement of Accounting Policies and Audit Report.



## Statement of Financial Position for the Year Ended 30 June 2024

	NOTE	2024	2024 Budget (unaudited)	2023
<b>Current Assets</b>				
Bank	2	1,390,503	1,400,000	1,453,058
Investments		550,000	550,000	550,000
Accrued Income	3	16,378	12,000	12,304
Accounts Receivable and Prepayments	3	41,803	37,900	47,589
<b>Total Current Assets</b>		<b>1,998,684</b>	<b>1,999,900</b>	<b>2,062,951</b>
<b>Current Liabilities</b>				
Creditors and Accrued Expenses	4	200,291	285,000	279,957
Payroll Costs Accrued	5	127,166	61,000	61,786
Income in Advance		1,168,781	1,156,603	1,089,114
<b>Total Current Liabilities</b>		<b>1,496,238</b>	<b>1,502,603</b>	<b>1,430,856</b>
<b>Working Capital</b>		<b>\$502,446</b>	<b>\$497,297</b>	<b>\$632,095</b>
<b>Fixed Assets</b>				
Property, Plant and Equipment		71,456	72,500	80,884
Intangible Assets		9,414	9,500	9,868
<b>Total Fixed Assets</b>	6	<b>80,870</b>	<b>82,000</b>	<b>90,752</b>
<b>NET ASSETS</b>		<b>\$583,316</b>	<b>\$579,297</b>	<b>\$722,847</b>
<b>Realised by:</b>				
<b>Equity</b>		<b>\$583,316</b>	<b>\$579,297</b>	<b>\$722,847</b>



**Tony Orgias**  
Acting Board Chair  
5 December 2024



**Craig O'Connell**  
5 December 2024

## Statement of Cash Flow for the Year Ended 30 June 2024

	2024	2024 Budget (unaudited)	2023
<b>Cash Fows from Operating Activities</b>			
Cash was provided from:			
Receipts	1,758,836	1,600,419	1,409,401
Interest Received	33,149	14,004	29,130
	<b>1,791,985</b>	<b>1,614,423</b>	<b>1,438,531</b>
Cash was disbursed to:			
Payments to suppliers and employees	1,771,303	1,587,240	1,596,227
Occupancy Costs	75,495	69,000	67,806
	<b>1,846,798</b>	<b>1,656,240</b>	<b>1,664,033</b>
<b>Net Cash Flows from Operating Activities</b>	<b>(54,813)</b>	<b>(41,817)</b>	<b>(225,502)</b>
<b>Cash Flows from Investing Activities</b>			
Purchase/Sale of Investments	-	-	50,000
Purchase of Fixed Assets	-	-	32
Purchase of Fixed Assets	(7,742)	(35,000)	(2,910)
<b>Net Cash Used in Investing Activities</b>	<b>(7,742)</b>	<b>(35,000)</b>	<b>47,222</b>
<b>Net Increase in Cash Flow</b>	<b>(\$62,555)</b>	<b>(\$76,817)</b>	<b>(\$178,280)</b>
Add Opening Bank Funds 01/07/2023	1,453,058	1,453,058	1,631,337
<b>Closing Bank Funds 30/06/2024</b>	<b>\$1,390,503</b>	<b>\$1,376,241</b>	<b>\$1,453,058</b>

The above must be read in conjunction with the accompanying Statement of Accounting Policies and Audit Report.



# NOTES TO THE **ACCOUNTS**

YEAR ENDED 30 JUNE 2024

## **STATEMENT OF ACCOUNTING POLICIES**

### **A Basis of Preparation**

The New Zealand Registered Architects Board has elected to apply PBE-SFR-A (PS) Public Benefit Entity Simple Format Reporting – Accrual (Public Sector) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$5,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

### **B Revenue Recognition Policy**

Application for Registration, Certificate of Registration, and Qualification Equivalency Assessment Income.

The fees are recognised in the year to which the fees relate. Amounts received in advance relating to future periods are recognised as a liability until such time that period covering the fees occurs.

#### **Other Income**

Other income includes standard setting fees and sundry income.

#### **Discipline Hearing Cost Recovery**

Discipline Hearing and Complaint cost recoveries represent costs awarded by the Board.

#### **Fines**

Fine income is recognised when earned and reported in the financial period to which it relates.

#### **Interest Received**

Interest received is recognised as it accrues, using the effective interest method.

### **C Goods and Services Tax (GST)**

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

### **D Bank Accounts and Cash**

Bank Accounts and Cash in the Statement of Cash Flows comprise cash balances and bank balances (including short-terms deposits).

## **E Specific Accounting Policies**

The following specific accounting policies, which materially affect the measurement of the financial performance and financial position, have been applied:

### **Valuation of Assets**

Fixed assets are valued at cost less aggregate depreciation or amortisation.

### **Depreciation**

Depreciation is provided on a diminishing value basis on all tangible assets at rates calculated to allocate the assets' cost over their estimated useful lives.

Computers and Equipment	30%-60% D.V.
Furniture and Fittings	10%-30% D.V.

### **Amortisation**

Amortisation is provided on a straight-line basis on all intangible assets at rates calculated to allocate the assets' cost over their estimated useful lives.

NZRAB Website -Admin Module	2.5 years S.L.
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### **Accounts Receivable**

Accounts receivable are stated at their estimated realisable value.

### **Employee Entitlements**

Provision is made in respect of the NZRAB's liability for any annual leave at balance date. Annual leave has been calculated on an actual entitlement basis at current rates of pay.

### **Financial Instruments**

There are no financial instruments that expose NZRAB to significant foreign exchange risk or off-balance-sheet risks. All financial instruments including bank accounts, short-term investments, accounts receivable and accounts payable are disclosed at their fair value. Revenue and expenses in relation to the financial instruments are recognised in the Statement of Financial Performance.

### **Taxation**

NZRAB is exempt from income tax as it is classified as a public authority in terms of the Income Tax Act 2007.

### **Changes in Accounting Policy**

There are no changes in accounting policy.



## NOTES TO THE FINANCIAL STATEMENTS

### 1 Employee-Related Costs

	2024	2023
Change to Provision for Holiday Pay	(13,163)	9,633
Gross Salaries	739,210	526,731
Contractors Cost (Temp Staff)	47,946	195,890
Employer's Superannuation	19,827	14,978
ACC Expenses	726	975
Recruitment Fees	37,829	8,283
Staff Amenities	19,792	15,981
Staff Training	4,999	13,641
Staff Travel	283	-
<b>Total Employee Related Costs</b>	<b>\$857,448</b>	<b>\$786,112</b>

### 2 Bank

	2024	2023
Bank	1,390,503	1,453,058
Cash on Hand	-	-
<b>Total Bank</b>	<b>\$1,390,503</b>	<b>\$1,453,058</b>

### 3 Accounts Receivable and Prepayments

	2024	2023
Prepayments	15,620	12,712
Trade Debtors	25,284	34,877
Sundry Debtors	899	-
<b>Total Accounts Receivable and Prepayments</b>	<b>\$41,803</b>	<b>\$47,589</b>

#### 4 Creditors and Accrued Expenses

	2024	2023
Trade Creditors	22,906	69,992
Sundry Creditors	(330)	3,276
GST	156,605	145,309
Accrued Expenses	21,110	61,380
<b>Total Creditors and Accrued Expenses</b>	<b>\$200,291</b>	<b>\$279,957</b>

#### 5 Payroll Costs Accrued

	2024	2023
Holiday Pay Accrued	17,461	30,624
IRD Scheduling Payments	85,572	19,329
Kiwisaver	15,889	3,201
Salaries Accrued	8,246	8,631
<b>Total Payroll Costs Accrued</b>	<b>\$127,167</b>	<b>\$61,786</b>

## 6 Fixed Assets

	OPENING CARRYING AMOUNT	PURCHASES	DISPOSALS	CURRENT YEAR DEPRECIATION	CLOSING CARRYING AMOUNT
<b>2024</b>					
<b>Property, Plant and Equipment</b>					
Computers and Equipment	3,281	1,922	-	3,054	2,149
Office Furniture and Fittings	77,615	-	-	8,295	69,320
Total Property, Plant and Equipment	80,884	1,922	-	11,349	71,458
<b>Intangible Assets</b>					
Website	9,868	5,820	-	6,274	9,412
<b>Total Fixed Assets</b>	<b>\$90,752</b>	<b>\$7,742</b>	<b>-</b>	<b>\$17,623</b>	<b>\$80,870</b>
<b>2023</b>					
<b>Property, Plant and Equipment</b>					
Computers and Equipment	8,148	-	132	4,735	3,281
Office Furniture and Fittings	86,983	-	-	9,368	77,615
Total Property, Plant and Equipment	95,131	-	132	14,103	80,884
<b>Intangible Assets</b>					
Website	13,521	2,910	-	6,577	9,868
<b>Total Fixed Assets</b>	<b>\$108,652</b>	<b>\$2,910</b>	<b>\$132</b>	<b>\$20,680</b>	<b>\$90,752</b>

## 7 Accumulated Funds

	2024	2023
Opening Balance	722,846	723,879
Surplus/(Deficit)	(139,530)	(1,033)
<b>Closing Balance</b>	<b>\$583,316</b>	<b>\$722,846</b>

## 8 Statement of Commitments as at 30 June 2024

### Operational Commitment

	2024	2023
<b>Premises</b>		
Not later than one year	63,593	58,400
Later than one year and not later than five years	373,547	14,600
Later than five years	-	-
<b>Photocopier</b>		
Not later than one year	2,859	2,859
Later than one year and not later than five years	6,194	6,670
Later than five years	-	-

## 9 Contingent Liabilities

As at 30 June 2024, there were no contingent liabilities. (prior year: nil)

## 10 Related Parties Transactions with Board Members

During the 2024 year, the Board members received remuneration as follows:

<b>FEES</b>	<b>2024</b>	<b>2023</b>
Gina Jones	50,797	34,123
Rob Hall	10,863	11,761
Murali Bhaskar	0	6,281
Louise Wright	6,834	8,362
Kimberly Browne	0	8,160
Judith Thompson	7,676	5,895
Tony Orgias	12,517	9,002
David DC Ivory	5,968	1,251
Craig O'Connell	9,335	1,396
<b>Total Board Honoraria</b>	<b>\$103,989</b>	<b>\$86,231</b>

## 11 Events After Balance Date

There have been no post balance date events that may materially affect these financial statements.

## 12 Breach of statutory reporting deadline

The Registered Architects Board was required under the Registered Architects Act 2005 Section 61(2) to complete its audited financial information by 26 October 2024. This time frame was not met due to the late completion of the audit.

## INDEPENDENT AUDITOR'S REPORT

### TO THE READERS OF THE NEW ZEALAND REGISTERED ARCHITECTS BOARD'S FINANCIAL STATEMENTS AND PERFORMANCE INFORMATION FOR THE YEAR ENDED 30 JUNE 2024

The Auditor-General is the auditor of the New Zealand Registered Architects Board ('the Board'). The Auditor-General has appointed me, Chrissie Murray, using the staff and resources of Baker Tilly Staples Rodway Audit Limited, to carry out the audit of the financial statements and performance information of the Board on his behalf.

#### Opinion

We have audited:

- the financial statements of the Board that comprise the entity information and the statement of financial position as at 30 June 2024, the statement of financial performance, and statement of cash flows for the year ended on that date and the statement of accounting policies and notes to the financial statements.
- the performance information of the Board that comprises the statement of service performance.

In our opinion:

- the financial statements of the Board:
  - presents fairly, in all material respects,
    - its financial position as at 30 June 2024; and
    - its financial performance and cash flows for the year then ended; and
  - complies with generally accepted accounting practice in New Zealand and have been prepared in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Public Sector); and
- the performance information:
  - presents fairly, in all material respects, the Board's performance for the year ended 30 June 2024.
  - complies with generally accepted accounting practice in New Zealand.

Our audit was completed on 17 December 2024. This is the date at which our opinion is expressed. We acknowledge that our audit was completed later than required by section 61 (2) of the Registered Architects Act 2005. This delay was due to the auditor shortage in New Zealand.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Board and our responsibilities relating to the financial statements and the performance information and we explain our independence.

Baker Tilly Staples Rodway Audit Limited, incorporating the audit practices of Christchurch, Hawkes Bay, Taranaki, Tauranga, Waikato and Wellington.

Baker Tilly Staples Rodway Audit Limited is a member of the global network of Baker Tilly International Limited, the members of which are separate and independent legal entities.



**Basis of opinion**

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the Professional and Ethical Standards and International Standards on Auditing (New Zealand) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Responsibilities of the Auditor section of our report.

We have fulfilled our responsibilities in accordance with the Auditor-General's Auditing Standards.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Responsibilities of the Board for the for the financial statements and performance information**

The Board is responsible on behalf of for preparing financial statements and performance information that is fairly presented and that complies with generally accepted accounting practice in New Zealand.

The Board is responsible for such internal control as it determines is necessary to enable the it to prepare financial statements and performance information that is free from material misstatement, whether due to fraud or error.

In preparing the financial statements and performance information, the Board is responsible for assessing the Board's ability to continue as a going concern. The Board is also responsible for disclosing, as applicable, matters related to going concern and using the going concern basis of accounting, unless there is an intention to liquidate the Board or to cease operations, or there is no realistic alternative but to do so.

The Board's responsibilities arise from the Registered Architects Act 2005.

**Responsibilities of the auditor for the audit of the financial statements and the performance information**

Our objectives are to obtain reasonable assurance about whether the financial statements and performance information, as a whole, is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance but is not a guarantee that an audit carried out in accordance with the Auditor-General's Auditing Standards will always detect a material misstatement when it exists. Misstatements are differences or omissions of amounts or disclosures and can arise from fraud or error. Misstatements are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of readers taken on the basis of these financial statements and performance information.

We did not evaluate the security and controls over the electronic publication of the financial statements and performance information.

As part of an audit in accordance with the Auditor-General's Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. Also:

- We identify and assess the risks of material misstatement of the financial statements and performance information, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is

higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- We obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Board’s internal control.
- We evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the governing body.
- We conclude on the appropriateness of the use of the going concern basis of accounting by the governing body and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Board’s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor’s report to the related disclosures in the financial statements and performance information or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor’s report. However, future events or conditions may cause the Board to cease to continue as a going concern.
- We evaluate the overall presentation, structure and content of the financial statements and performance information, including the disclosures, and whether the financial statements and performance information represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Our responsibilities arise from the Public Audit Act 2001.

### **Other information**

The Board is responsible for the other information. The other information comprises the contents of the annual report other than the financial statements and statement of service performance, and our auditor’s report thereon.

Our opinion on the financial statements and the performance information does not cover the other information and we do not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the financial statements and the performance information, our responsibility is to read the other information. In doing so, we consider whether the other information is materially inconsistent with the financial statements and the performance information or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on our work, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

## **Independence**

We are independent of the Board in accordance with the independence requirements of the Auditor-General's Auditing Standards, which incorporate the independence requirements of Professional and Ethical Standard 1(Revised): *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board.

Other than the audit, we have no relationship with or interests in the Board.



Chrissie Murray  
Baker Tilly Staples Rodway Audit Limited

On behalf of the Auditor-General  
Wellington, New Zealand

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