



7 July 2025

***Personal and Confidential***

**To whom it may concern, CRAIG SUTTON**

I am pleased to provide this reference for Craig Sutton who has served as a Project Delivery Manager within the Property Services team at Te Herenga Waka – Victoria University of Wellington for just over two years.

During his time, Craig has consistently demonstrated professionalism, initiative, and a strong commitment to delivering high-quality outcomes. He led a team of three staff and was responsible for overseeing a diverse portfolio of capital and refurbishment projects, all of which were delivered with a focus on time, budget, and stakeholder satisfaction.

Craig's leadership style is inclusive, and results driven. He successfully developed a collaborative environment within his team, empowering his staff to take ownership of their work while ensuring alignment with the broader strategic objectives of the University. His ability to manage competing priorities and maintain composure under pressure has made a significant impact on the team's performance and project outcomes.

I have no hesitation in recommending Craig for future roles in project management.

Sincerely,

David Stevenson  
**Director of Property Services**

26 August 2011

To whom it may concern

I have known Craig Sutton since 2005 when Architectus was engaged by UNITEC and Waitakere City on the Henderson Library and Campus project. Craig took over the Facilities Management role for UNITEC on that project. I acted in the role of Project Director representing our company's involvement in the project.

In that role I had frequent and regular contact with Craig and we have developed a very sound professional and personal relationship.

Craig came to the project new to UNITEC and I was immediately impressed by his ability to adapt to a new job and his commitment to resolving outstanding issues on the project.

Subsequently I have worked with Craig on a number of projects on the Carrington Campus including the conversion of an existing building into a student information centre; the refurbishment of a heritage building to accommodate the executive and administrative teams, and the conversion of the old gymnasium into studio teaching space. We are currently working together on a number of other refurbishment projects aimed at rationalising the teaching, research and workshop space needs of the Design faculty.

Craig's role has involved the coordination of client inputs into these projects; the engagement of the consultants required to deliver them and overseeing the tendering and construction processes in conjunction with the project managers and consultants.

In my experience Craig has always discharged his responsibilities on these projects in a thoroughly professional manner. His responses have been timely and he has always acted reasonably and fairly in all circumstances.

On a personal level, Craig has been very personable in my dealings with him.

Based on the above I have no hesitation in commending Craig's professionalism and commitment.

Yours sincerely,



Malcolm Bowes  
Architect / Director  
Architectus Bowes Clifford Thomson Ltd

Architecture  
Urban Design  
Planning  
Interior Architecture

Architectus Auckland  
Level 2 3-13 Shortland Street  
PO Box 1401 Shortland Street  
Auckland 1140  
T +64 9 307 5970  
F +64 9 307 5972  
auckland@architectus.co.nz  
www.architectus.co.nz

Auckland  
Brisbane  
Melbourne  
Shanghai  
Sydney



29/06/2006

To whom it might concern.

Craig Sutton

Craig has been employed at Auckland University of Technology within the Campus Development Division for just under two years.

Craig has proven his extensive knowledge and expertise of construction project management process since he commenced employment with AUT. Initially starting on the smaller projects requiring minimal planning and communication skills with AUT staff, he has now successfully completed two large multi million projects. These projects required the development of the brief, commissioning of a consultant team and the project/contract management of the total project. Together with his high level of communications with the user groups and other AUT interested parties, Craig has demonstrated that his is a very competent project manager.

As his manager I would be very sorry to see Craig move on but understand the circumstances for his reasons to leave. I would have no hesitation to re-employing Craig should that occur. If you have any questions I would be happy to be contacted .

A handwritten signature in black ink, appearing to read 'Clark Randrup', written in a cursive style.

Clark Randrup  
Director, Campus Developments



October 2013

**TO WHOM IT MAY CONCERN**  
**Reference: Craig Sutton**

We have completed a number of projects for Unitec since 2008. We have worked with Craig Sutton in his capacity of Manager Projects for the Unitec Facilities Management team on three of these projects.

The earliest project was the "Flexishop 1" building. This building was a pilot for a new approach to delivery of Applied Technology training programmes. The design included a number of sustainability features. Craig was involved initially as the client representative and contributed useful expertise from his background in construction to the buildability aspects of the project. As the project progressed to construction Craig was asked to take on the role of contract administration and undertook contract observation with assistance from one of our graduate staff. Craig proved very able in carrying out his roles and was very considerate in his dealings with us.

The next project was the Wharekai for the Unitec Marae. There were a number of aspects of the project that required careful consultation with stake-holders. Craig took charge of these matters and delivered well-resolved decisions for the design team. Thanks to Craig's contribution the project has been judged a success by the users. The project was included in a recent Property Council Best of Category award (awarded to the Marae development as a whole).

The third project was Stage 3 of the new Unitec campus at Albany. The project control group that had been involved in the previous two stages was no longer involved. Craig took charge of the stakeholder interests and steered the decision processes to a successful outcome.

Craig has covered a number of roles in the projects we have worked on with him, from developing the brief, to bringing together the design teams, to administration of a building contract. He has quietly and effectively managed any difficulties and has demonstrated a professional and considerate approach throughout.

Alastair Kay  
Director

for Kay and Keys Architects Limited

kay & keys architects limited

design for success

**JASMAX**

Architects  
Interior Designers  
Landscape Architects

65 Upper Queen Street  
Box 6648 Auckland 1  
Tel 64 9 366 9626  
Fax 64 9 366 9629  
studio@jasmax.co.nz  
www.jasmax.com

11 May 2006

Auckland University of Technology  
Private Bag 92006  
AUCKLAND



To Whom It May Concern

JASMAX have worked closely with Craig Sutton in his capacity as Project Manager for the AUT WE Lecture Theatre Project.

Craig has been clear and fair in his communication and instruction to JASMAX, the other consultants and the main Contractor, when dealing with construction and contractual issues.

It is evident that Craig brings a high level of experience in building projects which is contributing to the successful management of the project team.

Craig has demonstrated a huge commitment to this project and a clear understanding of the culture within the AUT.

In particular, his success at achieving, within a very short time frame, an agreement by affected users and interested parties within the AUT for an Artwork commission for the new glazing fronting the pedestrian access to the Lecture Theatres.

Yours sincerely  
JASMAX Limited

A handwritten signature in black ink, appearing to read 'Christian Janzen', written in a cursive style.

Christian Janzen  
Practice Director

JASMAX Limited  
Auckland  
Wellington

6 November 2014

To whom it may concern

Level 3  
Shortland Chambers Building  
70 Shortland Street  
Auckland 1010

PO Box 3422, Shortland Street  
Auckland 1140, New Zealand

Ph: 09 379 6174

[www.bbdnz.co.nz](http://www.bbdnz.co.nz)

**Re: CRAIG SUTTON**

I have known Craig Sutton in a professional capacity since 2006. Craig was part of the Facilities Management team which engaged my services on a significant number of refurbishment and development projects within the Unitec Mt Albert and Waitakere Campuses. I was the Director responsible for delivering the firm's Quantity Surveying and Cost Management services to Unitec from inception through to completion. The various projects ranged in value from a few hundred thousand dollars to tens of millions of dollars.

My contact with Craig on the numerous projects was on a regular basis, often planned and structured but sometimes impromptu responding the needs of the project as they arose. Craig's role was to manage and deliver the projects within Unitec's exacting requirements.

My initial impression of Craig was that he was very hard working and immediately rose to the challenge of delivering projects within extremely tight timeframes and within the very complex live Tertiary Education environment. Over the following eight years my view of his professional acumen grew and to this day I still hold his abilities in high regard.

One particularly successful project which comes to mind was a call centre fit-out located within the existing building B172. The project required the planning and co-ordination of many associated decanting and temporary accommodation projects and required delivery within an extremely tight timeframe. Through Craig's organisation and guidance the project team performed as required and, despite a last minute shortening of the programme, the project was delivered on time and well within budget.

Craig has been a firm but fair Client and has always acted with the utmost integrity. He has always seen the value in creating long-term business relationships which have endured and fostered respect and trust. Overall, his approach has been highly professional, exacting and diligent. His goal has always been the successful delivery of the projects entrusted to him by the Unitec Executive.

I would be more than happy to provide an additional verbal reference if so desired and wish Craig all the best for his future endeavours.

Yours faithfully,

**Barnes Beagley Doherr Ltd**



David Doherr  
Director

Mob: 021 806 478  
Email: [davidd@bbdnz.co.nz](mailto:davidd@bbdnz.co.nz)



# Norman Disney & Young

26 November 2014

To whom it may concern

I have known Craig Sutton since 2004 when Norman Disney & Young (NDY) was engaged by AUT on the redevelopment of the WE Lecture Theatres. Craig was AUT's project manager on the project. I acted in the role of acoustic consultant and project coordinator for NDY.

In that role I had weekly meetings with Craig and JASMAX the appointed architects and we developed a strong working and professional relationship. The working environment created by Craig was a relaxed yet project focused and the acoustic design was well integrated into the JASMAX aesthetics and vision.

Even on this first project at AUT it became quickly apparent that Craig's ability to make good decisions quickly resulted in a very effective and fast flowing design team environment. This trait of prompt decision making on projects by Craig has contributed greatly to the relatively large amount of refurbishment work being completed at Unitec in a relatively short amount of time.

These projects have often been completed with different architectural practices leading the design teams. For instance, Architectus delivered the architectural input on a number of projects including the development of a new student information centre; the refurbishment of a number of heritage buildings to accommodate executive and administrative teams; and most recently the IBM delivery centre. Kay and Keys lead by Alistair Kay delivered the award winning Wharekai project. All these projects were very successfully run and were supported by a project environment which facilitated the quick resolution of project issues and challenges. The credit for this positive project environment can be in part awarded to Craig Sutton and his colleagues at Unitec.

Craig's role has involved brief refinement and the coordination of client inputs; the engagement of the consultants required to deliver them the tendering and contractor procurement with the support of colleague project managers and consultants.

In my experience, Craig has always discharged his responsibilities on these projects in a thoroughly professional manner. His responses have been timely, his decisions were prompt and he has always acted reasonably and fairly in all circumstances. In situations where it was thought NDY's service offering could be improved, Craig has always been very straightforward and honest when providing feedback and identifying areas for refinement.

Based on the above, I have no hesitation in supporting Craig's professionalism and commitment to delivering future building projects and I look forward to working with him.

AUCKLAND  
CHRISTCHURCH  
WELLINGTON

SYDNEY  
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BRISBANE  
GOLD COAST  
PERTH  
CANNBERRA  
ADELAIDE  
DARWIN

LONDON

DUBAI

KUALA LUMPUR  
(Licensee)



Yours faithfully,

**NORMAN DISNEY & YOUNG**

Michael Sullivan  
Director



## Chief Executive Award for Outstanding Cross-Unitec Teamwork

WINNER

Craig Sutton

IN RECOGNITION OF AN OUTSTANDING CONTRIBUTION  
TO THE OBJECTIVES AND SUCCESS OF THIS INSTITUTION

Auckland, New Zealand  
This 5th day of December 2013

A handwritten signature in black ink that reads 'Richard M. Cole'.

Chief Executive





Date: 29 August 2014

To whom it may concern.

Reference: Mr Craig Sutton

Craig is currently employed by Unitec, in the role of Manager Project, commencing in November 2006. This role is a direct report to me and is both a hands-on project manager's role and manager of the Facilities Management project office.

Craig has effectively managed the project office during a substantial period of growth and development, across the main Campus at Mt Albert, Waitakere and Northern campus in Albany.

Craig's key areas of responsibility:

- Planning, resourcing, budget and performance of the Project office.
- Developing and managing the Project Office and its operating systems.
- Project office staff training.
- As Project Manager, to manage the approved major and minor capital works program.

One of Craig's key achievements was a key member of the IBM service centre establishment on the Mt Albert campus. Along with a complex construction project, the enabling works was equally complex, if not more so. This involved refurbishment of existing spaces, relocation of a substantial number of staff and teaching activities, all during semester time. This was achieved in a very tight timeline with minimal disruption. Both the enabling and core construction works were completed on time and budget to the satisfaction of all involved. This project team won the CEO's staff award for outstanding cross-functional teamwork in 2014.

Craig has been involved in many and varied projects, forming high performing teams, excellent relationships and excellent results for all stakeholders.

Craig has been a key member of the Facilities management team and my 'right-hand' throughout his time as Manager Projects.

I wish Craig all the very best for his future endeavors.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Glenn Huggard', written over a horizontal line.

Glenn Huggard  
Director  
Facilities Management

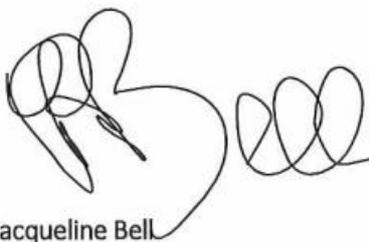


15 December 2016

To whom it may concern,

Craig Sutton, in his engagement for the Ministry of Education over the period of March 2015 to December 2016, has in his capacity of Case / Delivery Manager, been responsible for the completion and /or been responsible for the project delivery set up for the following classroom building projects:

Glendowie Dance Studio  
Takapuna Grammar Arts Building  
Otahuhu Science Block  
Remuera Intermediate Classroom Block  
Hora Hora Primary School Classroom Block  
Mangawhai School relocatable classrooms  
Teen Parents Teaching Unit Kaikohe  
Early Childhood Centre Kaikohe  
TKKM o Kaikohe classrooms  
Bay of Islands College Gymnasium  
Matauri Bay School Classroom Block  
Bay of Islands Academy  
Kaitaia College Bus Bay  
Morningside School Whangarei  
Parua Bay Whangarei  
Oturu School Kaitai  
Te Rangi Aniwana Kaitai  
Kamo Intermediate  
Paparoe School Kaitia  
Whangarei Girls High School  
Taipa area school projects



**Jacqueline Bell**  
Programme Manager  
Capital Works Northern

E: [Jacqueline.bell@education.govt.nz](mailto:Jacqueline.bell@education.govt.nz)

31 August 2011

**To whom it may concern,**

I have known Craig Sutton for approximately six years initially as a consultant providing project management services to the Unitec Facilities Management team and most recently in my capacity as General Manager of Canam Construction, providing construction services for two projects at the Mount Albert Campus.

Throughout all my dealings with Craig I have found him to be a professional well organised team leader and manager. Craig establishes and articulates clear project goals and requirements and provides the required level of support, direction and governance to the team through all phases of the projects I have been involved in. I have found Craig's approach to be measured and considered, and his calm, supportive style is conducive to a quality team outcome. In the pressured environment that many projects are delivered in, these attributes from the project leadership are key to facilitating a successful project outcome.

From my observations Craig is respected by his fellow Unitec project personnel and quickly builds the confidence of other Unitec personnel and other project stakeholders.

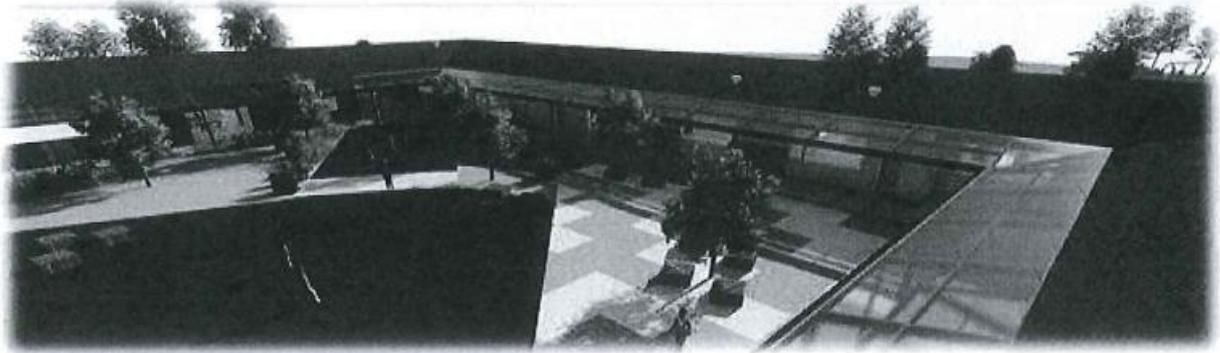
I would be delighted to provide further verbal reference of my dealings with Craig and can be contacted on 836 3069 or 021 546 043.

Yours faithfully  
**CANAM CONSTRUCTION LTD**



**Andrew Clark**  
General Manager

# Tip of the EIS-berg



Wednesday 7 December 2016

## We get the job done

The principal of Hora Hora School is delighted with their nearly completed redevelopment. He provided this feedback to the Capital Works Northern group:

*Can I immediately tell you that what we have received is superb... I recognise superb help and expertise when we receive it. Hence I want to bring to your notice my grateful thanks for the Ministry people I have worked with on this project.*

**Mike Glover.** *Superb. Straight to my face. He has done everything possible to help achieve what we have now got. I will always remember Mike's contribution to our kids future with much appreciation.*

**Sandra Orr.** *I probably caused her a few headaches but again she has been superb. She has worked around some of the glitches we encountered at planning with real understanding and diplomacy.*

**Craig Sutton.** *Always professional and added his practical knowledge to the project. Appreciated.*

Cheers,

Jerome

Jerome Sheppard | Head of Education Infrastructure Service