

Minutes of a meeting of the Council of Te Pūkenga – New Zealand Institute of Skills and Technology (Te Pūkenga Council)

Held on Wednesday 3 May 2023 at 11am at MIT Ōtara campus

Present: Murray Strong (Chair), Sue McCormack (Deputy Chair), Bill Moran, Heath Sawyer, Jeremy Morley, John Brockies, Jordan Gush, Kim Ngārimu, Sam Huggard, Tagaloatele Peggy Fairbairn-Dunlop, Teorongonui Josie Keelan.

In Attendance: Peter Winder (Chief Executive), Rebecca Donne (Council Secretary), Ziena Jalil (Chief of Staff), Gus Gilmore (Deputy Chief Executive Ako Delivery, item 8.3.), Michelle Teirney (Chief Financial Officer, items 9 – 10.).

Apologies: Bill Moran from 2pm.

Open minutes

1. Welcome/Apologies/Notices

The Chair welcomed everyone to the meeting and especially Bill Moran and Sue McCormack as this is their first in person meeting. The Chair noted that Bill Moran will need to leave at 2pm.

2. Administration

2.1. Council calendar and schedule of committees

The committee noted that the Appointment and Remuneration Committee meeting on 4 May 2023 will discuss membership of the Risk and Audit Committee.

2.2. Register of Interests

The register of interests was noted. Sam Huggard noted a potential conflict of interest with a matter on the public excluded agenda which refers to NZEI, and agreed to raise it at that point in the meeting if it becomes relevant.

2.3. Minutes of previous meeting held 5 April 2023

RESOLVED (T.P. Fairbairn-Dunlop/H. Sawyer)

That the Council approve the minutes of Te Pūkenga Council open meeting held on 5 April 2023 as a true and correct record.

CARRIED

There were no matters arising from the minutes.

2.4. Action List – Open

- Action 1 regarding an update to the whakatauki to be inclusive of work-based learning will be addressed at the June meeting.

3. Chief Executive’s Report

The Council received the Chief Executive’s Report which provided an update on current issues, key achievements and highlights arising during the reporting period.

4. Reports from Committees

4.1. *Open minutes (draft) from Te Poari Akoranga held 29 March 2023*

The Council receive the draft minutes of Te Poari Akoranga open meeting held on 29 March 2023.

4.2. *Report and minutes from open session of Interim Learner Advisory Committee held 19 April 2023*

The Council received the report titled ‘Interim Learner Advisory Committee (ILAC) – Unconfirmed Open Minutes – 19 April 2023’; and noted that ILAC were disappointed in the permanent Learner Advisory Committee representation model decided at the April 2023 meeting.

4.3. *Open minutes (draft) from Komiti Māori held 20 April 2023*

The Council received the draft minutes of Komiti Māori open meeting held on 20 April 2023 and noted that as this was a small meeting with only 3 out of 6 members attending, the full Komiti Māori will consider membership and Terms of Reference at its next meeting.

5. Correspondence

Nil.

6. Formal Motion for Moving into Committee

RESOLVED (M. Strong/B. Moran)

That that the public be excluded from the remainder of the meeting. This resolution will be made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) and the particular interests protected by section 9 of the Official Information Act 1982 which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public. The general subject of each matter to be considered while the public is excluded, the reason for passing the resolution in relation to each matter and the specific grounds under section 48(1) of LGOIMA for the passing of the resolution are as follows:

Item	General subject of each matter to be considered	Reason for passing resolution in relation to each matter	Grounds under section 48(1) for the passing of the resolution
7.	Administration		
7.1.	Minutes from public excluded meeting held 5 April 2023	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty. Section 9(2)(i) of the Official Information Act – enable the	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).

Item	General subject of each matter to be considered	Reason for passing resolution in relation to each matter	Grounds under section 48(1) for the passing of the resolution
		organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	
7.2.	Confidential action list	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
8.	Monthly reports		
8.1.	Chief Executive's Report	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
8.2.	Wellbeing and Safety monthly report	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
8.3.	Operational risk	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).

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9.	Financial Reports		
9.1.	Te Pūkenga Financial Report – March 2023	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
10.	Risk and Compliance		
10.1.	Revised Delegations Framework	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
10.2.	2022 Annual Report	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
10.3.	UCOL 2022 Financial Report	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of

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		Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	LGOIMA, as a body to which LGOIMA applies).
11.	Reports from and relating to Committees		
11.1.	Closed minutes (draft) from Te Poari Akoranga held 29 March 2023	Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons. Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities. Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
11.2.	Report and minutes from closed session of Interim Learner Advisory Committee held 19 April 2023	Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons. Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities. Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
11.3.	Report and minutes from closed session of Komiti Māori held 20 April 2023	Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons. Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities. Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).

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		employees of any organisation in the course of their duty.	
11.4.	<p>Report and recommendations from Finance and Capital Investment Committee held 26 April 2023</p> <ul style="list-style-type: none"> Seismic policy Disposal of Bluestone House on Ara Timaru campus <p>Sale of Ara Sevenoaks campus</p>	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
11.5.	<p>Report and recommendations from Risk and Audit Committee held 26 April 2023</p> <ul style="list-style-type: none"> Dissolution financial statements Letters of representation <p>Disestablishment audit proposal letters and audit engagement letters</p>	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
14.	Any other business	<p>9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons.</p> <p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty.</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).

And that certain employees from Te Pūkenga be permitted to remain at the meeting, namely Ziena Jalil, Gus Gilmore, and Michelle Teirney, after the public has been excluded, because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

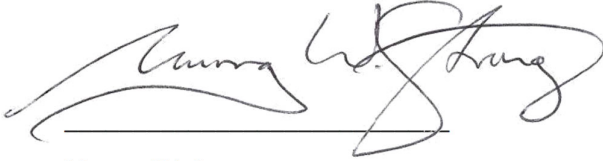
CARRIED

The open session meeting closed at 11.05am and moved into closed session.

The meeting closed at 2.25pm.

Dated: 7 June 2023

Signed as a correct record

A handwritten signature in black ink, appearing to read 'Murray W. Strong', written over a horizontal line.

Murray W. Strong

Chair