

25 October Finance and Capital Investment Committee Meeting



25 October 2023 09:00 AM - 12:00 PM

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7.	Major property projects and high priority buildings programme Inbound communication	11:20 AM-11:25 AM	132
7.1	Major projects update	11:25 AM-11:35 AM	132
7.2	High priority buildings update	11:35 AM-11:45 AM	144
7.3	Seismic Assessment update and plan	11:45 AM-11:55 AM	159
8.	Any other closed business	11:55 AM-12:00 PM	
	Karakia whakakapi and close of meeting		164

Karakia timatanga

Tēnā tātou here are some useful phrases you can use to introduce opening karakia next time you are asked to lead it.

Māku e huaki te wānanga nei.

I'll open our shared space.

Kia huakina te wānanga nei ki te karakia.

May our shared space be opened with karakia.

Kāti anō kia karakia e manawa ora ai te wānanga nei.

It's only fitting that we begin with karakia so we may strengthen our shared space together.

Karakia tīmatanga Opening incantation

Whakarongo rā e Rongo

ki Te Pūkenga

te manawa nei

ki te rongo taketake,

te whiwhia, te rawea

te whiwhi-ā-nuku

whiwhi-ā-rangi

i takea mai i te kāhui o ngā ariki.

kia tūturu ka whakamau ai kia

tina,

Tīna! (everybody)

Hui e?

Tāiki e!

Listen o Rongo
to Te Pūkenga
offering gratitude
for the peace and harmony
that allows us to enjoy
he gifts of the earth
and the heavens
bequests of a higher order.
And bind it firmly,
firmly!
Do we all concur?
We concur!

When someone has led karakia to open a hui, it is seen as respectful for someone else to then thank them for carrying out that duty. Here are some mihi to the kaikarakia you can try next time.

Tēnā koe i tō karakia mai.

Thank you for delivering karakia.

Ka nui te mihi o te manawa ki a koe, i tō karakia mai.

With heartfelt gratitude, thank you for delivering karakia.

Kia waiho mā ēnei kupu e kawē atu te whakamiha ki a koe, i tō karakia mai. Nāu oti, e manawa ora nei te wānanga.

May these words convey my sincerest appreciation to you for delivering karakia. Because of you, our shared space is now strengthened.



Te Pūkenga Council Finance and Capital Investment Committee Register of Interests

As at 18 October 2023

Name	Interest	Nature of Interest
Jeremy Morley Committee Chair	Wellington Free Ambulance	Contractor
	Te Kupenga – Catholic Leadership Institute (A registered PTE)	Contractor
	Racing New Zealand	Director
	Warwick Trust	Settlor, Trustee, and Beneficiary
	YW/Petone Hockey Club Inc	Treasurer
	Wellington Over 60s Cricket	Treasurer
	Wellington Bridge Club incorporated	Honorary Auditor
Murray Strong Ex-officio member	Centre of Digital Excellence of NZ Ltd	Chairman
	Southern Digital Transformation Programme – Te Whatu Ora	Chairman
	Destination Southern Lakes	Independent Chairman
	Digital Interactive Health/MedTech iQ - Dunedin	Independent Chairman
Teorongonui Josie Keelan Member	Te Pūkenga: Unitec	Supervisor
John Brockies Member	Resolve Group Ltd	Director
	Walworth Ltd	Director
Bill Moran	High Performance Sport New Zealand	Director

Member	WorkSafe NZ	Deputy Chair
	Southern Generation LP	Chair
	Pioneer Energy	Director
	Chamber Music at the World's Edge Trust USA	Chair
	Youthtown Inc	Trustee
	Youthtown Foundation	Trustee
	Parliamentary Education Trust	Trustee
	New Zealand Symphony Orchestra Foundation	Trustee
	Iti Kōpara Charitable Trust	Trustee
	Hoops and Life Awahi Trust	Trustee



2023 Schedule of Te Pūkenga Finance and Capital Investment Committee meetings

As at 12 October 2023

Committees

Finance and Capital Investment Committee

Name and role	Meeting dates	Venue
1. Jeremy Morley, Chair 2. Bill Moran, Member 3. Josie Keelan, Member 4. John Brockies, Member 5. Murray Strong, Ex-officio member	22 February 2023	Zoom
	29 March 2023	Zoom
	26 April 2023	Zoom
	31 May 2023	MITO, Wellington
	21 July 2023	Zoom
	29 August 2023	Zoom
	27 September 2023	Zoom
	25 October 2023	MITO, Wellington
	29 November 2023	Zoom



Minutes for 27 September Finance and Capital Investment Committee Meeting

27/09/2023 | 09:00 AM - 12:00 PM - Auckland, Wellington New Zealand Standard Time

Zoom

Attendees (7)

Murray Strong; John Brockies; Jeremy Morley; Teorongonui Josie Keelan; Peter Winder; Michelle Teirney; William Moran

Apologies: John Brockies

Agenda

Open agenda

Karakia timatanga

J. Morley delivered the Karakia.

1. Administration

1.1. Welcome/apologies

J. Brockies was an apology.

1.2. Register of interests

Post-meeting, W. Moran noted that he is no longer a trustee of the Sky City Casino Charitable Trust.

1.3. Schedule of committee membership and meeting dates for 2023

The Committee noted that the October meeting will be held in-person and members will advise of suggested locations.

1.4. Minutes of the open meeting held 29 August 2023

RESOLVED (Jeremy/T.J. Keelan)

That the Committee approve the open minutes of the meeting held on 21 July 2023 as a true and correct record.

CARRIED

1.5. Open action list

No open action items.

1.6. Committee workplan 2023

The Committee agreed on the following adjustments to the workplan:

- the Wellington Property Strategy will be included as part of the Major Building Projects update.
- seismic assessment plan rescheduled for Oct/Nov meeting. The Chief Financial Officer advised that ruled-out properties were not included in the original scope, including marae and that these properties will be dealt with on a campus-by-campus basis.
- delete procurement of PMO item
- updates on the FMIS will be included as part of the regular updates on the Digital Transformation roadmap.
- a formal update on insurance will be provided at the Oct/Nov meeting.

1.7. Delegations

No discussion on delegations.

2. Any other open business

No other open business items.

2.1. Committee membership (verbal discussion)

The Chair noted that this item will be discussed at the October meeting.

3. Resolution to exclude the public

RESOLVED (J.Morley/ M.Strong)

Resolution to exclude the public

It will be moved by the Chair 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) (noting Te Pūkenga Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) 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 and the reason for passing the resolution in relation to each matter are as follows:

Item	General subject of each matter to be considered	Section(s)
4.	Administration	
4.1.	Minutes from closed meeting held 29 August 2023	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
4.2.	Confidential action list	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
5.	Financial matters and strategy reporting	
5.1.	Finance strategy and plan (verbal update)	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
5.2.	Transformation plan (verbal update)	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
5.3.	Financial report	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
5.4.	Crown Loan terms and conditions	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
5.5.	FMIS update	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
6.	Major projects and high priority buildings programme	
6.1.	Monthly project update	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
6.2.	High priority building programme updates	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA
7.	Any other closed business	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA, Section 9(2)(j) OIA
7.1	Initial discussion and scoping for Commercial Strategy	Section 9(2)(b)(ii) OIA, Section 9(2)(i) OIA, Section 9(2)(j)

Interests

Section	Interest
Section 9(2)(b)(ii) OIA	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Section 9(2)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.
Section 9(2)(j)	To enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

The Chair will also move that certain employees from Te Pūkenga be permitted to remain at the meeting, after the public has been excluded, namely Jaala Jacobs, 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.

The open session meeting closed at 9.12am and moved into closed session at 9.13am.

The meeting closed at 10.49am.

Finance and Capital Investment Committee Workplan 2023

Agenda item	April 26	May 31	July 21	August 29	Sept 27	October 25	Nov 29
Financial Matters and Strategy Reporting							
Full Forecast Review		■		■			
Budget Assumptions Review				■		■	
Financial strategy and plan		■	■	■	■	■	■
Insurance renewals			■	■		■	■
Budget 2024 Approval						■	■
Fee setting (including student levy)			■				
Transformation plan				■	■	■	■
Quarterly treasury report	■			■			■
Major Projects and High Priority Buildings							
Monthly Project Updates	■	■	■	■	■	■	■
High Priority Buildings Updates		■	■	■	■	■	■
Seismic Assessment Plan & Policy	■	■				■	
UCOL Block 12 & 6 for construction	■	■			■		
WITT block A & B approval for construction		■					
WelTec Petone B block for construction phase		■			■		
Tranche 2 Approval for 2024					■		
NorthTec Whangarei – Initial Investment Case	■						■
Wellington Footprint Strategy Business case			■				
Auckland City Footprint Strategy & Maritime Move				■		■	
Wellington Property Strategy							■
Capital Asset Management Planning and Assessment							
Five Year Capital Plan Intentions		■					
CAMS assessment			■				
Land Divestment Strategy and Disposal Programme							

Legend: ■ Approval ■ Endorsement to Council ■ Information ■ Not delivered to original schedule

Finance and Capital Investment Committee Workplan 2023

Agenda item	April 26	May 31	July 21	August 29	Sept 27	October 25	Nov 29
Wintec - Hamilton Part A & B Value for sale	■	■					
Property disposals update			■				
Other							
Terms of Reference review			■				

Legend: ■ Approval ■ Endorsement to Council ■ Information ■ Not delivered to original schedule



A3: Council Delegations to Finance and Capital Committee

Ref	Subject	Description	Power to Sub-Delegate?
1.	Policies and frameworks	Ability to review policies that fall within the remit of the Finance and Capital Investment Committee, whether as part of the policy development process (as set out in the Document Development Framework) or otherwise, and approve amendments which are compliance based and do not impact on the strategic direction of Council.	No
2.	Learner fees	To approve standing annual setting of learner fees for existing programmes under legislation, fees for the provision of learner services (known as the Student Services Levy), fees to assist learners suffering exceptional financial hardship and any other fees prescribed by the Finance and Capital Committee.	No
3.	Treasury limits	To approve limits on treasury financial transactions and financial authorities (as set out in the Treasury Policy).	No
4.	Grants or loans	To approve grants or loans to the Chief Executive, any kaimahi, ākonga or any association of kaimahi or ākonga or guarantee any loans to any kaimahi members.	No
5.	Operating Expenditure Budgeted	To authorise expenditure and sign contracts or purchase orders for operating expenditure within the Council approved budget and where the expenditure aligns with the investment plan.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
6.	Operating Expenditure Unbudgeted	To authorise expenditure and sign contracts or purchase orders for operating expenditure in excess of the Council approved budget, where the expenditure aligns with the investment plan	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
7.	Capital Expenditure Budgeted	To authorise expenditure and sign contracts or purchase orders for capital expenditure within the Council approved budget and where there is a robust business plan that supports the expenditure which is aligned with the investment plan.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
8.	Capital Expenditure Unbudgeted	To authorise individual unbudgeted capital expenditure proposals.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
9.	Tenders for Capital or Operational Expenditure	To accept a tender for an approved capital or operational expenditure project.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
10.	Ad hoc	Such ad hoc delegations as authorised by Council from time to time	No

2024 Schedule of Te Pūkenga Council Finance and Capital Investment Committee meetings

As at 20 October 2024

Finance and Capital Investment Committee – proposed dates

Name	Role	Meeting dates	Venue
1. Jeremy Morley	Chair	Friday 26 January	TBC
2. Bill Moran	Member	Friday 1 March (if required)	Online
3. Josie Keelan	Member	Thursday 28 March	TBC
4. John Brockies	Member	Monday 29 April	Online
5. Murray Strong	Ex officio member	Friday 24 May	TBC
		Monday 1 July	Online
		Friday 26 July	TBC
		Friday 30 August	Online
		Friday 27 September	TBC
		Friday 25 October	Online
		Friday 29 November	TBC



Te Pūkenga Council Finance and Capital Investment Committee Meeting

3. Resolution to exclude the public

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4.3.	Summary of recommendations for this meeting	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.	General operational update from the Chief Executive/Chief Financial Officer	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.	Financial matters and strategy reporting	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.1.	Finance strategy and plan update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.2.	Update on Crown loan completion	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA

Item	General subject of each matter to be considered	Section(s)
6.3.	Transformation plan	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.4.	FMIS update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.5	Financial report	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.6	Budget 2024 Approval	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.7	Insurance renewals	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.8	Open Polytechnic Auckland International Campus	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.9	2022 Tribal benchmarking	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
7.	Major property projects and high priority buildings programme	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
7.1.	Monthly project update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
7.2.	High priority building programme update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
7.3	Seismic Assessment update and plan	Section 9(2)(b)(ii) OIA

Item	General subject of each matter to be considered	Section(s)
		Section 9(2)(i) OIA Section 9(2)(j) OIA
8.	Any other closed business	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA

Interests

Section	Interest
Section 9(2)(b)(ii) OIA	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Section 9(2)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.
Section 9(2)(j)	To enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

And certain employees from Te Pūkenga be permitted to remain at the meeting, after the public has been excluded, namely Jaala Jacobs, Grant McPhail, and Katherine Harbrow, 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.