

# Te Pūkenga Council Meeting

## Taipitopito | Details

Te rā   Date	Wednesday 3 May 2023
Te wā   Time	11.00am – 3.00pm
Te wāhi   Location	MIT Ōtara campus, Auckland

## Te hunga i tae mai | Attendance

Ngā tāngata i tae atu   Attendees	Bill Moran, Heath Sawyer, Jeremy Morley, John Brockies, Jordan Gush, Kim Ngārimu, Murray Strong, Sam Huggard, Sue McCormack, Tagaloatele Peggy Fairbairn-Dunlop, Teorongonui Josie Keelan
Ngā tāngata i tamō   Apologies	Bill Moran from 2pm
In attendance	Peter Winder (Chief Executive), ELT
Heamana   Chair	Murray Strong
Ngā meneti   Minutes	Rebecca Donne (Council Secretary)

## Rārangi take | Open Agenda

Nama take   Agenda item	
	Karakia timatanga
1.	Welcome/apologies/notices
<b>2.</b>	<b>Administration</b>
2.1.	Council membership, calendar and schedule of committees
2.2.	Register of interests
2.3.	Minutes (draft) of the meeting held 5 April 2023 (ordinary meeting)
2.4.	Open action list
<b>3.</b>	<b>Monthly reports</b>
3.1.	Chief Executive's report
<b>4.</b>	<b>Reports from Committees</b>

4.1.	Open minutes (draft) from Te Poari Akoranga held 29 March 2023
4.2.	Report and minutes from open session of Interim Learner Advisory Committee held 19 April 2023
4.3.	Open minutes (draft) from Komiti Māori held 20 April 2023
<b>5.</b>	<b>Correspondence</b>
5.1.	Nil
<b>6.</b>	<b>Formal motion for exclusion of public</b>

## Rārangi take | Closed Agenda

Nama take   Agenda item	
<b>7.</b>	<b>Administration</b>
7.1.	Minutes (draft) from public excluded meeting held 5 April 2023 (ordinary meeting)
7.2.	Confidential action list
<b>8.</b>	<b>Monthly reports</b>
8.1.	Chief Executive's report
8.2.	Wellbeing and Safety monthly report
8.3.	Operational risk (verbal update)
<b>Lunch break</b>	
<b>9.</b>	<b>Financial reports</b>
9.1.	Te Pūkenga Financial Report – March 2023
<b>10.</b>	<b>Risk and compliance</b>
10.1.	Revised Delegations Framework
10.2.	2022 Annual Report
10.3.	UCOL 2022 Financial Report
<b>11.</b>	<b>Reports from and relating to Committees</b>
11.1.	Closed minutes (draft) from Te Poari Akoranga held 29 March 2023

11.2. Report and minutes from closed session of Interim Learner Advisory Committee held 19 April 2023
11.3. Report and minutes from closed session of Komiti Māori held 20 April 2023
11.4. Report and recommendations from Finance and Capital Investment Committee held 26 April 2023 <ul style="list-style-type: none"> <li>• Seismic policy</li> <li>• Disposal of Bluestone House on Ara Timaru campus</li> <li>• Sale of Ara Sevenoaks campus</li> </ul>
11.5. Report and recommendations from Risk and Audit Committee held 26 April 2023 <ul style="list-style-type: none"> <li>• Dissolution financial statements</li> <li>• Letters of representation</li> <li>• Disestablishment audit proposal letters and audit engagement letters</li> </ul>
<b>12. Correspondence (inwards)</b>
12.1. Nil
<b>13. Correspondence (outwards)</b>
13.1. Nil
<b>14. Any other business</b>
<b>15. Formal motion for moving out of public excluded agenda</b>
Karakia whakakapi and close of meeting

## Te Pūkenga Karakia

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 tīnā,  
Tīnā!  
Hui e?  
Tāiki e!

Listen o Rongo  
to Te Pūkenga  
offering gratitude  
for the peace and harmony  
that allows us to enjoy,  
the gifts of the earth  
and the heavens  
bequests of a higher order.

and bind them firmly.  
Firmly!  
Do we all concur?  
We concur!

# 1. Welcome/Apologies/Notices

Presented by Murray Strong

## 2. Administration

Presented by Murray Strong

## Te Pūkenga Council member terms

Member	Start date	Current term ends	Appointed by
Murray Strong (Chair)	1 April 2020	31 March 2024	Minister of Education
Heath Sawyer	4 October 2021	The earlier of either: i. the election of the Kaimahi Advisory Committee, due to take place in Q3 2023; or ii. 30 September 2023.	Interim Staff Committee nomination
Jordan Gush	4 October 2021	The earlier of either: i. the election of the Learner Advisory Committee, due to take place in Q3 2023; or ii. 30 September 2023.	Interim Learner Committee nomination
Dr Teorongonui Josie Keelan	2 November 2021	The earlier of either: i. the appointment of members of the Māori advisory committee as required by s.325(1) of the Education and Training Act 2020; or ii. 30 September 2023	Komiti Māori nomination
Kim Ngārimu	1 April 2020	31 March 2024	Minister of Education
John Brockies	18 June 2020	31 March 2024	Minister of Education
Tagaloatele Peggy Fairbairn-Dunlop	1 April 2021	31 March 2025	Minister of Education
Jeremy Morley	1 September 2022	31 August 2025	Minister of Education
Sam Huggard	1 April 2020	31 March 2026	Minister of Education
Sue McCormack (Deputy Chair)	1 April 2023	31 March 2027	Minister of Education
Bill Moran	1 April 2023	31 March 2027	Minister of Education

2.1. Council membership, calendar and schedule of committees

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
S	1 New Year's Day									1			S
M	2 Day After New Year's Day				1					2			M
T	3 New Year's Day Observed				2 ILAC / TPA - RMRPG			1 TPA - RMRPG		3 TPA - RMRPG			T
W	4	1	1 Council meeting		3 Council meeting / Te Poari Akoranga			2 Council meeting		4 Council meeting	1 Council meeting		W
T	5	2			4 Council workshop / RemCo	1		3		5 TPA - AKO	2 TPA - AKO		T
F	6	3	3		5 IKAC	2		4	1	6	3	1	F
S	7	4	4	1	6	3	1	5	2	7	4	2	S
S	8	5	5	2	7	4	2	6	3	8	5	3	S
M	9	6 Waitangi Day	6	3	8	5 King's birthday		7	4	9	6	4 Westland anniversary	M
T	10	7 TPA - RMRPG	7 TPA - RMRPG	4 TPA - RMRPG	9	6 TPA - RMRPG	4 TPA - RMRPG	8	5 TPA - RMRPG	10 TPA - QUALITY	7 TPA - RMRPG	5 TPA - RMRPG	T
W	11	8 TPA - QUALITY	8 TPA - QUALITY	5 Council meeting / TPA - QUALITY	10 TPA - QUALITY	7 Council meeting / Te Poari Akoranga	5 Council meeting / TPA QUALITY	9 TPA - QUALITY	6 Council meeting	11	8 TPA - QUALITY	6 Council meeting	W
T	12	9 Council meeting	9 TPA - AKO	6	24 Komiti Māori (TBC)	8		10	7 Council workshop	12	9	7	T
F	13	10	10	7 Good Friday	25 Komiti Māori (TBC)	9		11	8	13	10	8	F
S	14	11	11	8	13	10	8	12	9	14	11	9	S
S	15	12	12	9	14	11	9	13	10	15	12	10	S
M	16	13	13 Taranaki anniversary	10 Easter Monday	15	12		14	11	16	13	11	M
T	17	14	14	11 Southland anniversary	16	13		15	12	17	14	12	T
W	18	15 TPA - APPROVALS	15		17 TPA - APPROVALS	14 TPA - QUALITY	12 Te Poari Akoranga	16 Te Poari Akoranga	13 TPA - QUALITY	18 TPA - APPROVALS	15 TPA - APPROVALS	13 TPA - QUALITY	W
T	19	16 TPA - AKO	16	13 TPA - AKO	18 TPA - AKO	15		17	14	19	16	14	T
F	20	17	17	14	19	16	14 Matariki	18	15	20 Hawke's Bay anniversary	17 Canterbury anniversary	15	F
S	21	18	18	15	20	17	15	19	16	21	18	16	S
S	22	19	19	16	21	18	16	20	17	22	19	17	S
M	23 Wellington Anniversary	20	20 Otago anniversary	17	22	19	17	21	18	23 Labour Day	20	18	M
T	24	21	21	18	23	20	18	22	19	24 Learner Advisory Committee	21	19	T
W	25 Q4 report out of cycle	22 RAC / FinCap / Te Poari Akoranga	22 TPA - APPROVALS	19 ILAC / TPA - APPROVALS	24	21 ILAC / TPA - APPROVALS	19 TPA - APPROVALS	23 ILAC / TPA - APPROVALS	20 Te Poari Akoranga	25 Fincap - Q3 Report / Te Poari Akoranga	22 Te Poari Akoranga	20 TPA - APPROVALS	W
T	26 TPA - AKO	23	23	20 Komiti Māori	25	22 AC (KM) / TPA - AKO	20	24 Komiti Māori	21	26 Komiti Māori	23 HSW	21	T
F	27	24 TPA - APPEALS	24		26	23 IKAC	21	25 IKAC	22 HSW	27 Kaimahi Advisory Committee	24	22	F
S	28	25	25	22	27	24	22	26	23	28	25	23	S
S	29	26	26	23	28	25	23	27	24	29	26	24	S
M	30 Auckland/Nelson Anniversary	27	27	24	29	26 HSW	24	28	25 South Canterbury anniversary	30 Marlborough anniversary	27 Chatham Islands anniversary	25 Christmas Day	M
T	31	28	28	25 ANZAC day	30	27	25	29	26	31	28	26 Boxing Day	T
W			29 Fincap / RAC / HSW / Te Poari Akoranga	26 RAC / Fincap - Q1 & annual report	31 FinCap	28 Fincap / RAC	26 FinCap	30 RAC / Fincap - Q2 report	27 Fincap / TPA - APPROVALS		29 Fincap / RAC	27	W
T			30 RemCo	27		29 RemCo	27 TPA - AKO	31 TPA - AKO	28 RemCo		30 RemCo	28	T
F			31	28		30	28		29			29	F
S				29			29		30			30	S
S				30			30					31	S
M							31						M

Weekends / Public Holidays  
School Holidays

Council meeting / workshop  
FinCap  
(Finance and Capital Investment Committee)

FinCap / Risk and Audit Committee  
RemCo  
(Appointment and Remuneration Committee)

Health Safety & Wellbeing  
Te Poari Akoranga & Committees

ILAC / LAC  
IKAC / KAC  
Komiti Māori  
Learner Advisory Committee  
Kaimahi Advisory Committee

2.1. Council membership, calendar and schedule of committees  
**2023 Schedule of Committees of Te Pūkenga Council**  
**as at 27 April 2023**

**Risk and Audit Committee**

Name	Role	Meeting Dates
1. John Brockies	Chair	<del>22 February 2023</del>
2. Jeremy Morley	Member	<del>29 March 2023</del>
3. Sue McCormack	Member	<del>26 April 2023</del>
4. Murray Strong	Ex-officio member	28 June 2023
		30 August 2023
		29 November 2023

**Finance and Capital Investment Committee**

Name	Role	Meeting Dates
1. Jeremy Morley	Chair	<del>22 February 2023</del>
2. John Brockies	Member	<del>29 March 2023</del>
3. Josie Keelan	Member	<del>26 April 2023</del>
4. Bill Moran	Member	31 May 2023
5. Murray Strong	Ex-officio member	28 June 2023
		26 July 2023
		30 August 2023
		27 September 2023
		25 October 2023
		29 November 2023

**Health, Safety and Wellbeing Committee**

Name	Role	Meeting Dates
1. Sam Huggard	Chair	<del>29 March 2023</del>
2. Peggy Fairbairn-Dunlop	Member	26 June 2023
3. Josie Keelan	Member	22 September 2023
4. Heath Sawyer	Member	23 November 2023
5. Murray Strong	Ex-officio member	

**Appointment and Remuneration Committee**

Name	Role	Meeting Dates
1. Sue McCormack	Chair	<del>30 March 2023</del>
2. Kim Ngārimu	Member	4 May 2023
3. Murray Strong	Member	29 June 2023
		28 September 2023
		30 November 2023

2.1. Council membership, calendar and schedule of committees

**Interim Learner Advisory Committee (ILAC)**

Name	Role	Meeting Dates
1. Jordan Gush	Co-Chair	19 April 2023
2. Dahrian Watene	Co-Chair	2 May 2023
3. Henry Geary	Member	21 June 2023
4. Nina Lee Griffith	Member	23 August 2023
5. Ezra Tamati	Member	
6. Skyla Flower	Member	

**Learner Advisory Committee (LAC)**

Name	Role	Meeting Dates
TBC	TBC	24 October 2023

**Interim Kaimahi Advisory Committee (IKAC)**

Name	Role	Meeting Dates
1. Heath Sawyer	Co-Chair	5 May 2023
2. Nippy Paea	Co-Chair	23 June 2023
3. Andrea Armstrong	Member	25 August 2023
4. Ang Cooper	Member	
5. Barry Paterson	Member	
6. Craig Ludlow	Member	
7. Henry Ma'alo	Member	
8. Ian MacDonald	Member	
9. Jessica Costall	Member	
10. Jody Takimoana	Member	
11. Linda Aumua	Member	
12. Mary-Liz Broadley	Member	
13. Ramari Raureti	Member	
14. Rhys Thurston	Member	
15. Scott Casley	Member	
16. Warwick Shillito	Member	
17. Keri Youngman	Member	
18. Ali Bahmad	Member	

**Kaimahi Advisory Committee (KAC)**

Name	Role	Meeting Dates
TBC	TBC	27 October 2023

**Interim Māori Advisory Committee (Komiti Māori)**

Name	Role	Meeting Dates
1. Teorongonui Josie Keelan	Co-Chair	20 April 2023
2. Bentham Ohia	Co-Chair	11-12 May 2023 (TBC)
3. Ramari Raureti	Member (IKAC Rep)	22 June 2023
4. Glenda Taituha	Member	24 August 2023
5. Jasmine Te Hira	Member	
6. Dahrian Watene	Member (ILAC Rep)	

## 2.1. Council membership, calendar and schedule of committees

**Māori Advisory Committee (Komiti Māori)**

Name	Role	Meeting Dates – TENTATIVE
TBC	TBC	26 October 2023

**Te Poari Akoranga**

Name	Role	Meeting Dates
1. Megan Gibbons	Co-Chair	<del>22 February 2023</del>
2. Kieran Hewitson	Co-Chair	<del>29 March 2023</del>
3. Michael Alsford	Member (Co-Chair Te Ohu Whakahaere Ako)	3 May 2023 7 June 2023
4. Linda Aumua	Member (IKAC Rep)	12 July 2023
5. Fiona Beals	Member (Co-Chair Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate)	16 August 2023 20 September 2023 25 October 2023 22 November 2023
6. Te Urikore Biddle	Member	
7. Mary-Liz Broadley	Member (IKAC Rep)	
8. Glynnis Brook	Member (Co-Chair Te Ohu Whakahaere [Academic] Appeals)	
9. Te Wai Collins	Member (Co-Chair Te Ohu Whakahaere Ako)	
10. Hamish Duncan	Member (ILAC Rep)	
11. Henry Geary	Member (ILAC Rep)	
12. Annemarie Gillies	Member (Co-Chair Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate)	
13. Kim Isherwood	Member (Co-Chair Te Ohu Whakahaere Quality)	
14. Diane Lithgow	Member (Co-Chair Te Ohu Whakahaere Approvals)	
15. Doug Pouwhare	Member (Co-Chair Te Ohu Whakahaere Approvals)	
16. Jasmine Te Hira	Member (Kōmiti Māori Rep)	
17. Deborah Young	Co-Member (Co-Chair Te Ohu Whakahaere Quality)	
18. Peggy Fairbairn-Dunlop	Non-speaking member	

Also note Te Poari Akoranga sub-committees TPA – RMRPG, TPA – AKO, TPA – QUALITY, TPA – APPROVALS, TPA – APPEALS, TPA – ORITETANGA meet on dates noted in the Governance Calendar

# Te Pūkenga Council Register of Interests

As at 27 April 2023

Name	Interest	Nature of Interest
<b>Murray Strong</b> Chair	Centre of Digital Excellence of NZ Ltd	Chairman
	Southern Digital Transformation Programme – Te Whatu Ora	Chairman
<b>Sue McCormack</b> Deputy Chair	Kiwirail	Deputy Chair
	Canterbury Earthquakes Insurance Tribunal	Judicial Officer
	University of Canterbury	Past Chancellor
	Dress for Success	Honorary solicitor
<b>Heath Sawyer</b> Member	Te Pūkenga staff member	Employee
<b>Jordan Gush</b> Member	Nil	
<b>Teorongonui Josie Keelan</b> Member	Te Pūkenga: Unitec	Supervisor
<b>Kim Ngārimu</b> Member	Medical Council of New Zealand	Council member
	Waitangi Tribunal	Member
	Te Māngai Pāhō Māori Broadcasting Funding Agency	Board member
	NTK Limited and Tāua Ltd	Director and shareholder
	Herewini Te Koha, Previous CE of Te Rūnanganui o Ngāti Porou, signatory to regional submissions on RoVE	Ex-Husband
	Evolution Healthcare	Director
	Ministry of Health and Waka Kotahi (consulting contracts with Tāua Ltd)	Consultant

## 2.2. Register of interests

<b>John Brockies</b> Member	Resolve Group Ltd	Director
	Walworth Ltd	Director
<b>Tagaloatele Dr Peggy Fairbairn-Dunlop</b> Member	UNESCO	Contractor
	Vinepa Trust	Patron, Board Member
<b>Jeremy Morley</b> Member	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
<b>Sam Huggard</b> Member	350 Aotearoa Charitable Trust	Trustee
	Ministerial Strategic Advisory Group on Trade	Member
	New Zealand Educational Institute Te Riu Roa	Employee
<b>Bill Moran</b> Member	Sport New Zealand	Chair
	High Performance Sport New Zealand	Chair
	NZ Sports Foundation	Chair
	WorkSafe NZ	Deputy Chair
	Community Trust South	Chair
	Southern Generation LP	Chair
	Pioneer Energy	Director
	Chamber Music at the World's Edge Trust USA	Chair
	Youthtown Inc	Trustee

## 2.2. Register of interests

	Youthtown Foundation	Trustee
	Sky City Casino Charitable Trust Queenstown	Trustee
	Parliamentary Education Trust	Trustee
	New Zealand Symphony Orchestra Foundation	Trustee

### Interests Declaration – All Members

Name	Interest	Nature of interest	Date notified
All members	Deed of Indemnity executed on behalf of the Company (in the form approved by NZIST Council on 1 April 2020) indemnifying each Director in respect of the matters stipulated in the Deed.	Indemnified person, as defined in the Deed.	1 April 2020

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

### Held on Wednesday 5 April 2023 at 1pm via Zoom Videoconference

**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.

**In Attendance:** Peter Winder (Chief Executive), Rebecca Donne (Council Secretary), Ziena Jalil (Chief of Staff), Keri-Anne Tane (Chief People Officer, items 1. – 7., 9.2., 10.6.), Teresa Pollard (Chief Digital Officer, items 1. – 7.), Kieran Hewitson (Te Poari Akoranga Co-Chair, items 4.1., 10.1. and 10.2.)

**Apologies:** Dr Teorongonui Josie Keelan

### Open minutes

#### 1. Welcome/Apologies/Notices

Kim Ngārimu welcomed new Council members Sue McCormack and Bill Moran to the meeting, and all Council members and staff present introduced themselves.

The Chair noted apologies from Dr Teorongonui Josie Keelan.

#### 2. Administration

##### 7.1. Council Calendar and Schedule of Committees

Council members noted the addition of the terms for all members, and the schedule of meetings for the remainder of the year. The Chair advised that the Appointment and Remuneration Committee will look to appoint a replacement for Kim Ngārimu on the Risk and Audit Committee.

##### 7.2. Register of Interests

The register of interests was noted and no conflicts with matters on the agenda were declared.

##### 7.3. Minutes of previous meeting held 1 Month 2023 (ordinary meeting)

**RESOLVED** (M. Strong/K. Ngārimu)

That the Council approve the minutes of Te Pūkenga Council open meeting held on 1 March 2023 as a true and correct record.

**CARRIED**

There were no matters arising from the open minutes.

##### 7.4. Resolution to receive all reports from February and March 2023

**RESOLVED** (M. Strong/J. Morley)

That Te Pūkenga Council (the Council):

2.3. Open minutes (draft) of the meeting held 5 April 2023 (ordinary meeting)

- a. Receive the report named 'Open reports from February and March 2023'; and
- b. Receive all reports provided for noting on the open agenda on 9 February 2023 and 1 March 2023.

**CARRIED**

#### **7.5. Action List – Open**

The action item for the Deputy Chief Executive Tiriti Outcomes to consider an update to the whakatauki will be held open to be addressed at the June meeting.

### **3. Chief Executive's Report**

The Chief Executive updated the Council that new leadership teams are in place for the People Culture and Wellbeing and Digital teams. Consultation has finished for the Finance team and recruitment will start next week. Appointments were made last week for the regional co-leaders in Rohe 1.

**RESOLVED** (M. Strong)

That Te Pūkenga Council (the Council) note the update on current issues, key achievements and highlights arising during the reporting period.

**CARRIED**

### **4. Reports from Committees**

#### **7.6. Verbal update from Te Poari Akoranga held 29 March 2023**

The Co-Chair of Te Poari Akoranga updated the Council that all the Ohu Whakahaere (subcommittees of Te Poari Akoranga) are now stood up. The Approvals Ohu has had a large volume of work recently and has had some resignations, so the workload is being reviewed and the five vacant roles are being filled.

**RESOLVED** (M. Strong)

That Te Pūkenga Council (the Council) receive the verbal update from Te Poari Akoranga from the meeting held on 29 March 2023.

**CARRIED**

### **5. Business divisions**

#### **7.7. Delegation for network graduation**

**RESOLVED** (T.P. Fairbairn-Dunlop/S. Huggard)

That Te Pūkenga Council:

- a. Receive the report;
- b. Approve delegation of graduation events to Peter Winder, Te Pūkenga Chief Executive to confirm Te Pūkenga attendee where no Council member can attend;
- c. Approve delegation of graduations to Regional Director co-leads once in position;
- d. Ratify the delegations which have already taken place in late 2022 and 2023; and
- e. Note the future graduation dates confirmed so far for 2023..

**CARRIED**

## 6. Correspondence

Nil.

## 7. Formal Motion for Moving into Committee

**RESOLVED** (M. Strong/J. Gush)

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
8.	<b>Administration</b>		
8.1.	Minutes from public excluded meeting held 1 March 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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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.	Resolution to receive all reports from February and March 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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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.	Confidential action list	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).

2.3. Open minutes (draft) of the meeting held 5 April 2023 (ordinary meeting)

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
		Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	
9.	<b>Monthly reports</b>		
9.1.	Chief Executive’s Report <ul style="list-style-type: none"> <li>Strategic risk register</li> </ul>	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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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).
9.2.	Wellbeing and Safety monthly 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. Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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).
9.3.	Operational risk	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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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.	<b>Reports from and relating to Committees</b>		
10.1.	Closed minutes (draft) from Te Poari Akoranga held 22 February 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	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

2.3. Open minutes (draft) of the meeting held 5 April 2023 (ordinary meeting)

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
		<p>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.</p>	<p>Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
10.2.	<p>Verbal update from Te Poari Akoranga held 29 March 2023</p>	<p>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.</p>	<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).</p>
10.3.	<p>Report and recommendations from Finance and Capital Investment Committee held 29 March 2023</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. 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>	<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).</p>
10.4.	<p>Report and recommendations from Risk and Audit Committee held 29 March 2023</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. 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>	<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).</p>

2.3. Open minutes (draft) of the meeting held 5 April 2023 (ordinary meeting)

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
10.5.	Report and recommendations from Health Safety and Wellbeing Committee held 29 March 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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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).
10.6.	Report and recommendations from Appointment and Remuneration Committee held 30 March 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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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).
<b>11.</b>	<b>Financial reports</b>		
11.1.	Te Pūkenga Consolidated February 2023 update	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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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.	Te Pūkenga 2023 action plan update	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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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).

2.3. Open minutes (draft) of the meeting held 5 April 2023 (ordinary meeting)

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
<b>12.</b>	<b>Correspondence (inwards)</b>		
12.1.	Letter from Minister of Education re approval of Single Stage Business Case for Key Systems funding 3 March 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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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).
12.2.	Letter from Minister of Education re Council appointments 28 March 2023	9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons. 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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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).
<b>13.</b>	<b>Correspondence (outwards)</b>		
13.1.	Letter to Minister of Education re approval of Single Stage Business Case for Key Systems funding 13 March 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 organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	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	9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons. 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	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).

2.3. Open minutes (draft) of the meeting held 5 April 2023 (ordinary meeting)

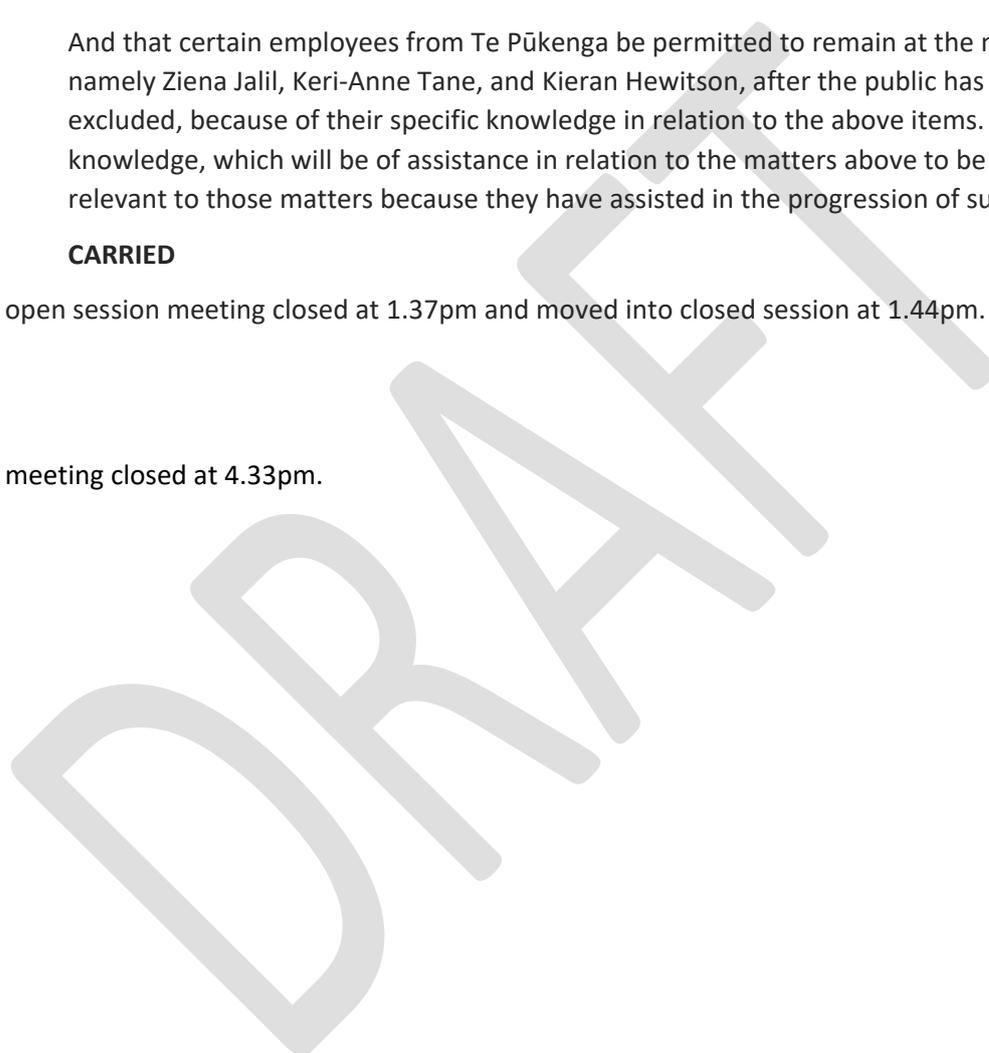
Item	General subject of each matter to be considered	Reason for passing resolution in relation to each matter	Grounds under section 48(1) for the passing of the resolution
		any organisation or employees of any organisation in the course of their duty. Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.	

And that certain employees from Te Pūkenga be permitted to remain at the meeting, namely Ziena Jalil, Keri-Anne Tane, and Kieran Hewitson, 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 1.37pm and moved into closed session at 1.44pm.

The meeting closed at 4.33pm.





# Pūrongo Kaunihera a Te Pūkenga Council Report

3 May 2023

<b>Title</b>	Chief Executive's Report to Council – Open Session
<b>Provided by</b>	Peter Winder, Tumuaki   Chief Executive
<b>For</b>	<b>Information</b>

## Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Council (the Council):

- a. Note the update on current issues, key achievements and highlights arising during the reporting period.

## Kōrero Whakapōpoto | Executive Summary

Since the last Council meeting, we have announced the timeframes for the next phase of consultation to all kaimahi, which will include Academic Centre and Learning Systems (ACLS), Ako Delivery, Learner and Employer Experience and Attraction (LEEA) and Tiriti Outcomes business groups plus some functions within the Office of the Chief Executive (OCE). We will consult on the proposed organisation structure from 12 June for five weeks.

Since my last update to you, we have confirmed seven of the eight Ako Network Directors, appointed regional co-leads for two of our divisions, onboarded the People Culture and Wellbeing and Digital leaders, and commenced recruitment for the Finance and Property leaders.

## Ngā mahi matua i te wā o te pūrono | Key activity during reporting period

The *Manaaki - Cyclone Gabrielle and Auckland floods fund* was established to remove the barriers that impacted ākonga face following the significant weather events so they could continue study and training. The first round of the fund was oversubscribed, and therefore we opened up a second round.

The fund has been an excellent example of collaboration across Te Pūkenga business divisions, led by the Learner Journey team in LEEA, working with Digital, Finance, OCE namely Communications as well as provider-based and work-based business divisions to rapidly establish and implement the fund. Learner feedback has been overwhelmingly positive and we will continue to assess the applications.

Te Pūkenga EIT Hawke's Bay has partnered with the Hastings District Council and the Hastings Health Centre to use their facilities for teaching and learning. The partnership with the Council has provided the School of Nursing a temporary home and enabled more than 100 ākonga to continue their studies.

The announcement regarding the closure of Te Pūkenga Southern Institute of Technology Music and Audio Institute of New Zealand campus in Auckland on 4 April 2023, attracted media queries. As

### 3. Chief Executive's report

indicated at last month's Council meeting, this was not a decision taken lightly and we appreciate the impact that the closure will have on ākongā and kaimahi at the campus. We are providing support as far as possible to kaimahi through the Employee Assistance Programme and working directly with learners to help them complete or redirect their studies.

The decision has reinforced the importance of our work with Ohu Mahi | Workforce Development Councils (WDCs) to design programmes that both meet industry needs and are financially sustainable. We will be working with Toi Mai, the WDC for creative, cultural, recreation and technology sectors, to further advance this.

The recent announcements of redundancies at the University of Otago and Massey University in the face of financial challenges were another reminder of the stress that the tertiary education sector is under. We have felt the same pressures in enrolments and are working on a financial resilience and sustainability plan which we will workshop with Council. Our strategy includes a focus on our learners and their need to access online, on-the-job and on campus training and ensure that their skills are more readily applicable. While we are seeing growing interest from international students, processing of visa applications by Immigration New Zealand remains challenging.

Te Pūkenga will appear before the Education and Workforce Committee (Select Committee) for our annual review on 31 May 2023, following the tabling of our 2022 annual report. This annual review will be the first time that we report on the whole organisation and we are working on compiling information from each business division to respond to the standard 144 pre-hearing questions for 2022.

Since the last Council meeting, we have announced to all kaimahi the timeframes for the next phase of the organisation design consultation. It will commence on 12 June 2023 for five weeks and include the design of four business groups – ACLS, Ako Delivery, LEEA, Tiriti Outcomes – as well as some functions of the OCE. Prior to that consultation, I will be having kanohi ki te kanohi hui with kaimahi around the country and will be joined by my leadership team. It will be a good opportunity to listen and answer any questions that kaimahi may have.

We recently announced the appointment of seven out of eight National Ako Directors, who will take up their new positions throughout April and May 2023.

The seven appointees are:

- Community, Health, Social Services and Education – Dr Angela Beaton (Kirikiriroa)
- Creative, Technology and Recreation – Amanda Whitaker (Waihōpai)
- Engineering, Logistics and Manufacturing – Mike Crossan (Te Whanganui a Tara | Wellington).
- Food and Fibre – Andrea Leslie (Timaru)
- Foundation and Pathways – Koren Hopoi (Tauranga)
- Mātauranga Māori – Layelin Stewart (Te Kuiti)
- Services – Di Lithgow (Tāmaki Makaurau | Auckland)

Recruitment for the remaining National Ako Director role (Construction and Infrastructure) is continuing. We hope to announce this appointment in coming weeks.

We have extended offers to Regional Director Co-Leaders for Rohe 3 | Region 3 and are interviewing applicants for Rohe 4 | Region 4 during the first week of May.

I presented to Komiti Māori and the Interim Learner Advisory Committee last week and shared with them the current issues and priorities for the leadership team including the current financial position, enrolments, our response to the Cyclone, programme unification and mix of provision for 2024, our

### 3. Chief Executive's report

partnerships with Workforce Development Councils (WDCs) as well as pricing/course fees/employer charges for 2024. I also testing our strategic thinking with them, which we will be part of the Vision and Phasing session of the Council workshop. I will meet with the Interim Kaimahi Advisory Committee next week and look forward to continuing regular engagement with these important advisory committees.

During the past month:

- We welcomed the first 30 ākonga of an innovative new cybersecurity qualification with a pōwhiri onto Te Noho Kotahitanga Marae at Unitec | Te Pūkenga. The qualification is a collaboration between Te Pūkenga, Microsoft, Te Whatu Ora and TupuToa. It has been developed to both address the huge growth in demand for cyber security experts and the under-representation of Māori and Pacific people in the tech sector.
- Connexis | Te Pūkenga announced that it is offering ākonga access to a financial assistance fund with grants of up to \$3,000 if they are struggling in their training programme. The money comes from the [Infrastructure Education & Training Charitable Trust](#).
- The Project (current affairs programme on TV3) interviewed a recent graduate of Toi Ohomai | Te Pūkenga. The graduate's son performed an emotional haka at her graduation and the video went viral on Tik Tok. The Herald also covered the story.
- Wintec | Te Pūkenga has set up a new ākonga-assisted health and well-being service for the local community. The service gets patients via referrals from community partners, through Te Kotahi Oranga | Health and Wellness Centre webpage, and word of mouth. The service is free and available for anyone in the community who meets the criteria of needing help in one of four areas- type 2 diabetes, chronic obstructive pulmonary disease (COPD), adult asthma and at risk of falls.
- MITO | Te Pūkenga had 580 secondary school enrolments into micro-credentials last term. The majority of these enrolments are for MITO's StartUp® micro-credential which is an industry-approved introduction to the automotive industry including both eLearning and practical workplace learning, offered to year 11-13 students.

## 4. Reports from Committees



**Te Pūkenga**

## **Te Poari Akoranga (Academic Board) MINUTES – Open** **Wednesday, 29 March 2023**

### **Minutes**

These are the Open minutes of a meeting of Te Poari Akoranga held on Wednesday, 29 March 2023 at 9am, online via Microsoft Teams.

### **Present**

#### **Te Poari Akoranga Members**

Kieran Hewitson (Co-Chair)  
Michael Alsford  
Linda Aumua  
Fiona Beals  
Te Urikore Biddle  
G Brook

Mary-Liz Broadley  
Te Wai Collins  
Henry Geary  
Diane Lithgow  
Deborah Young

Kieran Hewitson chaired the meeting.

### **In Attendance**

Jeanette Fifield, Academic Governance Coordinator, Te Pūkenga.  
Tagaloatele Peggy Fairbairn-Dunlop, Council member, Te Pūkenga (to act as an observer and advisor, where appropriate).

### **Quorum**

The Chair noted that a quorum of members were present at the meeting and declared the meeting open.

#### **1. Karakia Tīmatanga**

The Chair welcomed everyone to the meeting. D Lithgow opened the meeting with a karakia.

#### **2. Welcome / Apologies**

The Chair noted apologies received from M Gibbons, A Gillies and D Pouwhare.

### 3. Administration

#### 3.1 Te Poari Akoranga Calendar and Schedule of Committees 2023

Received for information.

The members have received calendar updates for the scheduled meetings:

- 10 May 2023
- 14 June 2023

Te Ohu Whakahaere Quality Co-chair acknowledged 14 June 2023 was also the scheduled meeting of Te Ohu Whakahaere Quality.

**Action:**

J Fifield will reschedule te ohu meeting date of 14 June 2023 in co-operation with te ohu Co-chair.

There is no meeting of Te Poari Akoranga scheduled in April 2023. The members requested confirmation of a Te Poari Akoranga wananga proposed for the end of April to coincide with members attending an educational quality forum in Wellington.

**Action:**

K Hewitson and M Gibbons to confirm whether Te Poari Akoranga wananga will proceed and will inform the members.

#### 3.2 Te Poari Akoranga | Ohu Whakahaere o te Poari Akoranga

Membership list received for information.

- new membership appointments on ngā ohu acknowledged
- update and inclusion of the membership appointments to Te Ohu Whakahaere Ōritetanga which has been stood-up. The inaugural meeting was held on 24 March 2023.

#### 3.3 Open Minutes of the Previous Meeting Scheduled meeting – 22 February 2023

**Resolution:**

Te Poari Akoranga approved the minutes of the open meeting of Te Poari Akoranga held on 22 February 2023, as a true and accurate record of the meeting.

**Moved:** K Hewitson

**Seconded:** H Geary

**CARRIED**

#### 3.4 Matters Arising

- the scheduled meeting dates of Te Poari Akoranga conflict with Te Pūkenga Council scheduled meetings in May and June 2023. The members accepted the change to the meeting dates as discussed in item 3.1 above
- confirmation sought from Te Poari Akoranga Co-chairs whether or not the proposed wananga Te Poari Akoranga proposed end of April 2023 will proceed

- clarification requested to the Minutes of the last meeting Item 4. Te Pūkenga Council Report Update – bullet point 1 *Council commended the suite of nursing degrees for submission to NZQA*. The members discussed the terms of reference and delegations of Te Ohu Whakahaere Approvals (new programme approval and accreditation levels 1 to 6) and the delegations of Te Poari Akoranga (new degree programme approval and accreditation levels 7 and above).

**Action:**

K Hewitson will seek clarification from M Gibbons. Guidance will be provided to J Fifield to make correction(s) to the minutes for accuracy as appropriate.

#### 4. Te Pūkenga Council Report Update

A verbal update was not available.

#### 5. Ohu Whakahaere o Te Poari Akoranga

##### 5.1 Te Ohu Whakahaere Quality

The members received a verbal update which included:

- overview of te ohu 2023 draft work plan
- two new membership appointments

##### 5.1.1 Draft minutes of the meeting held on 8 February 2023.

The members received the draft minutes of the meeting held on 8 February 2023. The minutes will be approved at the next scheduled meeting on 12 April 2023.

##### 5.2 Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate

The members received a verbal update which included.

- ethics framework
- Research Rangahau Forum working group – commencing work re: research and innovation strategy – presented to te ohu for endorsement
- distribution of the approved Ethics framework to research offices and the network and the implementation plan
- transitional planning
- operational guidance
- welcome to the new members at the meeting held on 7 March 2023.

##### 5.2.1 Draft minutes of the meeting held on 7 March 2023

The members received the draft minutes of the meeting held on 7 March 2023. The minutes will be approved at the next scheduled meeting on 4 April 2023.

For accuracy, M Haggie was present at the meeting and a correction to the minutes will be made.

## 5.3 Te Ohu Whakahaere Approvals

### 5.3.1 Scheduled meeting held on 22 March 2023

The members received a verbal update of the scheduled meeting held on 22 March 2023.

- acknowledgement of the members of te ohu and for their valued mahi and expertise to te ohu
- membership resignation received from L Aumua. Acknowledgement of her expertise and commitment throughout her tenure on te ohu
- a call for seven (7) membership vacancies sent to the network. Applications close 31 March 2023
- WBL new programme approval and accreditations (levels 1-6) submitted for approval
- approval and accreditation of unified programmes (levels 1-6) submitted for approval.

Discussion included:

- concern expressed by Te Poari Akoranga of the volume of work undertaken by te ohu
- stability of membership
- seeking confidence in the current process prior to submission of programmes to te ohu
- reaching out to the network to co-opt existing expertise and specialist knowledge to provide the 'middle layer' of support to te ohu
- consistency of quality assured delivery across the network following NZQA approval
- time pressure placed upon members to approve programme approvals received.

#### **Action:**

D Lithgow, F Beals and G Brook will work together to draft a request to send to the programme development team to provide Te Poari Akoranga with a written report:

- how are the development team providing assurance that there is a robust system in place prior to submission of programme approvals to te ohu?
- Recommend the development team reach out to the network to seek support from existing staff with expertise and specialist knowledge in this space and to share the workload;

D Lithgow et al will send the proposed request to the members by email for acceptance. Te Poari Akoranga Co-chairs will send the request to the development team on behalf of Te Poari Akoranga.

### 5.3.2 Draft minutes of the meeting held on 15 February 2023

The members received the draft minutes of the meeting held on 15 February 2023. The minutes have not yet been formally approved due to the large number of approvals submitted within the meeting time allocation.

## STANDING ITEM

### Te Ohu Whakahaere Approvals – List of programmes approved by NZQA

No update.

#### **Action:**

D Lithgow to provide a list of programmes in development; and timeline of programmes for submission to and approval by Te Poari Akoranga in the next six months.

## 5.4 Te Ohu Whakahaere Academic Appeals

The members received a verbal update.

- two scheduled meetings have been held (February 2023 and December 2022)
- acknowledge and welcomed three (3) new members to the meeting held on 24 February 2023.
- approval granted for te ohu to hold a two day face-to-face hui at Ara | Te Pūkenga, 20-21 April 2023. The agenda will consist of whakawhanaungatanga, review terms of reference, look at policies around appeals and complaints, seeking a Co-chair from the membership, streamlining of appeals processes across the network for consistency and clarity.

### 5.4.1 Draft minutes of the meeting held on 24 February 2023.

The members received the draft minutes of the meeting held on 24 February 2023. The next scheduled meeting will be a two day face-to-face hui scheduled on 20-21 April 2023.

### Minutes of the scheduled meeting held on 20 December 2022

Received for information.

## 5.5 Te Ohu Whakahaere Ako

The members received a verbal update.

- review of Terms of Reference – deferred to Closed session
- acknowledge and welcomed three (3) new members to the meeting held on 9 March 2023
- development of 2023 work plan and initiatives – aligned to 2023 Te Poari Akoranga work plan
- members of te ohu are proactive and committed to contributing to the role and responsibilities of te ohu
- building relationships with business divisions of Te Pūkenga.

Discussion included:

- clarification of Item 5, Modes of Learning, draft minutes of the meeting held 9 March 2023, the context and background

- organising a meeting of ngā ohu Co-chair to understand the roles of each ohu, collaborations, building relationships with each other and te ohu.

**Action:**

For consideration by ngā ohu Co-chairs:

1. Proposal to have regular meets with ngā ohu Co-chairs to gather an understanding of the interdependencies within our collective, understand how we will contribute, build relationships with each other; or
2. Place a Standing Item in the Closed Agenda; or
3. Organise a face-to-face meeting to meet each other and go forward from there.

**5.5.1 Draft minutes of the meeting held on 9 March 2023**

The members received the draft minutes of the meeting held on 9 March 2023. The minutes will be approved at the next scheduled meeting on 13 April 2023.

**5.5.2 Minutes of the scheduled meeting held on 16 February 2023**

Received for information.

**5.6 Te Ohu Whakahaere Ōritetanga**

The members received a verbal update of the inaugural meeting held on 23 March 2023 which included:

- whakawhaungatanga – this will be a Standing Item to support and build on member relationships and trust as an ohu
- T Biddle appointed as Chair
- membership has been drawn across the network with representation across the four regions of Te Pūkenga
- acknowledge member specialist knowledge and skills, working knowledge in teaching and learning, student support, leadership and management
- confirmation of representatives from Learner and Employer Experience and Attraction – W Pitts and S Andersen
- appointment of Learner representatives – pending
- Te Poari Akoranga terms of reference – build fluency and understand the language used
- Te Ohu Whakahaere Ōritetanga terms of reference – understanding the role and responsibility
- scheduled meetings for the remainder of 2023
- network strategies and initiatives to support and develop the te ohu 2023 workplan
- the next scheduled meeting will be held on 17 April 2023, 9.30am-12.30pm, online via Microsoft Teams.

Discussion included:

- lack of visibility in relation to drive for equity woven throughout Te Pūkenga documents and how it is upheld
- glossary of definitions, for example Mana Ōrite versus Ōritetanga to provide an understanding of the meaning
- acknowledge six (6) ohu whakahaere have now been now stood-up.
- provision of ongoing academic governance and administration support to ngā ohu – Deferred to Closed session

**6. Next scheduled meeting**

Wednesday, 10 May 2023, 9am-3pm, online via Microsoft Teams.

**7. Formal Motion for Moving into the Closed session**

The Chair moved the formal motion to move into the Closed session.

**Resolution:**

IT WAS RESOLVED THAT TO THE EXTENT THAT THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 (LGOIMA) MAY APPLY, THE PUBLIC BE EXCLUDED FROM THE CLOSED SESSION OF THE MEETING IN ACCORDANCE WITH SECTION 48(1) OF LGOIMA AND THE PARTICULAR INTERESTS PROTECTED BY SECTION 9 OF THE OFFICIAL INFORMATION ACT 1982 (SPECIFICALLY, TO PROTECT THE PRIVACY OF NATURAL PERSONS AND TO PROTECT INFORMATION WHERE THE MAKING AVAILABLE OF SUCH INFORMATION WOULD BE LIKELY UNREASONABLY TO PREJUDICE THE COMMERCIAL POSITION OF TE PŪKENGA, WHICH WOULD BE PREJUDICED BY THE HOLDING OF THE RELEVANT PARTS OF THE PROCEEDINGS OF THE MEETING IN PUBLIC.

**Moved:** K Hewitson

**Seconded:** M Broadley

**CARRIED**

The Open session closed at 10.20am.

# Pūrongo Kaunihera a Te Pūkenga

## Council Report

3 May 2023

<b>Title</b>	Interim Learner Advisory Committee (ILAC) – Unconfirmed Open Minutes – 19 April 2023
<b>Provided by</b>	Simone Andersen - Kaikōkiri Director Learner with Whanau Engagement
<b>Author</b>	Annie Waterworth – Interim Learner Governance Lead, Learner Journey and Experience
<b>For</b>	Information

### Te Taunaki | Recommendation(s)

It is recommended that the Council:

a.	receive the report titled ‘Interim Learner Advisory Committee (ILAC) – Unconfirmed Open Minutes – 19 April 2023’; and
b.	note the unconfirmed open minutes ( <b>Appendix 1</b> ) for the ILAC meeting that took place on 19 April 2023.

### Te pūtake o tēnei pūrongo | Purpose of this report

- The purpose of this report is for the Council to receive the unconfirmed open minutes (**Appendix 1**) and meeting summary for the Interim Learner Advisory Committee (ILAC) meeting that took place on 19 April 2023.

### Putanga kōrero | Key points

- ILAC received updates on:
  - Draft Te Pūkenga Learner Voice and Partnering Policy.
  - BCITO Apprentice Leadership Group Presentation (ALG).

### Te Pūkenga Draft Learner Voice and Partnering Policy - Update

- The Director Learner Whānau Engagement provided an update on Draft Te Pūkenga Learner Voice and Partnering Policy and ILAC noted the latest iteration, amendments required and the future provision of Practice Guidance.
- ILAC were supportive of the latest iteration of the policy as noted in **Appendix 1** of this report.

### BCITO Apprentice Leadership Group (ALG) – Update

- ILAC member and BCITO apprentice Nina Lee Griffiths had presented to ALG in Wellington on what the Learner Advisory Committee is, and the relevance to learner leadership in BCITO.

Key takeaway points (amongst many) at ALG were:

- How to feel comfortable in having courageous conversations.
- The importance of digital skills.
- Mental health – how to be, and stay informed.



- Understanding what is Te Pūkenga and what it means to be a part of Te Pūkenga.

### Ngā Tāpirihanga | Appendices

**Appendix 1** - Unconfirmed Open Minutes for the Interim Learner Advisory Committee (ILAC) Meeting 19 April 2023.

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## Te Pūkenga Interim Learner Advisory Committee (ILAC) OPEN Minutes

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**Meeting Date:** Wednesday, 19 April 2023

**Meeting Time:** 5.30pm – 8.30pm

**Meeting Venue:** Audio Visual Link

**Members:** Jordan Gush (Co-Chair)  
Dahrian Watene (Co-Chair)  
Nina Lee Griffith  
Ezra Tamati  
Skyla Flower  
Henry Geary

**In attendance:** Peter Winder (Chief Executive)  
Andrew McSweeney (Deputy Chief Executive DCE Learner and Employer Experience and Attraction)  
Simone Andersen (Kaikōkiri Director Learner & Whānau Engagement)  
Annie Waterworth (Senior Implementation Lead)  
Diana Law (Pastoral Care Code Lead)  
Shannon Nearey (Implementation Lead)  
Rebecca Donne (Council Secretary)

**1) Karakia Timatanga**

The meeting was opened at 5.33pm with a Karakia Timatanga from Co-Chair Jordan Gush.

**2) Welcome/apologies**

**Resolved:** (Henry Geary)

Attendees Peter Winder (Chief Executive), Andrew McSweeney (Deputy Chief Executive DCE Learner and Employer Experience and Attraction), Diana Law (Pastoral Care Code Lead) and Rebecca Donne (Council Secretary) were welcomed to the meeting.

Noted that Nina Lee Griffith and Skyla Flower would be late to the meeting due to prior commitments.

Shannon Nearey (Implementation Lead) PCC would join the meeting later to present.

No Apologies.

**3) Administration**

**2.1 Confirmation of Agenda**

**Resolved:** (Henry Geary/Ezra Tamati)

The agenda order be changed to accommodate presenter/guest availability.

**2.2 Register of Interests**

There were no declarations of interest.

**2.3 Confirmation of 8 December 2022 OPEN Interim Learner Advisory Committee Meeting Minutes**

**Resolved:** (Ezra Tamati/Henry Geary)

That ILAC confirm the open minutes of the interim Learner Advisory Committee meeting that took place on 8 December 2022 as a true and correct record.

**4) OPEN Council/Committee/Representative Group Updates**

**Resolved:** (Henry Geary/Ezra Tamati)

That ILAC accept these summaries.

- **Council**

Co-Chair Jordan Gush noted that a summary report outlining the Council's key activities would be tabled in the closed session of the meeting.

- **Komiti Māori**

Co-Chair Dahrian Watene noted that the first meeting of 2023 for Komiti Māori will take place the next day – April 20, 2023.

- **Te Poari Akoranga (TPA)**

Member Henry Geary advised that there is a workshop planned for TPA at the end of next week. Work for TPA has been busy and suggests another ILAC learner sits on TPA to replace the resignation of an ILAC member at the end of 2022.

- **Disability Action Plan Steering Group**

Member Henry Geary noted that he had not heard anything from the group in 2023.

**Action:** Staff to pass on feedback regarding support for ILAC members on Te Poari Akoranga.  
Staff to follow up with the disability action group.

#### 5) Resolution to Exclude the Public

**Resolved:** (Dahrian Watene/Henry Geary)

That the public be excluded from the following parts of the proceedings of this meeting, namely consideration of the public excluded agenda.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows:

General subject of matter to be considered	Reasons for passing this resolution	Ground(s) founder section 48(1) for the passing of this resolution
Public Excluded Minutes – 16 August 2022  Council/Committee/Representative Group Updates (Public Excluded)  General Business/Action List (Public Excluded)	Good reasons to withhold information exists under Section 7 Local Government and Official Information and Meetings Act 1987	Section 48(1)(a)

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

Public Excluded Minutes – 16 August 2022  Council/Committee/Representative Group Updates (Public Excluded)  General Business/Action List (Public Excluded)	To prevent the disclosure or use of official information for improper gain or improper advantage.	Section 7 (2) (j)
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**The meeting returned into an open session at 7.55pm**

## 6) General Business

### INFORM – Simone - Learner Voice and Partnering Policy

- Policy taken as read.
- The policy is currently with ELT for endorsement.
- Looking to take the policy and ākonga rights and responsibilities that support the Pastoral Care Code through the endorsement and approval pathway.
- Staff have undertaken more Kaimahi engagement to ensure those implementing understand their obligations.
- Kaimahi are wanting to see examples of best practice – this will now go into a separate practice guidance document.

### Nina Lee Griffiths – BCITO Apprentice Leadership Group (ALG) Presentation 18.04.2023

- Nina had given a presentation to ALG on what ILAC was and their relevance to learner leadership in BCITO.
- Key takeaway points (amongst many) at ALG were:
  - How to feel comfortable in having courageous conversations
  - The importance of digital skills
  - Mental health – how to be, and stay informed
  - Understanding what Te Pūkenga is and what it means to be a part of Te Pūkenga

### Online wānanga 2<sup>nd</sup> May – investment round and elections

- A calendar invite has been sent to ILAC.
- Megan Gibbons to facilitate.

### Simone – ILAC Update

- Discussion on quorum and representation.
- Farewelled Hamish and Lupe from ILAC in December as they are now employed.
- Showed how ILAC currently represents diverse voice within its current membership.
- Could bring in the Electoral Commission to design and support.
- Update on Manaaki Fund.

### ILAC raised the following points:

- Member Henry Geary can represent disabled as he is part of the Disability Action Plan (DAP).
- Absence of International voice was noted.
- Potential to tap into and use the network International Managers Forum if required.
- ILAC requested confirmation that regions and names of regions are finalised.

**Action:** Staff to confirm what would happen if an elected member was to move region.

Staff to follow up with ILAC International representative Cecily, to confirm status.

### Next ILAC meeting date:

- 2 May online workshop for the investment plan.
- 21 June regular ILAC hui.

**Things to Celebrate:**

- Jordan competed in Apprentice of the Year, won the Wairarapa round and will now go to Nationals in Christchurch.
- Dahrian graduated from an additional qualification.

**Resolved:** (Nina Lee Griffiths/Henry Geary)

That ILAC receive general business updates provided by ILAC Committee members and staff.

**Karakia Whakakapi (Closing Karakia)**

The meeting was closed at with a Karakia Whakakapi.

**The meeting was declared closed at 8.34pm**

Unconfirmed

## Draft Minutes & Actions (open)

### Komiti Māori

<b>Date</b>	20 April 2023
<b>Time</b>	11:04am
<b>Location</b>	Zoom meeting
<b>Member attendees</b>	Teorongonui J Keelan (Co-Chair, Council Member), N J Te Hira, D Watene
<b>Te Pūkenga attendees</b>	Peter Winder – Tumuaki Chief Executive Paora Ammunson – Pourangi Hua Tiriti Deputy Chief Executive, Tiriti Outcomes Kieran Hewitson – Kaikōkiri Tiriti Practice Rebecca Donne – Council Secretary Ebony Duff – Kaitautoko Senior Māori Governance Advisor
<b>Other attendees</b>	Hana Tapiata – Mātauranga Iwi Leaders' Group
<b>Apologies</b>	Bentham Ohia, Ramari Raureti, Glenda Taituha

Agenda item - Kōrero Summary / Key decisions	Actions	By
<b>1. Administration</b>		
<p><b>Karakia</b></p> <ul style="list-style-type: none"> <li>Held by members in their immediate meeting previous.</li> </ul> <p><b>Register of Interest</b></p> <ul style="list-style-type: none"> <li>Teorongonui J Keelan: Remove REA Foundation</li> <li>J Te Hira: Add Kaunuku 2022 Limited (Director/Shareholder)</li> <li><b>ACTION</b> above changes</li> </ul> <p><b>Apologies</b></p> <ul style="list-style-type: none"> <li>B Ohia, R Raureti (closing of Waipa Sawmill), G Taituha (tangihanga)</li> </ul> <p><b>Minutes of previous meeting (open)</b></p> <ul style="list-style-type: none"> <li>Nil matters arising</li> </ul> <p>Komiti Māori:</p> <p>Approved that the minutes of the previous meeting held 9 November 2022 be accepted as a true and correct record.</p> <p><b>Moved:</b> Teorongonui J Keelan <b>Second:</b> D Watene <b>CARRIED</b></p>		
<b>2. General</b>		

4.3. Report and minutes from open session of Komiti Māori held 20 April 2023

Agenda item - Kōrero Summary / Key decisions	Actions	By
<ul style="list-style-type: none"> <li>• First meeting of 2023. Co-Chair Teorongonui J Keelan opened with acknowledgements/mihimihi to:               <ul style="list-style-type: none"> <li>- G Taituha (tangihanga)</li> <li>- Members of Komiti Māori</li> <li>- Te Pūkenga kaimahi</li> </ul> </li> <li>• Co-Chair observed quorum present (3/6) to continue current meeting, but considered it more appropriate to defer discussion on the permanent Māori Advisory Committee draft Terms of Reference and investment plan until the planned two-three day wānanga in May 2023 when more members in attendance               <ul style="list-style-type: none"> <li>- Also requested the year schedule of meetings be confirmed so members can plan accordingly <b>ACTION</b></li> <li>- DCE Tiriti Outcomes, supported by Chief Executive introduced himself to the committee, responded there is still time to work through and refine draft terms of reference and investment plan at May wānanga</li> <li>- DCE Tiriti Outcomes requested:                   <ul style="list-style-type: none"> <li>Planning meeting with Co-Chairs on discussing governance review recommendations, to prepare for further conversations <b>ACTION</b></li> </ul> </li> </ul> </li> </ul> <p>Komiti Māori:</p> <p>Received and noted draft permanent Māori Advisory Committee Terms of Reference.</p> <p><b>Moved:</b> Teorongonui J Keelan</p> <p><b>Seconded:</b> N J Te Hira</p> <p><b>CARRIED</b></p> <p>Ends 11.**am</p>		

**Dated:**

**Signed as a correct record**

\_\_\_\_\_  
**Te Orongonui Josie Keelan**  
 Co-Chair

\_\_\_\_\_  
**Bentham A Ohia**  
 Co-Chair

## 5. Correspondence

**5.1. Nil**

# Te Pūkenga Council Meeting

## Public Excluded Agenda

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) 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
<b>7.</b>	<b>Administration</b>		
7.1.	Minutes from public excluded meeting held 5 April 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).
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).

6. Formal motion for exclusion of public

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
<b>8.</b>	<b>Monthly reports</b>		
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 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).

6. Formal motion for exclusion of public

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
<b>9.</b>	<b>Financial reports</b>		
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).
<b>10.</b>	<b>Risk and compliance</b>		
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).

6. Formal motion for exclusion of public

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
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>	<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).</p>
10.3.	UCOL 2022 Financial 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>	<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).</p>
<b>11.</b>	<b>Reports from and relating to Committees</b>		
11.1.	Closed minutes (draft) from Te Poari Akoranga held 29 March 2023	<p>Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons.</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> <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</p>	<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).</p>

6. Formal motion for exclusion of public

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 or employees of any organisation in the course of their duty.	
11.2.	Report and minutes from closed session of Interim Learner Advisory Committee held 19 April 2023	<p>Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons.</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> <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>	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	<p>Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons.</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> <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>	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).
11.4.	<p>Report and recommendations from Finance and Capital Investment Committee held 26 April 2023</p> <ul style="list-style-type: none"> <li>• Seismic policy</li> </ul>	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	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

## 6. Formal motion for exclusion of public

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
	<ul style="list-style-type: none"> <li>• Disposal of Bluestone House on Ara Timaru campus</li> <li>• Sale of Ara Sevenoaks campus</li> </ul>	<p>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>	<p>specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
11.5.	<p>Report and recommendations from Risk and Audit Committee held 26 April 2023</p> <ul style="list-style-type: none"> <li>• Dissolution financial statements</li> <li>• Letters of representation</li> <li>• Disestablishment audit proposal letters and audit engagement letters</li> </ul>	<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>	<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).</p>
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>	<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).</p>

The Chair will also move that certain employees from Te Pūkenga be permitted to remain at the meeting, 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.

Formal motion for moving out of  
Committee  
For Approval

Whakatuwhera - *Coming out of the formality*

Puritia,  
puritia ngā kōrero o te wānanga  
puritia ki a ū, kia mau  
puritia kia ita  
Unuhia, unuhia atu rā  
Te tapu o te kahui o ngā ariki  
mauria atu rā ko te kahu ora o Rongo  
he rongo taketake  
he rongo mau tonu  
ka whakamau kia tīnā,  
Tīnā!  
Hui e,  
Tāiki e!

Hold fast,  
hold firmly the words of the academy  
cement them firmly  
fixed in the mind.  
Release ourselves  
of the decorum of formality  
let us take up the life-giving cloak of Rongo  
the permanence of peace  
and harmony  
and bind it firmly,  
Firmly!