

# Te Pūkenga Council 6 November 2024 ordinary meeting



Microsoft Teams

06 November 2024 09:00 AM - 02:00 PM

Agenda Topic	Presenter	Time	Page
<a href="#">Karakia timatanga</a>			4
Open Agenda			
1. Welcome/apologies/notices Bill Moran has provided apologies for this meeting.	Sue McCormack		
2. Administration (open)	Sue McCormack	09:00 AM-09:05 AM	5
2.1 <a href="#">Council membership and schedule of committees</a>			5
2.2 <a href="#">Register of interests</a>			12
2.3 <a href="#">Minutes (draft) of the meeting held 10 October 2024 (ordinary meeting)</a>			14
3. Reports from Committees			19
3.1 <a href="#">Report from open portion of Te Poari Akoranga held 25 October 2024</a>	Paora Ammunson	09:05 AM-09:10 AM	19
4. Correspondence There is no correspondence to note on the open portion of the agenda.			
5. He take atu anō   Any other business (open)			
6. <a href="#">Resolution to exclude the public</a>			32
Closed agenda			
7. Administration (closed)	Sue McCormack	09:10 AM-09:15 AM	35
7.1 <a href="#">Minutes of the closed portion of the meeting held 10 October 2024</a>			35
7.2 <a href="#">Ngā mahi hei   Actions</a>			44

8.	Regular reporting			45
8.1	<a href="#">Chief Executive's closed report</a>	Gus Gilmore	09:15 AM-10:15 AM	45
8.2	<a href="#">Wellbeing and Safety bi-monthly report</a>	Garth Gulley	10:15 AM-10:35 AM	55
	Break		10:35 AM-10:45 AM	
9.	Risk and compliance			64
9.1	<a href="#">Risk deep dive: Digital infrastructure and cybersecurity</a>	Paora Ammunson and Sandy Shea	10:45 AM-11:05 AM	64
9.2	<a href="#">Q3 quarterly report to TEC</a>	Ziena Jalil	11:05 AM-11:10 AM	72
9.3	<a href="#">Delegations update</a>	Kara Hiron	11:10 AM-11:15 AM	94
10.	<a href="#">Disestablishment and transition</a>	Phil O'Callaghan and Johnny Tramoundanas-Can	11:15 AM-12:15 PM	102
	Lunch		12:15 PM-12:35 PM	
11.	Reports from and relating to Committees			108
11.1	<a href="#">Report from Health, Safety and Wellbeing Committee meeting held 9 October 2024</a>	Sam Huggard	12:35 PM-12:40 PM	108
11.2	<a href="#">Report from Finance, Risk and Audit Committee meeting held 24 October 2024</a>	Jeremy Morley	12:40 PM-01:10 PM	117
11.3	<a href="#">Report from closed portion of Te Poari Akoranga held 25 October 2024</a>	Paora Ammunson	01:10 PM-01:15 PM	121
11.4	<a href="#">Appointment of permanent observer to Te Poari Akoranga</a>	Sue McCormack	01:15 PM-01:20 PM	122
12.	Inwards correspondence (confidential) There is no confidential inwards correspondence this period.			
13.	Outwards correspondence (confidential) There is no confidential outwards correspondence this period.			
14.	He take atu anō   Any other business (confidential)			
15.	Confirmation of actions from this meeting	Sue McCormack and Rebecca Donne	01:20 PM-01:25 PM	

[Karakia whakakapi](#)

124

Next meeting date: Wednesday 11 December 2024 (online)

# 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,  
Tina! (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 member terms

Member	Start date	Current term ends	Appointed by
Sue McCormack (Acting Chair)	1 April 2023	31 March 2027	Minister of Education
Jordan Gush	4 October 2021	31 December 2024	Interim Learner Committee nomination
Dr Teorongonui Josie Keelan	2 November 2021	31 December 2024	Interim Māori Advisory Committee nomination
Heath Sawyer	4 October 2021	31 December 2024	Interim Staff Committee nomination
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
Bill Moran	1 April 2023	31 March 2027	Minister of Education

## 2024 Schedule of Te Pūkenga Council and Committee meetings

As at 1 November 2024

### Council – confirmed dates

Month	Date	Day	Meeting	Activity	Venue
February	8	Thurs	Council	Ordinary meeting	Wellington
March	14	Thurs	Council	Ordinary meeting	Auckland
April	11	Thurs	Council	Ordinary meeting	Online
May	9	Thurs	Council	Ordinary meeting Disestablishment workshop	Wellington
July	11	Thurs	Council	Ordinary meeting	Online
August	15	Thurs	Council	Ordinary meeting	Auckland
September	12	Thurs	Council	Ordinary meeting	Christchurch
October	10	Thurs	Council	Ordinary meeting	Online
November	6	Weds	Council	Ordinary meeting	Online
December	11	Weds	Council	Ordinary meeting	Online

## Committees

### Finance Risk and Audit Committee – confirmed dates

Name	Role	Meeting dates	Venue
1. Jeremy Morley	Chair	Wednesday 31 January	MIT Ōtara
2. Bill Moran	Member	Wednesday 14 February	Online
3. Josie Keelan	Member	Wednesday 28 February	Online
4. Sam Huggard	Member	Wednesday 27 March	MITO, Wellington
5. John Brockies	Independent member	Friday 26 April	Online
6. Sue McCormack	Ex-officio member	Monday 27 May	Auckland
		Monday 1 July	Online
		Friday 26 July	MITO, Wellington
		Friday 30 August	Online
		Friday 27 September	UCOL, Palmerston North
		Thursday 24 October	Online
		Friday 29 November	Online

### Appointment and Remuneration Committee - confirmed dates

Name	Role	Meeting dates	Venue
1. Bill Moran	Chair	Wednesday 17 January	Online
2. Sam Huggard	Member	Monday 18 March	Online
3. Sue McCormack	Ex-officio member	Thursday 28 November	Online



Health, Safety and Wellbeing Committee - confirmed dates

Name	Role	Meeting dates	Venue
1. Sam Huggard	Chair	<del>Thursday 1 February</del>	Online
2. Peggy Fairbairn-Dunlop	Member	<del>Monday 25 March</del>	Online
3. Josie Keelan	Member	<del>Friday 21 June</del>	Online
4. Heath Sawyer	Member	<del>Wednesday 9 October</del>	Online
5. Jordan Gush	Member	Monday 2 December	Online
6. Sue McCormack	Ex-officio member		



## Advisory Committees

### Advisory Committee Co-Chairs hui

Name	Role	Meeting dates	Venue
Sue McCormack	Council Acting Chair	Friday 23 February	Teams
Gus Gilmore	Chief Executive	Wednesday 17 April	Teams
Jordan Gush	ILAC Co-Chair	Friday 23 August	Teams
Dahrian Watene	ILAC Co-Chair		
Heath Sawyer	IKAC Co-Chair		
Warwick Shillito	IKAC Co-Chair		
Josie Keelan	Komiti Māori Co-Chair		
Bentham Ohia	Komiti Māori Co-Chair		

### Interim Learner Advisory Committee (ILAC)

Name	Role	Meeting dates	Venue
1. Jordan Gush	Co-Chair	Monday 6 May	Online
2. Dahrian Watene	Co-Chair	Monday 24 June	Online
3. Henry Geary	Member	Thursday 29 August	Online
4. Nina Lee Griffith	Member		
5. Ihongaro	Member		
6. Skyla Flower	Member		



Interim Kaimahi Advisory Committee (IKAC)

Name	Role	Meeting dates	Venue
1. Heath Sawyer	Co-Chair	Wednesday 20 March	Online
2. Warwick Shillito	Co-Chair	Monday 22 April	Online
3. Ali Bahmad	Member	Friday 25 May	Online
4. Andrea Armstrong	Member	Monday 17 June	Online
5. Ang Cooper	Member	Tuesday 27 August	Online
6. Barry Paterson	Member		
7. Craig Ludlow	Member		
8. Henry Ma'alo	Member		
9. Jessica Costall	Member		
10. Jody Takimoana	Member		
11. Keri Youngman	Member		
12. Linda Aumua	Member		
13. Mary-Liz Broadley	Member		
14. Ramari Raureti	Member		
15. Scott Casley	Member		

Interim Māori Advisory Committee

Name	Role	Meeting dates	Venue
1. Teorongonui Josie Keelan	Co-Chair	Friday 19 April	Tamaki Makaurau
2. Bentham Ohia	Co-Chair	Monday 6 May	Online
3. Dahrian Watene	ILAC representative	Monday 24 June	Online
4. Glenda Taitua	Member	Thursday 29 August	Online

## Te Poari Akoranga

Name	Role	Meeting date	Venue
1. Kieran Hewitson	Co-Chair (Delegate for Chief Executive)	Friday 1 March	Teams
2. Deborah Young	Co-Chair (Ako Excellence Director)	Thursday 28 March	Teams
3. Paora Ammunson	Member (DCE Te Tiriti Outcomes)	Monday 29 April	Teams
4. Fiona Moyer	Member (Co-Chair Te Ohu Whakahaere Academic Quality)	Friday 24 May	Teams
5. Adele McLean	Member (Co-Chair Te Ohu Whakahaere Appeals)	Tuesday 18 June	Teams
6. Diane Lithgow	Member (Co-Chair Te Ohu Whakahaere Approvals)	Friday 26 July	Teams
7. Fiona Beals	Member (Co-Chair Te Ohu Whakahaere Rangahau, Research and Postgraduate)	Friday 30 August	Teams
8. Henry Geary	Member (Learner nominated by Interim Learner Advisory Committee)	Friday 27 September	Teams
9. Doug Pouwhare	Member (Co-opted)	Friday 25 October	Teams
10. Martin Carroll	Member (Rohe 1 business division Academic Committee Chair)	Friday 29 November	Teams
11. Te Urikore Biddle	Member (Rohe 2 business division Academic Committee Chair)		
12. Nita Hutchinson	Member (Rohe 3 business division Academic Committee Chair)		
13. Scott Klenner	Member (Rohe 4 business division Academic Committee Chair)		
14. Linda Aumua	Member (Co-opted)		



# Te Pūkenga Council Register of Interests

**As at 1 November 2024**

Name	Interest	Nature of Interest
<b>Sue McCormack</b> Acting 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	Peseta Sam Lotu-liga, Executive Director Rohe 1 Te Pūkenga	Uncle
	Plumbers and Gasfitters Board	Mother is a member
<b>Teorongonui Josie Keelan</b> Member	Methodist Mission North	Consultant
	University of Auckland	Journal administrator and reviewer
<b>Tagaloatele Dr Peggy Fairbairn-Dunlop</b> Member	UNESCO	Social Science Commissioner
	Vinepa Trust	Patron, Board Member
	Pacific Talk about Education and Learning PLD Pilot	Member of Consulting Team
<b>Jeremy Morley</b> Member	Wellington Free Ambulance	Contractor
	Te Kupenga – Catholic Leadership Institute (A registered PTE)	Pro-bono
	Racing New Zealand	Director
	Warwick Trust	Settlor, Trustee, and Beneficiary
	Wellington Over 60s Cricket	Treasurer and Member

Name	Interest	Nature of Interest
	Wellington Bridge Club Inc	Honorary Auditor
	Caritas NZ Inc	Financial and Commercial Advisor
<b>Sam Huggard</b> Member	New Zealand Educational Institute Te Riu Roa	Employee
<b>Bill Moran</b> Member	WorkSafe NZ	Deputy Chair
	Chamber Music at the World's Edge Foundation USA	Chair
	Chamber Music at the World's Edge Foundation NZ	Chair
	Parliamentary Education Trust	Trustee
	Iti Kōpara Charitable Trust	Trustee
	Hoops and Life Awhi Trust	Trustee
	New Zealand Qualifications Authority	Deputy Chair
	Pioneer Energy	Director
	Pioneer Energy Renewables GP	Director
	Pioneer Energy Group GP	Director
	TAB New Zealand	Director
	Queenstown Lakes District Council Audit, Finance and Risk Committee	Independent Member



## Minutes for Te Pūkenga Council 10 October 2024 ordinary meeting

10/10/2024 | 08:30 AM - Auckland, Wellington New Zealand Standard Time

Microsoft Teams

### Attendees (8)

Jeremy Morley; Tagaloatele Peggy Fairbairn-Dunlop; Jordan Gush; Teorongonui Josie Keelan; Heath Sawyer; William Moran; Sue McCormack; Sam Huggard

### In attendance:

Gus Gilmore (Chief Executive), Rebecca Donne (Governance Director - minutes), Ziena Jalil (Chief of Staff), Paora Amunson (DCE Tiriti Outcomes, item 8.), Kieran Hewitson (Co-Chair Te Poari Akoranga, items 3.1 and 10.1), Kirsten Sargent (Organisation Design and Change PCW Lead, item 8), Johnny Tramoundanas-Can (Government Relations Director, item 8), Garth Gulley (Wellbeing and Safety Director, item 9.1), Clarke Raymond (Director Strategy and Performance, item 9.3), Phil O'Callaghan (Interim Chief Financial Officer, items 1-8 and 10.2).

### Karakia timatanga

The meeting opened at 8.32am with karakia delivered by Jordan Gush.

### Open Agenda

#### 1. Welcome/apologies/notices

There were no apologies to note.

#### 2. Administration (open)

##### 2.1 Council membership and schedule of committees

- Council members noted the membership terms.
- Council members noted that the December meeting currently scheduled to occur on Thursday 12 December is proposed to shift to Wednesday 11 December.

## 2.2 Register of interests

The Acting Chair reminded members to declare any agenda items where a conflict arises between their role as a Te Pūkenga Council member and any private or other external interest they may have and stand aside from decision making in respect of that item.

## 2.3 Minutes (draft) of the meeting held 12 September 2024 (ordinary meeting)

There were no matters arising from the open minutes.

### **RESOLVED (S. McCormack/J. Gush)**

*That the Council approve the minutes of Te Pūkenga Council open meeting held on 12 September 2024 as a true and correct record.*

### **CARRIED**

## 3. Reports from Committees

### 3.1 Report from open portion of Te Poari Akoranga held 27 September 2024

The Council noted that:

- There have been changes to subcommittees to reflect membership changes and delegation changes.
- Several submissions have been made to NZQA for approval of type 2 and new programme before its deadline in early October.
- Te Poari Akoranga is now receiving reports from most of the local academic committees to get oversight of what is happening and can see that they are active.
- Work-based learning business divisions are setting up academic committees which hasn't been a previous practice.

### **RESOLVED (S. McCormack/B. Moran)**

*That Te Pūkenga Council:*

1. *Receives the report titled 27 September 2024 Te Poari Akoranga hui – open’;*
2. *Notes that Te Poari Akoranga approved 2025 meeting dates for Te Ohu Whakahaere Academic Quality and Te Ohu Whakahaere Rangahau Research and Postgraduate;*
3. *Notes that Te Poari Akoranga approved revised Terms of Reference for ngā Ohu Whakahaere Academic Quality, Appeals, and Rangahau Research and Postgraduate;*
4. *Notes that Te Ohu Whakahaere Approvals approved for submission to the New Zealand Qualification Authority:*
  - *New Zealand Certificate in Skills for Learning for work, for Supported Learners (Level 1) (NZ4373)*
  - *New Zealand Certificate in Fashion (Level 4) (NZ2630)*
  - *New Zealand Certificate Content Creation (Level 4) (NZ4789); and*
5. *Notes that Te Poari Akoranga received reports from the follow Local Academic Committees:*
  - *Western Institute of Technology at Taranaki (WITT)*

- NorthTec
- Manukau Institute of Technology (MIT)
- MITO
- Open Polytechnic
- Toi Ohomai
- Eastern Institute of Technology (EIT)
- Competenz
- Unitec
- ServiceIQ

**CARRIED**

**4. Correspondence**

There was no open correspondence to note in this period.

**5. He take atu anō | Any other business (open)**

No other business was discussed.

**6. Resolution to exclude the public**

**RESOLVED (from the Chair)**

*That the public be excluded from the remainder of the meeting. This resolution is 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 per the table below:*

Item	General subject of each matter to be considered	Section(s)
7.	<b>Administration</b>	
7.1	Minutes of the closed portion of the meeting held 12 September 2024	Section 9(2)(g)(ii) OIA
7.2	Ngā mahi hei   Actions	Section 9(2)(g)(ii) OIA
8.	<b>Verbal update from the Chief Executive</b>	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.	<b>Risk and compliance</b>	
9.1	Risk deep dive: Assurance over wellbeing and safety during transition	Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA
9.2	Disestablishment risks and mitigations	Section 9(2)(g)(ii) OIA



Item	General subject of each matter to be considered	Section(s)
		Section 9(2)(h) OIA
9.3	Draft 2025 Statement of Performance Expectations	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.4	2025 Governance workplan	Section 9(2)(g)(ii) OIA
10.	<b>Reports from and relating to Committees</b>	
10.1	Report from closed portion of Te Poari Akoranga held 27 September 2024	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
10.2	Report from Finance Risk and Audit Committee meeting held 27 September 2024	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
10.3	Verbal update from Health Safety and Wellbeing Committee meeting held 9 October 2024	Section 9(2)(g)(ii) OIA
10.4	Finance, Risk and Audit Committee appointment	Section 9(2)(a) OIA
12.	<b>Outwards correspondence (confidential)</b>	
12.1	Letter to Chief Executive Tertiary Education Commission 2 October 2024 re Te Pūkenga Council Member Terms and Remuneration	Section 9(2)(a) OIA
13.	<b>He take atu anō   Any other business</b>	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA

**Interests**

Section	Interest
Section 9(2)(a) OIA	To protect the privacy of natural persons, including that of deceased natural persons.
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)(g)(ii) OIA	To maintain the effective conduct of public affairs through the protection of such Ministers, members of organisations, officers, and employees from improper pressure or harassment.
Section 9(2)(h) OIA	To maintain legal professional privilege.

Section	Interest
Section 9(2)(i) OIA	To enable a Minister of the Crown or any public service agency or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.
Section 9(2)(j) OIA	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 that certain employees from Te Pūkenga be permitted to remain at the meeting, namely:*

- *Ziena Jalil*
- *Paora Ammunson*
- *Phil O'Callaghan*
- *Kirsten Sargent*
- *Johnny Tramoundanas-Can*
- *Garth Gulley*
- *Clarke Raymond*
- *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 meeting closed at 11.27am.



## Pūrongo Kaunihera a Te Pūkenga | Council Report

6 November 2024

<b>Title</b>	25 October 2024 Te Poari Akoranga hui – open
<b>Provided by</b>	Kieran Hewitson, and Deb Young, co-chairs Te Poari Akoranga
<b>Author</b>	Louise Courtney, Governance Advisor
<b>For</b>	Approval

### Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Council:

a)	Receives the report titled '25 October 2024 Te Poari Akoranga hui – open'
b)	Approves the revised Te Poari Akoranga Terms of Reference.
c)	Notes that Te Poari Akoranga approved revised Terms of Reference for ngā Ohu Whakahaere: <ul style="list-style-type: none"> <li>• Academic Quality</li> <li>• Appeals and</li> <li>• Rangahau Research and Postgraduate</li> </ul>
d)	Notes that Te Ohu Whakahaere Approvals approved for submission to the New Zealand Qualification Authority: <ul style="list-style-type: none"> <li>• New Zealand Certificate in Kitchen Joinery (Level 4) with strands in Manufacture, and Installation (4301-1)</li> <li>• New Zealand Apprenticeship in Kitchen Joinery (Level 4)</li> <li>• New Zealand Diploma in Aeronautical Engineering (Production Control) (Level 6)</li> <li>• New Zealand Certificate in Manufacturing (Level 3) and</li> <li>• New Delivery Site application for Te Pūkenga (unified) NZ2453 New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3).</li> </ul>
e)	Notes that Te Poari Akoranga received reports from the following Local Academic Committees: <ul style="list-style-type: none"> <li>• Whitireia and WelTec</li> <li>• Southern Institute of Technology</li> <li>• MITO</li> <li>• Open Polytechnic</li> <li>• NorthTec</li> <li>• Competenz</li> <li>• Careerforce.</li> </ul>



## Te Tāhuhu Kōrero | Background

Te Poari Akoranga | The Academic Board (Te Poari) met on 25 October 2024 online via Microsoft Teams. Adele McLean and Doug Pouwhare provided apologies for the meeting. The summary below provides an overview of some key discussions and decisions by Te Poari during the open portion.

### Te Poari Akoranga Terms of Reference

Te Poari considered the proposed approach to formalise the role of Te Pūkenga Council observer in its Terms of Reference, and additional changes to the Terms of Reference to reflect its relationship with Local Academic Committees and changes to delegations to and Terms of Reference for Te Ohu Whakahaere Rangahau Research and Postgraduate which were approved at Te Poari's September meeting. Te Poari Akoranga recommends that Te Pūkenga Council approve the revised Terms of Reference and notes that further changes to the terms of reference will be presented at its November meeting to reflect the changes to the appeals process.

### Te Ohu Whakahaere Approvals

Te Poari Akoranga noted that Te Ohu Whakahaere Approvals approved the following programmes for submission to the New Zealand Qualifications Authority (NZQA) at its October meeting:

- New Zealand Certificate in Kitchen Joinery (Level 4) with strands in Manufacture, and Installation (4301-1)
- New Zealand Apprenticeship in Kitchen Joinery (Level 4)
- New Zealand Diploma in Aeronautical Engineering (Production Control) (Level 6)
- New Zealand Certificate in Manufacturing (Level 3)
- New Delivery Site application for Te Pūkenga (unified) NZ2453 New Zealand Certificate in Business (Introduction to Team Leadership) (Level 3)

### Local Academic Committee reports

Te Poari received reports from seven business divisions and acknowledged that work-based learning business divisions are creating new committees to provide academic oversight. It noted that the Type 2 change to the Veterinary Nursing diploma approved at Whitireia and WelTec was a transitional arrangement for an old diploma transitioning from a two to a one-year diploma.

### New Zealand Qualifications Authority Consultation

Te Poari noted that consultation was underway by NZQA regarding its rules, and that submissions from business divisions would be shared through the Education Quality Forum.

## Ngā Tāpiritanga | Appendices

[Appendix 1: Te Poari Akoranga 25 October 2024 hui – open portion](#)

**Appendix 2:** Te Poari Akoranga Terms of Reference – tracked changes



# Te Pūkenga Poari Akoranga (Academic Board)

## Terms of Reference

### 1. Whakapapa | Background

- (a) Under Section 324(2) of the Education and Training Act 2020 (the Act), the Council of Te Pūkenga—New Zealand Institute of Skills and Technology (Te Pūkenga Council) must establish an academic board to:

- i) advise it on matters relating to work-based learning, courses of study or training, awards, and other academic matters; and
- ii) exercise powers delegated to it by the Council.

This academic board is referred to in these Terms of Reference as Te Poari Akoranga<sup>1</sup> (Te Poari).

- (b) The Council may not make any decision or statute in respect of any academic matter referred to in section 1. (a) unless it has requested the advice of Te Poari Akoranga and considered any advice given by Te Poari Akoranga.

### 2. Te Tikanga | Purpose / Scope

- (a) Give effect to Te Tiriti o Waitangi and the Charter of Te Pūkenga in a way that is guided by the values of Te Pūkenga:
- i) **Manawa nui** We reach out and welcome in
  - ii) **Manawa roa** We learn and achieve together
  - iii) **Manawa ora** We strengthen and grow the whole person
- (b) Fulfil the primary function of providing assurance and confidence in the network of provision.
- (c) Provide assurance and confidence that all relevant legislation and educational requirements are adhered to as they apply to teaching, learning and research.
- (d) Provide assurance and confidence that Mātauranga Māori is applied throughout all packages of learning developed and delivered by Te Pūkenga. and that appropriate co-development has happened with Iwi, hapū or Māori organisations in the construction of packages of learning.
- (e) Receive advice and evidence (real time and retrospective) from local academic committees, ohu whakahaere, and other relevant sources, to ensure:
- i) a purposeful and responsive mix of provision matched to need, with a relentless focus on equity, access, and participation to support a culture of equity and diversity where all learners are included and valued;

---

<sup>1</sup> The importance of seeking an appropriate name for the academic board that reflects a holistic and inclusive approach consistent with the intent of Te Pūkenga charter has been recognised. Poari is the decision-making body of an organisation; Akoranga is all encompassing, referring to learning, subject, discipline, profession, school, educational course, academic programme, academic course, teaching, class, and lesson and includes circumstances of learning, time of learning and place of learning.



- ii) holistic selection policies promote and facilitate academic equity for learners from under-represented groups, who have the potential to succeed academically, and who have applied via the application process; and
  - iii) prioritised accessible support that acknowledges barriers and actively encourages learners and their whānau to participate and engage, for learners to achieve academic equity.
- (f) Ensure academic policies, procedures and frameworks are fit for purpose.
- (g) In completing these functions, Te Poari Akoranga will be cognisant of [Te Pae Tawhiti Te Tiriti o Waitangi Excellence Framework 2022-2023](#) and will use it as a tool to assist in making decisions when exercising these powers.

### 3. Powers and Authority

- (a) In accordance with the Delegations Policy, Te Poari Akoranga is granted the specific authorities listed below. All delegated authority must be exercised in accordance the purpose of Te Poari Akoranga as set out in Section 23 of these Terms of Reference.

Ref	Subject	Description	Objective	Power to Sub-Delegate?
1.	Academic Policies, procedures, and framework	To determine policies and operating procedures of Te Pūkenga in relation to learners and academic matters.	Provide assurance and confidence that the quality and academic infrastructure, including policies, procedures and frameworks, are fit for purpose; and approve academic direction, statutes and practices to be applied throughout the organisation to ensure the goals of Te Pūkenga, as set by Council having regard to the Charter and Minister’s expectations, are met and continuous improvement is achieved and sustained.	No
2.	Courses/ Programmes of Study (including work-based learning programmes)	To approve new courses and programmes, review and approve changes to existing courses and programmes, and approve the withdrawal/closure or suspension of existing courses or programmes. To seek approval/accreditation of programmes by external bodies.	Provide and facilitate strategic direction and thought leadership on a range of education matters, including innovation, teaching, and learning, and applied research and scholarship, with oversight of funding allocation, planning and ethics	Yes
3.	Courses/ Programmes of Study (including work-based learning)	To approve variations to an individual learner’s course/programme of study outside programme regulations.	Provide assurance and confidence: <ul style="list-style-type: none"> <li>a. of the effectiveness of teaching, learning and research within the organisation with a focus on outcomes.</li> <li>b. that work-based learning is applied throughout</li> </ul>	Yes



Ref	Subject	Description	Objective	Power to Sub-Delegate?
			packages of learning developed and delivered by Te Pūkenga (where relevant), contribute to a partnership approach to policies and decisions affecting work-based learning and create space for employers.	
4.	Quality Assurance	To set and monitor the application of Te Pūkenga quality assurance processes for the development and delivery of all courses and programmes (including with respect to learning, teaching, assessment, learner support and learner performance) through quality evaluation, review, and reporting processes.	As above	Yes
5.	Assessment	To approve and release learner results and recognise credit for assessment (including assessment of prior learning) in accordance with approved academic regulations.	Establish and provide assurance and confidence that ohu whakahaere, (national subcommittees of Te Poari Akoranga) strengthen academic leadership in key areas of focus.	Yes
6.	Research	To set and promote quality standards for research and approve proposals for research from Te Pūkenga kaimahi and learners involving human subjects (including learner course work research) and a Māori or Te Tiriti/Treaty of Waitangi dimension.	To conduct research, with a focus on applied and technological research (section 315 of the Act). Teaching and learning is supported by research, evidence, and best practice (Charter, Schedule 13 of the Act)	Yes
7.	Appeals		(a) receive unresolved learner complaints or appeals that have already been determined (in line with relevant appeals policies and processes); (b) support the resolution, settlement and/or withdrawal of such unresolved complaints or appeals; and (c) if necessary, make recommendations about policies, procedures, or the provision of services.	Yes (limited to ohu whakahaere)
8.	Ohu whakahaere: Sub-Committees	To establish any ohu whakahaere (sub- committees) as are deemed necessary for the efficient and effective operation of Te Poari Akoranga and to make appointments to	Establish and provide assurance and confidence that ohu whakahaere, (national subcommittees of Te Poari Akoranga) strengthen academic leadership in key	No



Ref	Subject	Description	Objective	Power to Sub-Delegate?
		the same.	areas of focus.	
9.	Incidental	To do anything incidental to the exercise of any of the powers or functions delegated by the Council to the Academic Board.	The Council delegates to Te Poari Akoranga “matters relating to work-based learning, courses of study or training, awards, and other academic matters”, to “exercise powers delegated to it by the council.” (Section 324 (2) of the Act)	No

- (b) In line with the powers to sub-delegate in the table above, from time to time, Te Poari Akoranga may formally sub-delegate specific tasks and/or responsibilities to nominated groups, committees and/or ohu whakahaere. In doing so, it requires:
  - i) Any policies related to the responsibilities are approved by Te Poari Akoranga;
  - ii) Major decisions made by the body receiving the sub-delegation are reported to Te Poari Akoranga.
  - iii) All formal sub-delegations will be included in the Delegations Register which will be updated each time a power is sub-delegated.
- (c) All media and public comment should be considered in consultation with Te Pūkenga Council.
- (d) Any official information requests to Te Poari should be directed to the OIA team of Te Pūkenga.

**4. Mematanga | Membership, Appointments and Eligibility Criteria**

- (a) Under Section 324(2) of the Act, the Council must establish an academic board consisting of its chief executive and members of the staff and students of Te Pūkenga.
- (b) Appointments to Te Poari Akoranga will be made by the Council following input, and advice from the Interim Māori Advisory Committee. Appointments will comprise the following:
  - i) Ako Excellence Director (Co-Chair)
  - ii) Tumuaki | Chief Executive of Te Pūkenga or delegate (Co-Chair)
  - iii) One other member of the Transition Leadership Team, or delegate
  - iv) One Chair / Co-Chair from each of Ngā Ohu Whakahaere outlined in section 5. (four total)
  - v) ~~Four members selected by Te Poari Akoranga from the chairs of local academic committees One Business Division Academic Committee Chair (or delegate) per region~~ (four total)
  - vi) One enrolled learner nominated by (but not necessarily a member of) the Interim Learner Advisory Committee of Te Pūkenga
  - vii) Additional members may be co-opted to join if the appointed members feel that they do not have sufficient representation of skills or specialist criteria identified in Section 4. (c).





- (c) Membership should reflect a broad skills-based approach, and the appointment of members will be based on the following core criteria:
  - i) Commitment to educational quality and learner achievement;
  - ii) Commitment to ōritetanga and the success of learners who are under-served by the education system (with a specific focus on Māori learners, Pacific learners, learners with disabilities, adult and second-chance learners and youth);
  - iii) Ability to apply both a local and global view to academic issues.
- (d) In addition to the criteria in Section 4. (c), the following specialist criteria may be applied when appointing members:
  - i) Demonstrated knowledge and experience, and a commitment to Mātauranga Māori;
  - ii) Demonstrated knowledge and experience in addressing inequities in tertiary education provision related to gender, sexuality, age, disability, and ethnicity;
  - iii) Demonstrated innovation in ako (specifically teaching, learning and research) with up-to-date specialist knowledge, skills and experience in academic quality, programme development and delivery; and
  - iv) Broad sector and systems delivery knowledge and demonstrated experience, including work-based, work-integrated, distance, kanohi ki te kanohi, blended delivery and regional competencies and experience.
- (e) Ex-officio members are appointed to Te Poari Akoranga until they no longer hold the role specified in Section 4 (b).
- (f) Members who are not appointed ex-officio, will be appointed for up to two years, with the option of renewal for one further year, to be made by the Council. Membership of Te Poari Akoranga may be revoked by either Te Pūkenga Council or the appointed member at any time by giving four weeks' written notice in writing.
  - i) These members may resign from the Committee at any time by notifying the Co-Chairs with a copy to the Council Secretariat.
  - ii) A member's appointment may be terminated at any time for good reason by Te Pūkenga Council Chair. Good reason includes, but is not limited to, failure to attend more than two consecutive Te Poari hui (without informing the Chair), and failure to act in accordance with the Code of Conduct.

## 5. Ngā ohu whakahaere o te Poari Akoranga | Subcommittees of the Academic Board

- (a) Te Poari Akoranga has established the following ohu whakahaere to focus on:
  - i) **Academic Quality**, to:
    - a. provide leadership in academic evaluation and quality assurance; and
    - b. ensure quality improvement by overseeing and monitoring the consistent application of the academic quality assurance system, including developing and recommending to Te Poari Akoranga approval of policies and operating procedures.
  - ii) **Appeals**, to:



- a. receive unresolved learner complaints or appeals that have already been determined (in line with relevant appeals policies and processes);
  - b. support the resolution, settlement and/or withdrawal of such unresolved complaints or appeals; and
  - c. if necessary, make recommendations about policies, procedures, or the provision of services.
- iii) **Approvals, to:**
- a. consider proposals for approval with a focus on equity, access, and participation to support a culture of equity and diversity where all learners and their whānau are included and valued;
  - b. recommend to Te Poari Akoranga the approval of education and training packages (for example, programmes of study, and micro-credentials, or equivalent), and associated changes in accordance with approved delegations.
- iv) **Rangahau, Research and Postgraduate, to:**
- a. ~~Te P~~Provide leadership in rangahau, research and innovation, and postgraduate activity, by having oversight of rangahau and research planning across Te Pūkenga business divisions, policy, funding, and ethics.
  - b. ~~Identify risks in the transition into regional divisions and e~~Ensure that ~~as we transition that~~ there are effective governance and operational supports and mechanisms in place to mitigate risks and provide assurance in research quality.
  - c. Identify, promote, and enhance best practice rangahau, research, research capability and innovation, and postgraduate programme delivery including that relating that to research ethics across Te Pūkenga and that these are maintainable and sustainable at a regional level.
  - d. Receives and monitors annual research and postgraduate reports from regional centres and work-based learning providers, where appropriate.
  - d.e. Review and monitor the revenue generated by Te Pūkenga in external research funding opportunities.
- (b) Each ohu whakahaere will consist of members drawn from across the organisation, or within the business divisions for Academic Committees with relevant, demonstrated skills and experience. Appointments to each ohu whakahaere will be made by Te Poari Akoranga in accordance with the terms of reference for the ohu, reflecting the value of appropriate geographical spread of representation.
- (c) Ngā Ohu Whakahaere hui will be conducted according to a schedule agreed on by Te Poari Akoranga, appropriate to its tasks and sub-delegations. Where sub-delegations are in place, hui will be conducted under LGOIMA rules outlined in section 6. (f).
- (d) Each ohu whakahaere will report to Te Poari using Te Poari's agenda framework on any sub-delegations that have been exercised and the strategic and key issues that most concern Te Poari Akoranga.

## 6. Kōrama | Quorum and Hui | Meetings



- (a) A quorum shall consist of a majority of Te Poari members. No business shall be transacted at a meeting in the absence of a quorum.
- (b) Te Poari Akoranga will meet at least six times per academic year.
  - i) Meetings may be conducted by teleconference, videoconference or in person.
    - a. If a hui is held in person, members will make reasonable efforts to attend in person.
    - b. If a member is not able to attend a hui in person, a teleconference or videoconference alternative will be provided where feasible.
  - ii) Te Poari may also need to meet on an ad hoc basis to consider approvals requested and/or relevant matters. Accordingly, additional meetings may be held if determined necessary by the Chair.
  - iii) The ~~Council Secretary~~Governance Director will annually set hui dates to align with other meetings on Te Pūkenga Governance calendar, and in consultation with members of Te Poari.
- (c) If a member is unable to attend a hui, they must provide the Co-Chairs with comments on the issues to be discussed in reasonable time prior to the hui. Members are not able to send a proxy or delegate to Te Poari hui in their place unless this is specified in the Membership section.
- (d) All Council Members shall be entitled to attend Te Poari Akoranga meetings. In addition, the Council may (but is not required to) appoint a permanent observer to Te Poari Akoranga. The permanent observer will have a standing invitation to attend meetings, the right to receive meeting documentation and participate in meeting debate, but they will have no voting rights.
- (e) A Governance Advisor shall service Te Poari meetings to provide secretariat support and resources.
  - i) Meeting agendas will be prepared and provided in advance to members, along with appropriate briefing materials. This would normally be a week prior to the date of the meeting but may be shorter as determined by the Co-Chairs.
  - ii) Minutes of the meetings shall be prepared, retained, and distributed to Te Poari members, management, and external auditors, as well being made available to Te Pūkenga Council.
- (f) Te Pūkenga is named in Schedule 2 Part 2 of the Local Government Official Information and Meetings Act 1987 (LGOIMA) as a particular authority to which Part 7 of LGOIMA applies. As Te Poari Akoranga has delegated authority to make decisions on behalf of Te Pūkenga as outlined in Section 3, the following local authority meeting rules apply:
  - i) Hui are required to be open to the public unless Te Poari Akoranga resolves to exclude the public from the whole or any part of the meeting where good reason for withholding disclosure of information exists under Section 9 of the Official Information Act 1982.
  - ii) The date, time, and place of Te Poari Akoranga hui must be publicly notified not more than 14 days and not less than five days before the end of the month prior.



- iii) At least two working days prior to the hui any member of the public may inspect all agendas and associated reports circulated to members of Te Poari Akoranga relating to that hui, excluding reports that the Tumuaki | Chief Executive reasonably expects the hui to discuss with the public excluded.
- iv) Where an item is not on the agenda for a meeting, that item may only be discussed at that meeting if:
  - a. Te Poari Akoranga resolves to discuss it and the Chair explains at the hui at a time when it is open to the public the reason why the item is not on the agenda, and the reason why the discussion of the item cannot be delayed until a subsequent hui; or
  - b. the item is a minor matter relating to the general business of Te Poari; and the Chair explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but no resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting for further discussion.
- v) Members of the public have a right to inspect or receive copies of minutes of Te Poari hui (except parts of a hui from which the public was excluded).

## 7. Responsibilities and duties

- (a) To exercise its powers and duties and oversee the areas outlined in section 3, Te Poari Akoranga members shall:
  - i) Review any papers prepared for Te Poari, prepare adequately prior to each hui, and participate actively in hui, contributing to actions when agreed.
  - ii) Bring matters of significance to the attention of Te Poari and use professional perspectives to undertake analysis or prepare advice as required.
  - iii) Contribute to the development of a forward work programme for Te Poari.
  - iv) Maintain a broad knowledge of the issues and interests that relate to the operations of Te Poari.
  - v) Consult with and consider advice from the three Advisory Committees to Council established under section 325 of the Act on significant matters relating to the strategic direction of Te Pūkenga which are relevant to those groups represented by each Advisory Committee.
  - vi) Comply with Te Pūkenga Council and Committees [Code of Conduct Policy](#)
- (b) In addition, the Co-Chairs of Te Poari Akoranga shall:
  - i) consult with members to draft a forward work programme for Te Poari, for agreement with Te Pūkenga Council Chair; 7
  - ii) set agendas with the assistance of the Governance Advisor, 7 and approve minutes; 7
  - iii) chair and facilitate hui, encouraging and modelling open communication where all members contribute effectively; 7
  - iv) manage any conflicts of interests for other members of Te Poari, including deciding if a potential conflict exists and determining, with assistance from the Governance Advisor, what action is appropriate; 7



- v) represent the Committee in any hui with Te Pūkenga Council and/or Chair as required;
  - vi) ensure that any requests for media and public comment and any official information requests made to the Committee are escalated to the Chair of Te Pūkenga Council;
- (c) Members are required to declare any actual or perceived interests as per national policy and procedures. [Conflicts of Interest Policy](#)

## 8. Fees and allowances

- (a) No additional fees will be paid to employees of Te Pūkenga for their participation in Te Poari Akoranga as hui are anticipated to occur during normal working hours. Expenses related to Te Poari Akoranga should be included in each employee's usual expense cost centre.
- (b) For learner members of Te Poari Akoranga, fees will be set by Te Pūkenga Council and will be within Group 4 (All Other Committees and Other Bodies) of the Cabinet Office Fees Framework.
  - i) The level within this category is determined by skills, knowledge and experience required for members; function, level, and scope of authority; complexity of issues; and public interest and profile. Te Poari Akoranga has been determined to be at Level 3 and as a result, a daily rate of \$435 will apply.
  - ii) The daily fee applies to all mahi, including that performed outside of hui (e.g. preparation, representing the board at other forums, or administrative mahi) that is required for the body to carry out its role.
  - iii) It is expected that a working day is about eight hours, and the daily fee is calculated on this basis. Work for longer than eight hours in one day will not attract an extra payment unless the combination of travel and mahi is frequently longer than eight hours.
  - iv) Hourly pro-rata rates may apply and will be calculated by dividing the daily rate by 8 and multiplying by the number of hours worked.
  - v) Where a total of six hours is worked in one day, a daily fee may be paid. It is accepted that it may not be possible for a member having worked six hours in one day on business related to Te Poari Akoranga to return to other paid mahi. Where a member spends time, for example one evening, preparing for a hui the next day, if the preparation and hui time combined were between 6 and 8 hours, then one daily fee would be paid for the combined preparation and hui time.
  - vi) Mahi other than preparation for hui must be approved and minuted by Te Poari before it is undertaken. Individual members should not be in a position where they could be considered to be setting their own work programmes without the endorsement of the body.
  - vii) This fee will be reviewed annually, and within three months of an update to the Cabinet Office Fees Framework.
  - viii) Fees will be paid through Te Pūkenga payroll in arrears. This will be included in the next fortnightly pay cycle following each meeting. If a member wishes to arrange to invoice Te Pūkenga for their fees (rather than receive these via payroll), the invoice



must be submitted before the end of the month in which the meeting occurs, for payment by the 20th of the following month.

- ix) Learner members may claim reimbursement for out-of-pocket taxi, mileage or parking expenses and any expenses actually and reasonably incurred when travelling on Te Pūkenga business in accordance with Te Pūkenga policy. The standard should be modest and appropriately reflect public sector norms. [Sensitive Expenditure Policy](#)



**9. Pūrongo | Reporting obligations**

The Co-Chairs of Te Poari Akoranga will report to Te Pūkenga Council using the Council's agenda framework on any delegations that have been exercised and the strategic and key issues that most concern the Council.

**10. Accountability**

Te Poari Akoranga shall:

- (a) self-assess its performance against these Terms of Reference on an annual basis. This self-assessment shall include feedback from Te Pūkenga Council on its perspective on the performance of Te Poari, as provided by the Chair of Council.
- (b) confirm annually that all responsibilities outlined in these Terms of Reference have been carried out.

**11. Review of the Terms of Reference**

Te Poari shall, on an annual basis (or as otherwise necessary), review and, if appropriate, update these Terms of Reference for consideration and approval by the Council.

Approved by the Council of Te Pūkenga on ~~11 July~~ 6 November 2024

---

Sue McCormack  
**Acting Council Chair**



# Te Pūkenga Council Meeting

## 6. Resolution to exclude the public

It will be moved by the Acting 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)
<b>7.</b>	<b>Administration</b>	
7.1.	Minutes of the closed portion of the meeting held 10 October 2024	Section 9(2)(g)(ii) OIA
7.2.	Ngā mahi hei   Actions	Section 9(2)(g)(ii) OIA
<b>8.</b>	<b>Regular reporting</b>	
8.1.	Chief Executive's closed report	Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA
8.2.	Wellbeing and Safety bi-monthly report	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
<b>9.</b>	<b>Risk and compliance</b>	
9.1.	Risk deep dive: Digital infrastructure and cybersecurity	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.2.	Q3 quarterly report to TEC	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
9.3.	Delegations update	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA



Item	General subject of each matter to be considered	Section(s)
<b>10.</b>	<b>Disestablishment and transition</b>	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
<b>11.</b>	<b>Reports from and relating to Committees</b>	
11.1.	Report from Health, Safety and Wellbeing Committee meeting held 9 October 2024	Section 9(2)(g)(ii) OIA
11.2.	Report from Finance Risk and Audit Committee meeting held 24 October 2024	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
11.3.	Report from closed portion of Te Poari Akoranga held 25 October 2024	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11.4.	Appointment of permanent observer to Te Poari Akoranga	Section 9(2)(a) OIA
<b>14.</b>	<b>He take atu anō   Any other business</b>	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA

**Interests**

Section	Interest
Section 9(2)(a) OIA	To protect the privacy of natural persons, including that of deceased natural persons.
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	Interest
Section 9(2)(g)(ii) OIA	To maintain the effective conduct of public affairs through the protection of such Ministers, members of organisations, officers, and employees from improper pressure or harassment.
Section 9(2)(h) OIA	To maintain legal professional privilege.
Section 9(2)(i) OIA	To enable a Minister of the Crown or any public service agency or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.
Section 9(2)(j) OIA	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, namely:

- Paora Ammunson
- Phil O’Callaghan
- Ziena Jalil
- Garth Gulley
- Sandy Shea
- Kara Hiron
- Johnny Tramoundanas-Can

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.