

Te Pūkenga Council 30 June 2025 ordinary meeting



Location: Boardroom, Level 3, ND Building, MIT Ōtara campus

30 June 2025 12:30 PM

Agenda Topic	Presenter	Time	Page
Open agenda			
1. Welcome/apologies/notices	Sue McCormack		
2. Administration (open)	Sue McCormack	12:30 PM-12:35 PM	4
2.1 Council membership and 2025 schedule of committees and workplan			4
2.2 Register of interests			12
2.3 Minutes (draft) of the meeting held 30 May 2025 (ordinary meeting)			14
3. Chief Executive's open report	Gus Gilmore	12:35 PM-12:40 PM	19
4. Risk and compliance			24
4.1 Nelson Polytechnic Educational Society Inc.	Ziena Jalil and Kara Hiron	12:40 PM-12:45 PM	24
Olivia Hall, Kate Neame and Nicole Akuhata from NMIT also in attendance as Executive Committee of Nelson Polytechnic Educational Society			
5. Reports from Committees			
5.1 Verbal update from open portion of Te Poari Akoranga held 26 June 2025	Kieran Hewitson	12:45 PM-12:50 PM	
No written report will be provided as this meeting will occur after the deadline to publish the agenda			
6. Correspondence			
There is no correspondence to note in the open portion of the meeting			
7. He take atu anō Any other business (open)		12:50 PM-12:55 PM	
8. Resolution to exclude the public			48

Closed agenda

9.	Administration (closed)	Sue McCormack	12:55 PM-01:00 PM	
9.1	Minutes of the closed portion of the meeting held 30 May 2025			
9.2	Ngā mahi hei Actions			
10.	Regular reporting			
10.1	Chief Executive's report The Chief Executive will provide a verbal update	Gus Gilmore	01:00 PM-02:00 PM	
Break			02:00 PM-02:20 PM	
11.	Risk and compliance			51
11.1	Investment plan	James Smith and Patrick Jones	02:20 PM-02:30 PM	51
11.2	Procurement policy and sensitive expenditure policy	James Smith and Kristine Navera	02:30 PM-02:40 PM	56
11.3	Pastoral code self-review	Gus Gilmore	02:40 PM-02:50 PM	100
12.	Reports from and relating to Committees			
12.1	Report from closed portion of Te Poari Akoranga held 26 June 2025	Kieran Hewitson	02:50 PM-02:55 PM	
12.2	Report from Appointment and Remuneration Committee meeting held 26 June 2025	Bill Moran	02:55 PM-03:00 PM	
13.	Inwards correspondence (confidential) There is no confidential inwards correspondence to receive			
14.	Outwards correspondence (confidential)		03:00 PM-03:05 PM	103
14.1	Letter of representation to Audit New Zealand 30 May 2025			103
14.2	Letter to Minister for Vocational Education 19 June 2025			114
15.	He take atu anō Any other business (confidential)			
16.	Confirmation of actions from this meeting	Sue McCormack and Rebecca Donne	03:05 PM-03:10 PM	
17.	Board time		03:10 PM-03:25 PM	

[Karakia whakakapi](#)

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Next meeting date: 31 July 2025 (Christchurch)



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
Jeremy Morley	1 September 2022	31 August 2025	Minister of Education
Jordan Gush	4 October 2021	31 December 2025	Interim Learner Advisory Committee nomination
Heath Sawyer	4 October 2021	31 December 2025	Interim Staff Advisory Committee nomination
Dr Teorongonui Josie Keelan	2 November 2021	31 December 2025	Interim Māori Advisory Committee nomination
Sam Huggard	1 April 2020	31 March 2026	Minister of Education
Bill Moran	1 April 2023	31 March 2027	Minister of Education



2025 Schedule of Te Pūkenga Council and Committee meetings

As at 23 June 2025

Council

Month	Date	Day	Meeting	Activity	Venue
February	13	Thurs	Council	Ordinary meeting	MITO, Wellington
April	10	Thurs	Council	Ordinary meeting	Online
May	30	Friday	Council	Ordinary meeting	MITO, Wellington
June	30	Monday	Council	Ordinary meeting	MIT, Otara
July	31	Thurs	Council	Ordinary meeting	Ara, Christchurch
August	29	Friday	Council	Ordinary meeting	MITO, Wellington
September	26	Friday	Council	Ordinary meeting	MIT, Otara
October	31	Friday	Council	Ordinary meeting	Wintec, Hamilton
December	12	Friday	Council	Ordinary meeting	MIT, Otara



Committees

Finance, Risk and Audit Committee

Name	Role	Meeting dates	Venue
1. Jeremy Morley	Chair	Friday 28 February	Online
2. Bill Moran	Member	Friday 28 March	Online
3. Josie Keelan	Member	Wednesday 30 April	Online
4. Sam Huggard	Member	Friday 30 May	MITO, Wellington
5. Sue McCormack	Ex-officio member	Monday 30 June	MIT, Otara
6. John Brockies	Independent member	Thursday 31 July	Ara, Christchurch
		Friday 29 August	MITO, Wellington
		Friday 26 September	MIT, Otara
		Friday 31 October	Wintec, Hamilton
		Friday 28 November	MIT, Otara

Appointment and Remuneration Committee

Name	Role	Meeting dates	Venue
1. Bill Moran	Chair	Monday 31 March	Online
2. Sam Huggard	Member	Thursday 26 June	MITO, Wellington
3. Sue McCormack	Member	Friday 28 November	MIT, Auckland

Wellbeing and Safety Committee

Name	Role	Meeting dates	Venue
1. Sam Huggard	Chair	Thursday 27 March	Online
2. Josie Keelan	Member	Thursday 17 July	Online
3. Heath Sawyer	Member	Friday 5 September	Online
4. Jordan Gush	Member	Wednesday 19 November	Online
5. Sue McCormack	Ex-officio member		



Advisory Committees

Advisory Committee Co-Chairs hui

Name	Role	Meeting dates	Venue
1. Sue McCormack	Council Acting Chair	Wednesday 5 March	Online
2. Gus Gilmore	Chief Executive	July (date TBC)	Online
3. Jordan Gush	ILAC Co-Chair	October (date TBC)	Online
4. Dahrian Watene	ILAC Co-Chair		
5. Heath Sawyer	IKAC Co-Chair		
6. Warwick Shillito	IKAC Co-Chair		
7. Josie Keelan	Komiti Māori Co-Chair		
8. Bentham Ohia	Komiti Māori Co-Chair		

Interim Learner Advisory Committee (ILAC)

Name	Role	Meeting dates	Venue
1. Jordan Gush	Co-Chair	Monday 10 March	Online
2. Dahrian Watene	Co-Chair	Monday 4 August	Online
3. Henry Geary	Member	October (date TBC)	Online
4. Nina Lee Griffith	Member		
5. Ihongaro	Member		



Interim Kaimahi Advisory Committee (IKAC)

Name	Role	Meeting dates	Venue
1. Heath Sawyer	Co-Chair	Friday 7 March	Online
2. Warwick Shillito	Co-Chair	Thursday 14 August	Online
3. Ali Bahmad	Member	October (date TBC)	Online
4. Andrea Armstrong	Member		
5. Ang Cooper	Member		
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 4 April	Online
2. Bentham Ohia	Co-Chair	Friday 1 August	Online
3. Dahrian Watene	ILAC representative	October (date TBC)	Online
4. Glenda Taituha-Toka	Member		



Te Poari Akoranga

Name	Role	Meeting date	Venue
1. Kieran Hewitson	Co-Chair (Delegate for Chief Executive)	Tuesday 28 January	Online
2. Deborah Young	Co-Chair (Ako Excellence Director)	Thursday 13 March	Online
3. Antoinette Wood	Member of Transition Leadership Team	Thursday 15 May	Online
4. Fionna Moyer	Member (Co-Chair Te Ohu Whakahaere Academic Quality)	Thursday 26 June	Online
		Thursday 11 September	Online
5. Leoni Drew	Member (Co-Chair Te Ohu Whakahaere Approvals)	Thursday 6 November	Online
6. Fiona Beals	Member (Rohe 3 business division Academic Committee Chair or delegate)		
7. Henry Geary	Member (Learner nominated by Interim Learner Advisory Committee)		
8. Martin Carroll	Member (Rohe 1 business division Academic Committee Chair)		
9. Te Urikore Biddle	Member (Rohe 2 business division Academic Committee Chair)		
10. Vacant	Member (Te Ohu Whakahaere Rangahau, Research and Postgraduate)		
11. Scott Klenner	Member (Rohe 4 business division Academic Committee Chair)		
12. Linda Aumua	Member (Co-opted)		

APPROVED 10 October 2024
Updated 24 June 2025

Te Pūkenga
Annual Governance Work Plan 2025

		Financial Year 2025											
	Frequency	January	February	March	April	May	June	July	August	September	October	November	December
Council	Bi-monthly		Thursday 13 February		Thursday 10 April	Friday 30 May	Monday 30 June	Friday 31 July	Friday 29 August	Friday 26 September	Friday 31 October		Thursday 11 December
Chief Executive's report	Bi-monthly		x		x	x	x	x	x	x	x		x
Wellbeing and Safety report	Bi-monthly		x		x			x		x		x	
Te Tiriti monitoring	Quarterly				x								
Risk deep dives	4-monthly		Academic portfolio & quality		Te Tiriti risks				People risks		TBC		
Annual report	Annually				x								
Briefing to Incoming Minister	Triennially				Information								
Investment plan	Annually						x						
Pastoral code self-report	Annually						x						
EPI report	Annually							x					
Statement of performance expectations	Annually										Draft		Final
Any essential policies required in next 6-12 months	As required					Treasury policy & standing delegations register	Procurement policy & sensitive expenditure policy						
Workshop	As required												
Finance Risk and Audit	Monthly		Friday 28 February	Friday 28 March	Wednesday 30 April	Friday 30 May	Monday 30 June	Friday 31 July	Friday 29 August	Friday 26 September	Friday 31 October	Friday 28 November	
Report from Chief Financial Officer	Monthly		x	x	x	x	x	x	x	x	x	x	
VET Future State update	Monthly		x	x	x	x	x	x	x	x	x	x	
Programme governance: Finance systems and DSR	Quarterly		x			x		x				x	
Risk report	Quarterly		x			x		x				x	
Property report	Quarterly		x			x		x				x	
Treasury report	Quarterly		x			x		x				x	
Contentious legal matters	Quarterly		x			x		x				x	
Annual report incl. financial statements, letter of representation, & going concern assessment	Annually		2025 update		Going concern assessment	Approval							
Legislative compliance	Annually		x										
Delegations policy and register	As required			x									
Status of external audit recommendations	Quarterly					x			x			x	
Financial approvals	As required						5-year capital plans				Insurance		
Crown financial statements	Annually								Fraud questionnaire & LOR				
Pre-year-end review of issues and assumptions	Annually								TBC				
Risk management framework	As required												
Other policy approvals	As required												
Appointment and Remuneration	Six-monthly			Monday 31 March			Wednesday 25 June					Friday 28 November	
Subsidiary AGMs	Annually			x									
Appointments to Committees	As required			x									
Chief Executive KPIs	Annually						x						
Chief Executive performance review	Six-monthly						x					x	
Subsidiary and trust appointments	As required												
Wellbeing and Safety	Quarterly			Thursday 27 March				Thursday 17 July		Friday 5 September		Wed 26 November	
Deep dives and continuous education	Quarterly			x				x		x		x	
Statements of commitment to wellbeing and safety	Annually			x									
2025 officer engagement plan	Annually			x									
Pastoral code self-review	Annually							x					
Pastoral care policy (TBC)	Biennially							x					
Wellbeing and safety reporting	One-off							x					
Wellbeing and safety policy	Annually									x			
Ākonga pastoral code framework (TBC)	Biennially									x			
Officer self-review of duty to exercise due diligence	Annually											x	

APPROVED 10 October 2024
Updated 24 June 2025

Te Pūkenga
Annual Governance Work Plan 2025

		Financial Year 2025											
	Frequency	January	February	March	April	May	June	July	August	September	October	November	December
Te Poari Akoranga	Bi-monthly	Tue 28 Jan		Thursday 13 March		Thursday 15 May	Thursday 26 June			Thursday 11 September		Thursday 6 November	
Reports from local academic committees	Bi-monthly	x		x		x	x			x		x	
Reports from ngā ohu whakahaere	Bi-monthly	x		x		x	x			x		x	
2025 workplan for Te Poari Akoranga and ngā ohu whakahaere	Annually	x											
Academic risk monitoring	Bi-monthly			x		x	x			x		x	
Pastoral code self-review	Annually						x						
Investment plan	Annually						x						
Unified Level 7+ programme approvals	As required						Master of Applied Science						
Distribution of unified programmes following disestablishment	One-off						x						
Research-related SPE results	Annually						x						
Academic and ethical processes of new entities	One-off									x			
Monitoring reports	As required												
Te Poari Akoranga self-assessment for 2025	Annually											x	
2026 meeting dates and workplan (if required)	Annually											x	
Advisory Committees	Six-monthly			7-10 March	4 April				August dates TBC		October dates TBC		
Disestablishment update (for information)	As required			IKAC/ILAC	IMAC				All		All		
2025 workplan	Annually			IKAC/ILAC	IMAC								
Work-based learning options (for information)	One-off			IKAC/ILAC	IMAC								
Research function (for information)	One-off			IKAC									
Supporting kaimahi through change (for feedback)	As required			IKAC									
Input to legislative change (for feedback)	One-off			IKAC/ILAC	IMAC								
Investment plan (for information)	Annually								All				
Pastoral code self-review (for information)	Annually								ILAC				
Learner success plans and disability action plans (for information)	One-off								ILAC				
Learner success Community of Practice (for information)	One-off								ILAC				
Seismic assessments for Te Pūkenga marae and Māori hubs (TBC)	Annually								IMAC				
Lessons learnt from Te Pūkenga (for feedback)	As required								All		All		
Statement of performance expectations (for feedback)	Annually										All		



Te Pūkenga Council Register of Interests

1 May 2025

Name	Interest	Nature of Interest
Sue McCormack Acting Chair	Canterbury Earthquakes Insurance Tribunal	Judicial Officer
	University of Canterbury	Past Chancellor
	Dress for Success	Honorary solicitor
Heath Sawyer Member	Te Pūkenga staff member	Employee
Jordan Gush Member	Peseta Sam Lotu-liga, Executive Director Rohe 1 Te Pūkenga	Uncle
	Plumbers and Gasfitters Board	Mother is a member
Teorongonui Josie Keelan Member	University of Auckland	Journal administrator and reviewer
Jeremy Morley Member	Wellington Free Ambulance	Contractor
	Racing New Zealand	Chair and Director
	Warwick Trust	Settlor, Trustee, and Beneficiary
	Wellington Over 60s Cricket	Treasurer and Member
	Wellington Bridge Club Inc	Honorary Auditor
Sam Huggard Member	New Zealand Educational Institute Te Riu Roa	Employee
Bill Moran 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

Name	Interest	Nature of Interest
	At the World's Edge Music Foundation UK	Trustee
	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 30 May 2025 ordinary meeting

30/05/2025 | 12:30 PM - Auckland, Wellington New Zealand Standard Time

Kotahitanga room, MITO Wellington

Attendees (7)

Jeremy Morley; 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 (Deputy Chief Executive), Deborah Young (Te Poari Akoranga Co-Chair, item 4.1), Kara Hiron (Legal Director, item 10.), Rachael Brown (Partner, Bell Gully, item 10.1), James Smith (Chief Financial Officer, item 10.2).

Karakia timatanga

Jordan Gush delivered the opening karakia and the meeting started at 1.02pm.

Open agenda

1. Welcome/apologies/notices

No apologies have been received.

2. Administration (open)

2.1 Council membership and 2025 schedule of committees and workplan

The Council noted the membership terms, 2025 workplan and schedule of meetings for 2025.

2.2 Register of interests

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

2.3 Minutes (draft) of the meeting held 10 April 2025 (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 10 April 2025 as a true and correct record.

CARRIED

3. Chief Executive's open report

RESOLVED (S. McCormack/S. Huggard)

That Te Pūkenga Council:

1. *Receive the report titled 'Chief Executive's Report to Council - Open Session'.*
2. *Note the update on current issues, key achievements and highlights arising during the reporting period.*

CARRIED

4. Reports from Committees

4.1 Report from open portion of Te Poari Akoranga held 15 May 2025

The Council noted that Te Poari Akoranga affirmed changes to the Terms of Reference for Te Ohu Whakahaere Approvals to align to NZQA changes allowing business divisions to approve new programmes.

The Council discussed unified programmes and its disappointment that unification is no longer proceeding as this removed duplication in the system. It noted that the existing unified programmes are working well together and that Management is working with NZQA on what will happen to unified programmes at the end of Te Pūkenga. It also noted that some business divisions want to continue to collaborate on shared programmes.

RESOLVED (S. McCormack/B. Moran)

That Te Pūkenga Council:

1. *Receives the report titled '15 May 2025 Te Poari Akoranga hui open portion.'*
2. *Notes that Te Poari Akoranga approved:*
 - *Sub-delegation to Te Ohu Whakahaere Approvals to approve Type 2 changes to Level 1-6 unified programmes.*
 - *Sub-delegation to Local Academic Committees to approve new (non-unified) programmes to be delivered by their business division.*
 - *Revised Terms of Reference for Te Ohu Whakahaere Approvals to reflect the change in its delegations.*
3. *Notes that Te Poari Akoranga received reports and noted approvals from the following Local Academic Committees:*

- *Whitireia and WelTec*
 - *Toi Ohomai*
 - *Otago Polytechnic*
 - *Eastern Institute of Technology*
 - *Competenz*
 - *Open Polytechnic*
 - *Ara*
 - *ServiceIQ*
 - *NorthTec*
 - *Wintec*
 - *WITT*
4. *Notes that Te Poari Akoranga received Local Academic Committee reports from Tai Poutini Polytechnic, Primary ITO, and MITO where no approvals were made.*

CARRIED

5. Correspondence

There was no correspondence to note on the open portion of the agenda.

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

No other business was raised.

7. Resolution to exclude the public

RESOLVED (S. McCormack/J. Morley)

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 per the table below:

Item	General subject of each matter to be considered	Section(s)
8.	Administration	
8.1	Minutes of the closed portion of the meeting held 10 April 2025	Section 9(2)(b)(ii) OIA

Item	General subject of each matter to be considered	Section(s)
		Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
8.2	Ngā mahi hei Actions	Section 9(2)(g)(ii) OIA
9.	Regular reporting	
9.1	Chief Executive's closed report	Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA
10.	Risk and compliance	
10.1	Analysis of the Education and Training (Vocational Education and Training System) Amendment Bill	Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA
10.2	Treasury Policy and Standing Delegations Register	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11.	Reports from and relating to Committees	
11.1	Report from closed portion of Finance, Risk and Audit Committee meeting held 30 April 2025	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
11.2	Report from closed portion of Te Poari Akoranga held 15 May 2025	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA
12.	Inwards correspondence (confidential)	
12.1	Letter from TEC Chief Executive, 16 April 2025	Section 9(2)(g)(ii) OIA
12.2	Letter from TEC Chief Executive, 14 May 2025	Section 9(2)(g)(ii) OIA Section 9(2)(j) OIA
13.	Outwards correspondence (confidential)	
13.1	Letter to Gus Gilmore, Tilly McKay and Megan Potiki, 28 March 2025	Section 9(2)(g)(ii) OIA
13.2	Letter to Minister for Vocational Education, 2 May 2025	Section 9(2)(g)(ii) OIA
13.3	Letter to TEC Chief Executive, 26 May 2025	Section 9(2)(g)(ii) OIA Section 9(2)(j) OIA
14.	He take atu anō Any other business	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA

Item	General subject of each matter to be considered	Section(s)
		Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
15.	Confirmation of actions from this meeting	Section 9(2)(g)(ii) OIA
16.	Board time	Section 9(2)(g)(ii) 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 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*
- *James Smith*
- *Antoinette Wood*
- *Kara Hiron*
- *Kieran Hewitson; and*
- *Certain employees of Bell Gully, namely Rachael Brown*

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.

CARRIED

The meeting closed at 2.53pm.

Te Pūkenga report



30 June 2025

Report to	Te Pūkenga Council
Title	Chief Executive’s report to Council – open session
Provided by	Gus Gilmore, Tumuaki Chief Executive
For	Information
Classification	Unclassified
Endorsement (if any)	N/A

Recommended resolutions

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

1.	Receive the report titled ‘Chief Executive’s report to Council – open session’.
2.	Note the update on current issues, key achievement and highlights arising during the reporting period.

Kōrero Whakapōpoto | Executive Summary

- 1. As at 13 June 2025, enrolments across the network are 3% above the same point last year, with domestic learners up 2% and international learners up 13%. International momentum has been boosted by two transnational education agreements concluded during the Prime Minister’s June trade mission to China. Once established, these are expected to deliver roughly \$4 million in annual revenue and a strong platform for further collaboration.
- 2. Financially, the forecast full year group deficit has moved from the budgeted \$6.1 million to \$6.9 million.

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

Stakeholder and sector engagement

- 3. Regular hui with the TEC and Ministry of Education have centred on transition milestones, regional viability thresholds and the practical mechanics of disestablishment. At the request of officials, we have supplied an aggregated view of business division level baseline positions and workforce planning assumptions. This work will feed directly into the viability review now under way for Work-based Learning (WBL).

Te Pūkenga report



30 June 2025

Media and public commentary

4. Coverage over the past month has been mixed. RNZ and The Spinoff ran pieces highlighting staff anxiety, potential programme closures and the legal challenge mooted by kaimahi at Whitireia and WelTec. The Otago Daily Times followed a similar thread, focusing on the human impact of restructuring proposals. In response, we have made relevant business division leaders and myself available for interviews, provided background briefings and published factsheets that explain timing, consultation steps and support available for affected staff.
5. In contrast, several business divisions have profiled success stories:
 - Wintec's 2025 graduation ceremonies celebrated more than 1,200 graduates across four events, drawing positive local media attention.
 - Ara Institute of Canterbury launched the inaugural *Waitaha Canterbury Young Chef Championship*, showcasing emerging culinary talent and attracting support from industry partners.
 - Otago Polytechnic hosted the *Smart Sustainable Development* conference, reinforcing its reputation for applied research and community engagement. These stories have helped balance the public narrative and underline the continuing strengths of the network while change is under way.
 - Te Pūkenga, Spark and Open Polytechnic launched an "Introduction to Generative AI" micro-credential, with Spark sponsoring 30 digi-coaches who will use library and community hubs to boost digital confidence nationwide. Separately, through an initiative with Seen Ventures and backed by MSD, UDC Finance and Performance Building Solutions, we launched the 12-week "AI Solutions Accelerate" micro-credential, giving learners hands-on experience on live AI projects and clear pathways into tech roles.

Financial performance (year-to-date)

6. Enrolments for the year to date continue to track ahead of 2024 for ITP business divisions, while the unfavourable enrolment variance for WBL business divisions is starting to increase.
7. The 2025 group deficit was budgeted at \$6.1 million. It is important to note the deficit assumes we will receive \$21.8 million of additional revenue from TEC – this has not been agreed with TEC to date.
8. Te Pūkenga Group financial performance to date remains favourable to budget however we are now forecasting a deficit of \$6.9m at year end. This will be tested further as we develop the 6-month actual/6-month forecast in July.

ITP division 2025 year to date enrolments compared to 2024 – as at 13 June

Enrolment type (EFTS)	2025 YTD	2024 YTD	YTD % variance
Domestic	47,696	46,775	2%

Te Pūkenga report



30 June 2025

Enrolment type (EFTS)	2025 YTD	2024 YTD	YTD % variance
International	5,515	4,862	13%
Total	53,211	51,637	3%

Business division highlights

9. International education: Applications from China, India and the Philippines continue to trend upward. Semester Two confirmation periods will show whether that interest converts at anticipated levels.
10. WBL – Connexis: Learner numbers remain ahead of 2024 despite wider softness in the apprenticeship market, reflecting strong employer relationships in the utilities sector.

2024 Audit

11. We expect our final 2024 Annual Report to be tabled in Parliament during the week of 23 June. We can confirm we made a surplus in 2024. This is an excellent result and the teams across the network can be immensely proud of what they have achieved.

Progressing establishment and transition

12. Work continues across all workstreams of the VET Future State Programme. All workstreams are aligned to support a stable, well-managed transition that delivers on Government objectives.

Work-based learning viability

13. Following receipt of the TEC's letter requiring Te Pūkenga to obtain specialist help for our WBL divisions, we have contracted the named consultancies. Their scope of work at a high-level is:
 - Confirming the financial position of each business division (including undertaking downside sensitivity analysis).
 - Advising on what financial improvement initiatives and changes to business division operating models need to be undertaken to ensure long-term financial sustainability of future independent organisations.
 - Understanding recapitalisation needs to support future independent operations.
14. We expect the initial work to be completed by the end of July but will enable WBL business divisions and consultants to move faster where possible.

ITP and WBL transition

15. We are working closely with the TEC to understand and inform their guidance and expectations for transition plans. We are also supporting divisions in preparing the likely activities and material needed for transition plans. Activity includes:
 - Identifying and collating key information to inform transition and operational plans for business divisions

Te Pūkenga report



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30 June 2025

- Supporting business divisions to develop transition plans
 - Supporting organisational design, employment continuity, and workforce transitions
 - Coordinating with TEC on asset transfer, Investment Plan readiness, and statutory compliance
 - Finalising the scope and operating model for the residual NZIST, including system wind-downs.
16. Business divisions will lead their transition and development of their transition plans with central support, oversight and reporting.

National academic intellectual property repository (Apōpō)

17. The Apōpō workstream is focused exclusively on the development of a national repository for academic intellectual property. Progress this month includes:
- Establishing the cataloguing framework for academic content, with input from across all ITP and WBL business divisions
 - Beginning the migration and preservation of high-value academic resources, including digital content, assessments, and learning objects.
18. This repository will ensure a smooth disestablishment process and provide future entities with the educational content required to sustain and evolve their provision models.

Other matters

Supporting the Prime Minister's Mission to China

19. Earlier this month I travelled to China as part of the Prime Minister's Trade Mission, engaging with education agents and supporting new international agreements at the Beijing New Zealand Education Connect Event.
20. These include a dual degree and exchange agreement between Unitec and Shanghai University of Engineering Science (projected to generate NZD \$300,000 annually), and a Memorandum of Understanding between NMIT and Zhejiang University of Water Resources and Electric Power to deliver three degrees in China, expected to generate over NZD \$4 million per year once fully implemented.

Submission to the Education and Workforce Select Committee

21. We made a submission to the Education and Workforce Committee on the Education and Training (Vocational Education and Training System) Amendment Bill, with an intention to appear before the Select Committee. The submission has been developed by the Executive Leadership Team and has been shared with Council, though the Council is not a signatory.
22. The submission highlights our support for the Bill's aims - particularly its focus on improving responsiveness to regional and industry needs - while also recommending changes to ensure clarity and effectiveness in implementation. Key points include:

Te Pūkenga report



30 June 2025

- Recommending amendment of the Bill to enable successor organisations to offer employment prior to the approval of a transition plan and 1 January 2026, allowing sufficient time to make conditional employment offers and prepare systems ahead of transition.
- The need to restore stronger obligations for Māori, Pacific, and disabled learners, which we consider are currently diminished in the Bill.
- Recommendations to strengthen the oversight and accountability for collaboration and shared services through Investment Plans and annual reporting.
- The need to ensure funding systems and provisions reflect the changing nature of education and training and support long term viability of the sector.
- Questioning the added complexity of the federation model and proposing simpler alternatives where possible.
- Recognising the value of public assets if/when they were to be transferred to private ownership.

Te Pūkenga report



30 June 2025

4.1

Report to	Te Pūkenga Council
Title	Nelson Polytechnic Educational Society Inc.
Provided by	Ziena Jalil, Deputy Chief Executive
Author	Richard Browning, Legal Advisor
For	Approval
Classification	Unclassified
Endorsement (if any)	N/A

Recommended resolutions

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

1.	Receive the report titled 'Nelson Polytechnic Educational Society Inc'.
2.	Acting as the Members of the Nelson Polytechnic Educational Society Inc., hold the annual general meeting of the Society.
3.	Appoint Eric Sinclair and Susannah Roddick as members of the Nelson Polytechnic Educational Society Inc.
4.	Reconstitute the Executive Committee of the Nelson Polytechnic Educational Society Inc. by appointing Eric Sinclair and Susannah Roddick and reappointing Olivia Hall, Nicole Akuhata and Kate Neame as members of that Executive Committee.
5.	Receive and approve the financial statements of the Nelson Polytechnic Educational Society Inc. for the years ended 31 December 2023 and 31 December 2024.
6.	Authorise the application of electronic signatures to the enclosed resolutions.

Te pūtake o tēnei pūrongo | Purpose of this report

- The purpose of this report is that the Council, as the members of the Nelson Polytechnic Educational Society Inc. (NPES) in annual general meeting, pass resolutions for the purpose of:
 - Receiving and approving the annual report/financial statements of NPES for the years ended 31 December 2023 and 31 December 2024.
 - Appointing Eric Sinclair and Susannah Roddick as members of NPES in accordance with the resolution attached.
 - Appointing Eric Sinclair and Susannah Roddick and reappointing Olivia Hall, Nicole Akuhata and Kate Neame as members of that Executive Committee in accordance with the resolutions attached.

Te Pūkenga report



30 June 2025

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Te hāngaitanga rautaki | Strategic relevance

2. This matter is relevant to the Chief Executive's overall performance and accountability KPI as it ensures that NPES will meet its statutory requirements.

Te tāhuhu kōrero | Background

3. Nelson Polytechnic Education Society Inc., an incorporated society, is part of the network of Te Pūkenga. Its proper functioning and the fulfilment of its charitable objectives fall within the objectives of Te Pūkenga to provide for the needs of learners and trainees – in this case, those in the Nelson-Marlborough region.
4. NPES was formed as an incorporated society on 14 June 1979 to promote and maintain the welfare of the former Nelson Polytechnic Institute and its students and staff, and to provide academic bursaries and scholarships
5. Under the Rules of NPES its members are stated to comprise the board of Nelson-Marlborough Institute of Technology Limited (Rule 5.1(a)) and any other persons agreed to be accepted by the Society in general meeting. By operation of the Education and Training Act 2020, the members of NPES are now the members of Te Pūkenga Council.
6. The operations and administration of NPES are to be undertaken by an Executive Committee whose members are to be appointed each year at the annual general meeting (Rule 9.2). Executive Committee members are appointed for a term of one year only. This Committee is intended to comprise a president and four members of NPES. Te Pūkenga Council held an annual general meeting of NPES on 6 September 2023 and appointed Olivia Hall, Julie Bytheway, Nicole Akuhata and Kate Neame as members of the Executive Committee.
7. Because no annual general meeting was held in 2024, those positions on the Executive Committee have now fallen vacant and the Committee is not able to function.
8. In addition, the business of the annual general meeting is to approve the annual report (i.e. the financial statements). The annual general meeting must be held once each calendar year (Rule 13.1) but, to date, no such meeting has yet been held for 2025.

Whai whakaaro me whakatau rānei | Discussion / decision

9. Under the Education and Training Act, the members of the Council now constitute the members of NPES. There are no other persons or committees who could validly perform the actions proposed in this report.

Additional Society members

10. As well as holding the role of Executive Director at NMIT, Olivia Hall is also Chair of Te Rūnanga o Ngāti Rārua and the National Iwi Chairs Mātauranga Iwi Leaders Group.

Te Pūkenga report



30 June 2025

4.1

11. Nicole Akuhata and Kate Neame are both senior leaders at the NMIT business division. Nicole Akuhata is currently Head of Department Learner Services; and Kate Neame is currently Director, Demand Management.
12. The proposed additional appointees are both senior leaders at the NMIT business division. Eric Sinclair is currently Director - Digital, Facility and Finance; and Susannah Roddick is currently Director - Academic and Teaching.

Learner outcomes

13. If the Executive Committee is not reconstituted, there will be no valid way for NPES to grant scholarships in 2025.

Engagement/consultation

Group engaged with	Level of engagement	Commentary
Staff at NMIT – in particular, those responsible for compliance; and past members of the Executive Committee	Collaborate	Discussions regarding the process needed to make NPES operational again, and as to the recommended persons to form the Executive Committee

Te tirohanga taha pūtea | Financial considerations

14. NPES' latest financial statements show assets and equity of \$1,150,920 and that scholarships totalling \$49,006 were paid in the last financial year.

Ngā tino raru ka heipū mai | Key risks

Risk description	Potential consequences	Current mitigation
NPES is in a position where it is unable to function	(i) Scholarships are not able to be awarded for 2025 (ii) Reputational damage – NPES has received substantial funds from donors	Taking the actions set out in this report will remove all these risks.

Te ahunga ki mua | Next steps

15. The Rules of NPES are unnecessarily complex and cumbersome. Being an incorporated society adds to that complexity. Given the impending transition of Te Pūkenga business divisions to stand-alone entities, the future of the Society will form part of the transition plans for NMIT, and feedback may be sought from its Establishment Advisory Board.

Te Pūkenga report



30 June 2025

4.1

Ngā tāpiritanga | Appendices

Appendix 1: Proposed resolutions for annual general meeting of members of NPES for 2025.

Appendix 2: Financial statements of NPES for the year ended 31 December 2024.

Appendix 3: Financial statements of NPES for the year ended 31 December 2023.

NELSON POLYTECHNIC EDUCATIONAL SOCIETY INC.
RESOLUTIONS PURSUANT TO A GENERAL MEETING OF MEMBERS
IN ACCORDANCE WITH RULE 13.1

BACKGROUND

- A. Nelson Polytechnic Educational Society Inc. (**Society**) was established as an incorporated society on 14 June 1979 with Rules that were amended on 17 May 1990, 28 May 1996 and 28 April 2021 (**Rules**).
- B. Pursuant to Rule 5.1(a), which states that the members of the Society are the board of directors of Nelson Marlborough Institute of Technology Limited, and to the operation of the Education and Training Act 2020, which states that any reference in any document to Nelson Marlborough Institute of Technology Limited must now be read as a reference to Te Pūkenga (clause 4(2)(b) of Schedule 14), the current members of the Society are those persons who are the members of Te Pūkenga Council together with Olivia Hall, Nicole Akuhata and Kate Neame (executives of NMIT previously appointed by Council) (**Members**).
- C. These resolutions are passed pursuant to an annual general meeting of Members in accordance with Rule 13.1.
- D. For the sake of the proper administration and conduct of the business of the Society, the Members wish to fill the existing vacancies on the Executive Committee of the Society by electing Eric Sinclair and Susannah Roddick as members of the Society and to appoint those persons to be members of the Executive Committee of the Society.
- E. Because the terms of the other members of the Executive Committee have expired, the Members also wish to reappoint Olivia Hall, Nicole Akuhata and Kate Neame as members of the Executive Committee of the Society.

RESOLUTIONS

The Members, pursuant to Rule 5.1, hereby resolve:

- 1. That Eric Sinclair and Susannah Roddick be elected as members of the Society.
- 2. That the names of those Members be recorded in the Register of Members in accordance with Rule 6.
- 3. That Eric Sinclair and Susannah Roddick be appointed as members of the Executive Committee and that Olivia Hall, Nicole Akuhata and Kate Neame be reappointed as members of the Executive Committee.
- 4. That, in accordance with Rule 13.7(b), the financial statements of the Society for the financial years ended 31 December 2023 and 31 December 2024 are received and approved.

5. That the above resolutions and appointments be accepted as valid decisions of the Society in general meeting notwithstanding that there may have been a want of procedure such as lack of notice of the meeting.
6. That the Legal team be authorised to complete and file the requisite documentation giving effect to these appointments.

DATED

2025

Council Chair (Acting) and Society member – Sue McCormack

Council member and Society member – Bill Moran

Council member and Society member – Sam Huggard

Council member and Society member – Dr Teorongonui Josie Keelan.....

Council member and Society member – Heath Sawyer

Council member and Society member – Jordan Gush

Council member and Society member – Jeremy Morley

NMIT Executive Director and Society member - Olivia Hall

NMIT Head of Department Learner Services and Society member - Nicole Akuhata

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NMIT Director, Demand Management and Society member - Kate Neame

.....

Nelson Polytechnic Educational Society Incorporated

Performance Report

For the year ended
31 December 2024

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Nelson Polytechnic Educational Society Incorporated

Statement of Responsibility

For the year ended
31 December 2024

Nelson Marlborough Institute of Technology management accept responsibility for the preparation of the financial statements and judgements used in them, and hereby adopt the financial statements as presented. They also accept responsibility for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the financial reporting.

In management's opinion, the financial statements for the year ended 31 December 2024 fairly reflect the financial position and financial performance achievements of Nelson Polytechnic Educational Society Incorporated. Given the change in audit processes utilised across Te Pūkenga in 2024 we note no external audit will be completed on these financial statements.

Signed by:



Olivia Hall
Regional Executive Director

Signed by:



James Smith
Interim Chief Financial Officer

Nelson Polytechnic Educational Society Incorporated**Entity Information****For the year ended
31 December 2024**

Legal Name of Entity:	Nelson Polytechnic Educational Society Incorporated
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Type of Entity and Legal Basis (if any):	Incorporated Society under the Incorporated Societies Act 1908
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Registration Number:	225211
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Entity's Purpose or Mission:

Nelson Polytechnic Educational Society Incorporated was primarily incorporated for the purposes of providing student scholarships.

Entity Structure:

Nelson Polytechnic Educational Society Incorporated is controlled by Te Pūkenga by virtue of the appointment of Members of the Te Pūkenga Council. The Society is managed by the Executive Committee comprising a President and four members of the Society.

Main Sources of the Entity's Cash and Resources:

Nelson Polytechnic Educational Society Incorporated is mainly funded by revenue received from organisations for student scholarships, and interest earned on accumulated funds.

General Description of the Entity's Outputs

During the year ended 31 December 2024, Nelson Polytechnic Educational Society Incorporated awarded scholarships to students studying at Nelson Marlborough Institute of Technology and incurred scholarship related expenses to the value of \$49,006.

Contact details

Registered Office:	Te Pūkenga trading as Nelson Marlborough Institute of Technology, Private Bag 16, Nelson
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Nelson Polytechnic Educational Society Incorporated

Statement of Financial Performance

For the year ended
31 December 2024

	Actual 2024 \$	Actual 2023 \$
Revenue		
Donations, fundraising and other similar revenue:		
Donations	195,000	-
Interest received	54,742	55,336
Total Revenue	249,742	55,336
Expenses		
Scholarship Payments & Expenses:		
General/NMIT Fund	48,613	55,101
Arrow	-	-
Constellation Wines	-	-
Cultural Exchange Fund	-	-
Coca-Cola Fund	-	-
Fletcher Challenge	-	-
Forestry Trust Fund	-	-
Pre Trade	-	-
InterIslander Trust Fund	-	-
Kain Hardship Fund & L B Kain Trust	-	-
Marine Trust Fund	-	-
Marlborough Employment Enterprise Trust	-	-
Nelson Pine Industries	-	-
Safe Air	-	-
Spaux Squire Trust Fund	393	314
Tourism Scholarship	-	-
West Coast Forestry	-	-
Waimea Rugby	-	-
Total Expenses	49,006	55,415
Surplus/(Deficit) for the Year	200,736	(79)

Nelson Polytechnic Educational Society Incorporated**Statement of Financial Position**

As at
31 December 2024

	Note	Actual 2024 \$	Actual 2023 \$
Assets			
Current Assets			
Bank accounts and cash		-	-
Other financial asset - Te Pukenga trading as Nelson Marlborough Institute of Technology		1,150,920	950,184
Total Current Assets		1,150,920	950,184
Total Assets		1,150,920	950,184
Liabilities			
Current Liabilities			
Creditors and accrued expenses		-	-
Other financial liability - Te Pukenga trading as Nelson Marlborough Institute of Technology		-	-
Total Current Liabilities		-	-
Total Liabilities		-	-
Total Assets less Total Liabilities (Net Assets)		1,150,920	950,184
Equity	1		
Contributed capital		-	-
Accumulated surpluses or (deficits)		1,150,920	950,184
Total Equity		1,150,920	950,184

 President

 Date

Nelson Polytechnic Educational Society Incorporated

Statement of Cash Flows

For the year ended
31 December 2024

	Actual 2024 \$	Actual 2023 \$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	195,000	-
Interest, dividends and other investment receipts	54,741	56,946
Cash was applied to:		
Scholarship payments	49,006	55,351
Payments to suppliers	-	3,450
Net Cash Flows from Operating Activities	200,735	(1,855)
Cash Flows from Investing and Financing Activities		
Cash was received from:		
Advances of other financial assets	-	1,855
Cash was applied to:		
Repayment of other financial assets	200,735	-
Net Cash Flows from Investing and Financing Activities	(200,735)	1,855
Net Increase / (Decrease) in Cash	-	-
Opening Cash	-	-
Closing Cash	-	-
This is represented by:		
Bank Accounts and Cash	-	-

Nelson Polytechnic Educational Society Incorporated

Statement of Accounting Policies

For the year ended
31 December 2024

Basis of Preparation

Nelson Polytechnic Educational Society Incorporated has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

Nelson Polytechnic Educational Society Incorporated is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

Revenue

Grants

Grants are recognised as revenue when the funding is received unless there is an obligation to return the funds if conditions of the grant are not met ("use or return condition"). If there is such an obligation, the grant is initially recorded as a liability and recognised as revenue when the conditions of the grant are satisfied.

Interest revenue

Interest revenue is recorded as it is earned during the year.

Debtors

Debtors are initially recorded at the amount owed. When it is likely the amount owed (or some portion) will not be collected, a provision for impairment is recognised and the loss is recorded as a bad debt expense.

Creditors and accrued expenses

Creditors and accrued expenses are measured at the amount owed.

Equity

Equity is measured as the difference between total assets and total liabilities.

Changes in Accounting Policies

There have been no changes in accounting policies during the year ended 31 December 2024.

Nelson Polytechnic Educational Society Incorporated

Notes to the Performance Report

For the year ended
31 December 2024

Note 1: Equity Summary

2024						
Description	Opening Balance	Interest	Other Revenue	Expenditure	Net Movement	Closing Balance
General/NMIT Fund	597,143	27,392	-	(48,613)	(21,221)	575,922
Arrow	45,959	2,295	-	-	2,295	48,254
Cultural Exchange Fund	41,786	2,087	-	-	2,087	43,873
Coca-Cola Fund	533	26	-	-	26	559
Fletcher Challenge	8,417	421	-	-	421	8,838
Forestry Trust Fund	33,446	1,670	-	-	1,670	35,116
Pre Trade	37,016	1,848	-	-	1,848	38,864
InterIslander Trust Fund	17,822	890	-	-	890	18,712
J A Ring	-	9,738	195,000	-	204,738	204,738
Kain Hardship Fund & L B Kain Trust	66,208	3,307	-	-	3,307	69,515
Marine Trust Fund	6,495	325	-	-	325	6,820
Marlborough Employment Enterprise Trust	132	7	-	-	7	139
Nelson Pine Industries	53,906	2,692	-	-	2,692	56,598
Spaux Squire Trust Fund	11,123	536	-	(393)	143	11,266
Tourism Scholarship	20,233	1,010	-	-	1,010	21,243
West Coast Forestry	6,889	344	-	-	344	7,233
Waimea Rugby	3,076	154	-	-	154	3,230
Closing Balance	950,184	54,742	195,000	(49,006)	200,736	1,150,920

2023						
Description	Opening Balance	Interest	Other Revenue	Expenditure	Net Movement	Closing Balance
General/NMIT Fund	617,468	34,776	-	(55,101)	(20,325)	597,143
Arrow	43,282	2,677	-	-	2,677	45,959
Cultural Exchange Fund	39,353	2,433	-	-	2,433	41,786
Coca-Cola Fund	502	31	-	-	31	533
Fletcher Challenge	7,927	490	-	-	490	8,417
Forestry Trust Fund	31,498	1,948	-	-	1,948	33,446
Pre Trade	34,860	2,156	-	-	2,156	37,016
InterIslander Trust Fund	16,784	1,038	-	-	1,038	17,822
Kain Hardship Fund & L B Kain Trust	62,352	3,856	-	-	3,856	66,208
Marine Trust Fund	6,117	378	-	-	378	6,495
Marlborough Employment Enterprise Trust	125	7	-	-	7	132
Nelson Pine Industries	50,767	3,139	-	-	3,139	53,906
Spaux Squire Trust Fund	10,789	648	-	(314)	334	11,123
Tourism Scholarship	19,054	1,179	-	-	1,179	20,233
West Coast Forestry	6,488	401	-	-	401	6,889
Waimea Rugby	2,897	179	-	-	179	3,076
Closing Balance	950,263	55,336	-	(55,415)	(79)	950,184

Nelson Polytechnic Educational Society Incorporated**Notes to the Performance Report**

For the year ended
31 December 2024

Note 2: Related Party Transactions

Description of Related Party Relationship	Description of the Transaction (whether in cash or amount in kind)	2024	2023	2024	2023
		\$	\$	\$	\$
		Value of Transactions	Value of Transactions	Amount Outstanding	Amount Outstanding
Te Pukenga trading as NMIT controls Nelson Polytechnic Educational Society Incorporated	Accounting and administration services provided by Te Pukenga trading as NMIT to NPES are provided at no cost.	-	-	-	-
Te Pukenga trading as NMIT controls Nelson Polytechnic Educational Society Incorporated	Te Pukenga trading as NMIT holds funds on behalf of NPES.	-	-	1,150,920	950,184
Te Pukenga trading as NMIT controls Nelson Polytechnic Educational Society Incorporated	Te Pukenga trading as NMIT invests funds on behalf of NPES. The interest is paid to NPES.	54,742	55,336	-	-

Note 3: Commitments to Provide Grants

There were no commitments to provide grants at balance date (2023 - Nil).

Note 4: Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

Note 5: Commitments and Contingencies**Commitments**

There are no commitments as at balance date (2023 - \$Nil).

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (2023 - \$Nil).

Nelson Polytechnic Educational Society Incorporated

Performance Report

For the year ended
31 December 2023

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Nelson Polytechnic Educational Society Incorporated

Statement of Responsibility

**For the year ended
31 December 2023**

Nelson Marlborough Institute of Technology management accept responsibility for the preparation of the financial statements and judgements used in them, and hereby adopt the financial statements as presented. They also accept responsibility for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the financial reporting.

In management's opinion, the financial statements for the year ended 31 December 2023 fairly reflect the financial position and financial performance achievements of Nelson Polytechnic Educational Society Incorporated. Given the change in audit processes utilised across Te Pūkenga in 2023 we note no external audit will be completed on these financial statements.

Signed by



Olivia Hall
Regional Executive Director

Signed by



James Smith
Regional Finance Director, rohe 3
24-Jun-24

Nelson Polytechnic Educational Society Incorporated**Entity Information****For the year ended
31 December 2023**

Legal Name of Entity:	Nelson Polytechnic Educational Society Incorporated
Type of Entity and Legal Basis (if any):	Incorporated Society under the Incorporated Societies Act 1908
Registration Number:	225211
Entity's Purpose or Mission: Nelson Polytechnic Educational Society Incorporated was primarily incorporated for the purposes of providing student scholarships.	
Entity Structure: Nelson Polytechnic Educational Society Incorporated is controlled by Te Pūkenga by virtue of the appointment of Members of the Te Pūkenga Council. The Society is managed by the Executive Committee comprising a President and four members of the Society.	
Main Sources of the Entity's Cash and Resources: Nelson Polytechnic Educational Society Incorporated is mainly funded by revenue received from organisations for student scholarships, and interest earned on accumulated funds.	
General Description of the Entity's Outputs During the year ended 31 December 2023, Nelson Polytechnic Educational Society Incorporated awarded scholarships to students studying at Nelson Marlborough Institute of Technology and incurred scholarship related expenses to the value of \$55,415.	
Contact details	
Registered Office:	Te Pūkenga trading as Nelson Marlborough Institute of Technology, Private Bag 16, Nelson

Nelson Polytechnic Educational Society Incorporated**Statement of Financial Performance**For the year ended
31 December 2023

	Actual 2023 \$	Actual 2022 \$
Revenue		
Donations, fundraising and other similar revenue:		
Scholarships	-	-
Interest received	55,336	18,813
Total Revenue	55,336	18,813
Expenses		
Scholarship Payments & Expenses:		
General/NMIT Fund	55,101	73,988
Arrow	-	-
Constellation Wines	-	-
Cultural Exchange Fund	-	-
Coca-Cola Fund	-	-
Fletcher Challenge	-	-
Forestry Trust Fund	-	-
Pre Trade	-	-
Interislander Trust Fund	-	-
Kain Hardship Fund & L B Kain Trust	-	-
Marine Trust Fund	-	-
Marlborough Employment Enterprise Trust	-	-
Nelson Pine Industries	-	-
Safe Air	-	-
Spaux Squire Trust Fund	314	250
Tourism Scholarship	-	-
West Coast Forestry	-	-
Waimea Rugby	-	-
Audit Fees	-	3,450
Total Expenses	55,415	77,688
Surplus/(Deficit) for the Year	(79)	(58,875)

Nelson Polytechnic Educational Society Incorporated

Statement of Financial Position

As at
31 December 2023

	Note	Actual 2023 \$	Actual 2022 \$
Assets			
Current Assets			
Bank accounts and cash		-	-
Other financial asset - Te Pukenga trading as Nelson Marlborough Institute of Technology		950,184	953,713
Total Current Assets		950,184	953,713
Total Assets		950,184	953,713
Liabilities			
Current Liabilities			
Creditors and accrued expenses		-	-
Other financial liability - Te Pukenga trading as Nelson Marlborough Institute of Technology		-	3,450
Total Current Liabilities		-	3,450
Total Liabilities		-	3,450
Total Assets less Total Liabilities (Net Assets)		950,184	950,263
Equity	1		
Contributed capital		-	-
Accumulated surpluses or (deficits)		950,184	950,263
Total Equity		950,184	950,263

 President

 Date

Nelson Polytechnic Educational Society Incorporated

Statement of Cash Flows

For the year ended
31 December 2023

	Actual 2023 \$	Actual 2022 \$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	-	-
Interest, dividends and other investment receipts	56,946	18,813
Cash was applied to:		
Scholarship payments	55,351	73,988
Payments to suppliers	3,450	3,450
Accounts Receivable - Nelson Marlborough Institute of Technology		
Net Cash Flows from Operating Activities	(1,855)	(58,625)
Cash Flows from Investing and Financing Activities		
Cash was received from:		
Advances of other financial assets	1,855	58,625
Cash was applied to:		
Repayment of other financial assets	-	-
Net Cash Flows from Investing and Financing Activities	1,855	58,625
Net Increase / (Decrease) in Cash	-	-
Opening Cash	-	-
Closing Cash	-	-
This is represented by:		
Bank Accounts and Cash	-	-

Nelson Polytechnic Educational Society Incorporated

Statement of Accounting Policies

For the year ended
31 December 2023

Basis of Preparation

Nelson Polytechnic Educational Society Incorporated has elected to apply PBE SFR-A (PS) Public Benefit Entity Simple Format Reporting - Accrual (Public Sector) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

Nelson Polytechnic Educational Society Incorporated is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

Revenue

Grants

Grants are recognised as revenue when the funding is received unless there is an obligation to return the funds if conditions of the grant are not met ("use or return condition"). If there is such an obligation, the grant is initially recorded as a liability and recognised as revenue when the conditions of the grant are satisfied.

Interest revenue

Interest revenue is recorded as it is earned during the year.

Debtors

Debtors are initially recorded at the amount owed. When it is likely the amount owed (or some portion) will not be collected, a provision for impairment is recognised and the loss is recorded as a bad debt expense.

Creditors and accrued expenses

Creditors and accrued expenses are measured at the amount owed.

Equity

Equity is measured as the difference between total assets and total liabilities.

Changes in Accounting Policies

There have been no changes in accounting policies during the year ended 31 December 2023.

Nelson Polytechnic Educational Society Incorporated

Notes to the Performance Report

For the year ended
31 December 2023

Note 1: Equity Summary

2023						
Description	Opening Balance	Interest	Other Revenue	Expenditure	Net Movement	Closing Balance
General/NMIT Fund	617,468	34,776	-	(55,101)	(20,325)	597,143
Arrow	43,282	2,677	-	-	2,677	45,959
Cultural Exchange Fund	39,353	2,433	-	-	2,433	41,786
Coca-Cola Fund	502	31	-	-	31	533
Fletcher Challenge	7,927	490	-	-	490	8,417
Forestry Trust Fund	31,498	1,948	-	-	1,948	33,446
Pre Trade	34,860	2,156	-	-	2,156	37,016
Interislander Trust Fund	16,784	1,038	-	-	1,038	17,822
Kain Hardship Fund & L B Kain Trust	62,352	3,856	-	-	3,856	66,208
Marine Trust Fund	6,117	378	-	-	378	6,495
Marlborough Employment Enterprise Trust	125	7	-	-	7	132
Nelson Pine Industries	50,767	3,139	-	-	3,139	53,906
Spaux Squire Trust Fund	10,789	648	-	(314)	334	11,123
Tourism Scholarship	19,054	1,179	-	-	1,179	20,233
West Coast Forestry	6,488	401	-	-	401	6,889
Waimea Rugby	2,897	179	-	-	179	3,076
Closing Balance	950,263	55,336	-	(55,415)	(79)	950,184

2022						
Description	Opening Balance	Interest	Other Revenue	Expenditure	Net Movement	Closing Balance
General/NMIT Fund	682,681	12,225	-	(77,438)	(65,213)	617,468
Arrow	42,425	857	-	-	857	43,282
Cultural Exchange Fund	38,574	779	-	-	779	39,353
Coca-Cola Fund	492	10	-	-	10	502
Fletcher Challenge	7,770	157	-	-	157	7,927
Forestry Trust Fund	30,875	623	-	-	623	31,498
Pre Trade	34,169	691	-	-	691	34,860
Interislander Trust Fund	16,452	332	-	-	332	16,784
Kain Hardship Fund & L B Kain Trust	61,118	1,234	-	-	1,234	62,352
Marine Trust Fund	5,996	121	-	-	121	6,117
Marlborough Employment Enterprise Trust	122	3	-	-	3	125
Nelson Pine Industries	49,762	1,005	-	-	1,005	50,767
Spaux Squire Trust Fund	10,825	214	-	(250)	(36)	10,789
Tourism Scholarship	18,677	377	-	-	377	19,054
West Coast Forestry	6,360	128	-	-	128	6,488
Waimea Rugby	2,840	57	-	-	57	2,897
Closing Balance	1,009,138	18,813	-	(77,688)	(58,875)	950,263

Nelson Polytechnic Educational Society Incorporated**Notes to the Performance Report**For the year ended
31 December 2023**Note 2: Related Party Transactions**

		2023	2022	2023	2022
		\$	\$	\$	\$
Description of Related Party Relationship	Description of the Transaction (whether in cash or amount in kind)	Value of Transactions	Value of Transactions	Amount Outstanding	Amount Outstanding
Te Pukenga trading as NMIT controls Nelson Polytechnic Educational Society Incorporated	Fees charged for auditing the financial statements of NPES have been paid by Te Pukenga trading as NMIT and then charged to NPES.	-	3,450	-	-
Te Pukenga trading as NMIT controls Nelson Polytechnic Educational Society Incorporated	Accounting and administration services provided by Te Pukenga trading as NMIT to NPES are provided at no cost.	-	-	-	-
Te Pukenga trading as NMIT controls Nelson Polytechnic Educational Society Incorporated	Te Pukenga trading as NMIT holds funds on behalf of NPES.	-	-	950,184	950,263
Te Pukenga trading as NMIT controls Nelson Polytechnic Educational Society Incorporated	Te Pukenga trading as NMIT invests funds on behalf of NPES. The interest is paid to NPES.	55,336	18,813	-	-

Note 3: Commitments to Provide Grants

There were no commitments to provide grants at balance date (2022 - Nil).

Note 4: Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

Note 5: Commitments and Contingencies**Commitments**

There are no commitments as at balance date (2022 - \$Nil).

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (2022 - \$Nil).



Te Pūkenga Council Meeting

8. 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)
9.	Administration	
9.1	Minutes of the closed portion of the meeting held 30 May 2025	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
9.2	Ngā mahi hei Actions	Section 9(2)(g)(ii) OIA
10.	Regular reporting	
10.1	Chief Executive's closed report	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11.	Risk and compliance	
11.1	Investment Plan	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11.2	Procurement policy and sensitive expenditure policy	Section 9(2)(g)(ii) OIA
11.3	Pastoral code self-review	Section 9(2)(g)(ii) OIA

Item	General subject of each matter to be considered	Section(s)
12.	Reports from and relating to Committees	
12.1	Report from closed portion of Te Poari Akoranga held 26 June 2025	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
12.2	Report from Appointment and Remuneration Committee meeting held 26 June 2025	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
14.	Outwards correspondence (confidential)	
14.1	Letter of representation to Audit New Zealand 30 May 2025	Section 9(2)(g)(ii) OIA
14.2	Letter to Minister for Vocational Education 19 June 2025	Section 9(2)(g)(ii) OIA Section 9(2)(j) OIA
15.	He take atu anō Any other business	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
16.	Confirmation of actions from this meeting	Section 9(2)(g)(ii) OIA
17.	Board time	Section 9(2)(g)(ii) OIA

The Acting Chair will also move that certain employees from Te Pūkenga, namely:

- Ziena Jalil
- James Smith
- Patrick Jones
- Kristine Navera
- Kieran Hewitson

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.

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 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).