

28 November 2025 Finance, Risk and Audit Committee

Meeting location: MITO Kotahitanga Room, Level 3, 50 Customhouse Quay, Wellington



28 November 2025 09:00 AM

Agenda Topic	Presenter	Time	Page
Open agenda			
Karakia tīmatanga			6
1. Administration	Jeremy Morley	09:00 AM-09:10 AM	7
1.1 Welcome/apologies			
1.2 Register of interests			7
1.3 Committee workplan 2025			10
1.4 Open minutes of 31 October 2025 Finance, Risk and Audit Committee			13
2. Any other open business			
3. Resolution to exclude the public	Jeremy Morley		17
Closed agenda			
4. Administration	Jeremy Morley	09:10 AM-09:20 AM	
4.1 Closed minutes of 31 October 2025 Finance, Risk and Audit Committee			
4.2 Action list			
5. Report from Chief Financial Officer	James Smith	09:20 AM-09:40 AM	20
6. Treasury			30
6.1 Quarterly treasury report	James Smith	09:40 AM-09:45 AM	30

7.	Capital asset planning			32
7.1	Quarterly property report	James Smith and Jaala Jacobs	09:45 AM-09:55 AM	32
8.	Transition and disestablishment			42
8.1	VET Future State programme	Johnny Tramoundanas- Can	09:55 AM-10:15 AM	42
8.2	Data systems refresh readiness programme	James Smith and Sandy Shea	10:15 AM-10:20 AM	50
9.	Legislative and organisational compliance			54
9.1	Contentious legal matters	Kara Hiron	10:20 AM-10:25 AM	54
	Morning tea		10:25 AM-10:40 AM	
10.	Risk management			63
10.1	Quarterly risk report	Clarke Raymond	10:40 AM-10:50 AM	63
10.2	Cybersecurity update	James Smith and Sandy Shea	10:50 AM-11:00 AM	72
10.3	2026 business division leads discussion			
10.3.1	NorthTec	Derek Slatter	11:00 AM-11:20 AM	
10.3.2	Tai Poutini Polytechnic	Darren Mitchell	11:20 AM-11:40 AM	
10.3.3	Whitireia and WelTec	Leanne Ivil	11:40 AM-12:00 PM	
10.3.4	Western Institute of Technology at Taranaki	Nic Conley	12:00 PM-12:20 PM	
11.	External audit			80
	Jo Smaill, Audit Director, Audit New Zealand in attendance			
11.1	Audit plan and fee proposal 2025	James Smith	12:20 PM-12:25 PM	80
11.2	Fraud enquiries: Those charged with governance		12:25 PM-12:30 PM	
11.3	Audit New Zealand and Committee-only session		12:30 PM-12:40 PM	
	Time for the Committee and Audit New Zealand to talk without the presence of Management, if either party feels it is necessary.			

12.	Other responsibilities			89
12.1	Committee self-assessment 2025	Jeremy Morley	12:40 PM-12:50 PM	89
13.	Any other closed business			
13.1	Closing remarks from Committee Chair and Chief Executive		12:50 PM-12:55 PM	
14.	Confirmation of meeting actions	Jeremy Morley and Rebecca Donne	12:55 PM-01:00 PM	
	Karakia whakakapi			100

**A2: Council Delegations to Finance, Risk and Audit Committee (FRAC)**

Ref	Subject	Description	Power to Sub-Delegate?
1.	Policies and frameworks	Ability to review policies that fall within the remit of the Finance, Risk and Audit Committee, whether as part of the policy development process (as set out in the Document Development Framework), or otherwise, and approve amendments which are compliance based and do not impact on the strategic direction of Council.	No
2.	Learner fees	To approve standing annual setting of learner fees for existing programmes under legislation, fees for the provision of learner services, fees to assist learners suffering exceptional financial hardship and any other fees prescribed by the Finance, Risk and Audit Committee.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
3.	Treasury limits	To approve limits on treasury financial transactions and financial authorities (as set out in the Treasury Policy).	No
4.	Bank accounts	To approve bank authorities for the maintenance and operation of bank accounts in the name of Te Pūkenga at any registered bank.	Yes, to Authorised Group Signatories as provided in the Group Treasury Policy.
5.	Grants or loans	To approve grants or loans to the Chief Executive, any kaimahi, ākonga or any association of kaimahi or ākonga or guarantee any loans to any kaimahi members.	No
6.	Capital plan	To approve an annual capital plan which aligns with the Group budget.	No
7.	Operating Expenditure Budgeted	To authorise expenditure and sign contracts or purchase orders for operating expenditure (including insurances) within the Council approved budget and where the expenditure aligns with the investment plan.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
8.	Operating Expenditure Unbudgeted	To authorise expenditure and sign contracts or purchase orders for operating expenditure in excess of the Council approved budget, where the expenditure aligns with the investment plan.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
9.	Capital Expenditure Budgeted	To authorise expenditure and sign contracts or purchase orders for capital expenditure within the Council approved budget and annual capital plan that supports the expenditure which is aligned with the investment plan.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.



Ref	Subject	Description	Power to Sub-Delegate?
10.	Capital Expenditure Unbudgeted	To authorise individual unbudgeted capital expenditure proposals.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
11.	Tenders for Capital or Operational Expenditure	To accept a tender for an approved capital or operational expenditure project.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
12.	Corporate Asset Planning	To provide approvals in respect of asset management policies, strategies and plans, asset condition, performance and value and programme or project business cases.	No
13.	Other approvals	To approve any other requests not already addressed in the above delegations from business divisions for approval from Te Pūkenga relating to operating or capital expenditure, the disposal of property or non-property assets, the approval of an asset management and utilisation plan (or other property related requests), where the approval of such request exceeds the delegated authority of the Chief Executive or is otherwise referred to the Committee by the Council for a decision.	No
14.	Internal Audit Function	To approve any changes to the internal audit plan.	No
15.	Insurance	To approve the level of insurance coverage and related costs for Te Pūkenga.	No
16.	Delegated authorities	To approve changes to the parameters of delegated authority vested in the Chief Executive, and to appoint attorneys to act under power of attorney on behalf of Te Pūkenga (including the ability to amend or revoke such powers of attorney).	No
17.	Ad hoc	Such ad hoc delegations as authorised by Council from time to time.	No

Karakia tīmatanga | Opening incantation

Whakarongo rā e Rongo

Ki a mātou

te manawa nei

ki te rongo taketake,

te whiwhia, te rawea

te whiwhi-ā-nuku

whiwhi-ā-rangi

i takea mai i te kāhui o ngā ariki.

kia tūturu ka whakamau ai kia tina, Tīna! (everybody)

Hui e?

Tāiki e!

Listen o Rongo

to us

offering gratitude

for the peace and harmony

that allows us to enjoy

the gifts of the earth

and the heavens

bequests of a higher order.

And bind it firmly, firmly!

Do we all concur?

We concur!

NZIST Finance, Risk and Audit Committee Register of Interests

As at 17 November 2025

Name	Interest	Nature of Interest
Jeremy Morley Chair	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
	OnTrack Racing Limited	Director and Chair
	Department of Internal Affairs Ministerial Advisory Committee for the Cessation of Greyhound Racing	Fixed-Term Contractor
Sue McCormack Ex-officio member	Canterbury Earthquakes Insurance Tribunal	Judicial Officer
	University of Canterbury	Past Chancellor
	Dress for Success	Honorary solicitor
Teorongonui Josie Keelan Member	Hoani Waititi Kaumātua Advisory Rōpū	Member
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
	At the World's Edge Music Foundation UK	Trustee
	Parliamentary Education Trust	Trustee

Name	Interest	Nature of Interest
	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
	Arts Council of NZ (Creative NZ) Audit, Finance and Risk Committee	Independent member
	Te Kōki, NZ School of Music, Victoria University of Wellington	Advisory Committee Member
	Ministry of Health Finance and Risk Committee	Independent member
Sam Huggard Member	New Zealand Educational Institute Te Riu Roa	Employee
John Brockies Independent member	Resolve Group Ltd	Director
	Walworth Ltd	Director
	Three Waters Capital Delivery Partnering Board, Tauranga Council	Independent member
	Te Maunga Strategic Capital Investment Board, Tauranga Council	Independent member

Name	Interest	Nature of Interest
	Waste Disposal Services Unincorporated JV between Auckland Council and Waste Management Ltd	Independent Chair
	Selwyn Water Limited	Independent Director

Finance, Risk and Audit Committee Workplan 2025 – as at 18 November 2025

	Fri 28 Feb	Fri 28 Mar	Wed 30 Apr	Fri 30 May	Mon 30 Jun	Fri 31 Jul	Fri 29 Aug	Fri 26 Sep	Fri 31 Oct	Fri 28 Nov
Financial position and performance										
Monthly financial report	■									
Enrolment update	■									
Report from Chief Financial Officer (including monthly financials, enrolments, and going concern assessment)		■	■	■	■	■	■	■	■	■
2026 Budget								■		
Treasury										
Treasury report	■			■			■			■
Review of JBWere performance	■									
Capital asset planning										
Property divestment	■									
Major property project update	■									
High priority building programme update	■									
Tiriti guidance on property disposals	■									
UCOL Manawatū seismic solution business case			■							
CAMS external assessment			■							
Quarterly property report (including divestments, major property projects and high priority building programme)				■			■			■
Five-year capital plans					■					
Wintec D Block HVAC upgrade investment case						■				
EIT C Block strengthening investment case						■				

Legend: ■ Approval ■ Endorsement to Council ■ Discussion ■ Information

Finance, Risk and Audit Committee Workplan 2025 – as at 18 November 2025

	Fri 28 Feb	Fri 28 Mar	Wed 30 Apr	Fri 30 May	Mon 30 Jun	Fri 31 Jul	Fri 29 Aug	Fri 26 Sep	Fri 31 Oct	Fri 28 Nov
Disestablishment and transition										
Financial management information systems project	■			■		■				
Data systems refresh readiness programme	■			■			■			■
Regional ITP viability project	■									
Legal guidance on Charter obligations for staff consultation	■									
VET Future State		■	■	■	■	■	■	■	■	■
Work-based learning viability							■			
Annual report										
Update on progress towards 2024 annual report	■									
Approval of annual report including financial statements				■						
Internal control environment										
Quarterly internal audit and assurance report	■									
Data systems refresh readiness programme internal audit						■				
External audit										
Committee-only time with Audit New Zealand	■	■	■	■	■	■	■		■	■
Status of external audit recommendations					■		■			
Audit NZ report to management 31 December 2024		■								
Audit letter of representation				■						
External audit			■	■						
Going concern assessment			■				■			
Crown financial statements letter of representation							19 Aug e-mtg			
Pre-year-end review of issues and assumptions							■			

Legend: ■ Approval ■ Endorsement to Council ■ Discussion ■ Information

Finance, Risk and Audit Committee Workplan 2025 – as at 18 November 2025

	Fri 28 Feb	Fri 28 Mar	Wed 30 Apr	Fri 30 May	Mon 30 Jun	Fri 31 Jul	Fri 29 Aug	Fri 26 Sep	Fri 31 Oct	Fri 28 Nov
Audit plan and fee letter										■
Legislative and organisational compliance										
Contentious legal matters	■			■			■			■
Legislative compliance	■									
Delegations register		■								
Risk management										
Risk report	■			■			■			■
Work-based learning business division leads risk discussion	■									
Cybersecurity risk	■									■
Verbal update on key risks								■	■	
2026 business division leads discussion										■
Other responsibilities										
Insurance approval – not required in 2025 as delegated to CE, Chair of FRAC and Acting Chair of Council										
Annual self-review										■

Legend: ■ Approval ■ Endorsement to Council ■ Discussion ■ Information

Minutes for 31 October 2025 Finance, Risk and Audit Committee

31/10/2025 | 10:00 AM - - Auckland, Wellington New Zealand Standard Time

MIT Ōtara campus

Attendees (6)

John Brockies; Jeremy Morley (Committee Chair); Teorongonui Josie Keelan; William Moran; Sue McCormack; Sam Huggard;

In attendance:

Gus Gilmore (Chief Executive), James Smith (Chief Financial Officer), Rebecca Donne (Governance Director - Minutes), Johnny Tramoundanas-Can (Government Relations Director, item 6.1), Kirsten Sargent (People and Culture Change and Transition Lead, item 6.1), Jo Smaill (Audit Director at Audit New Zealand, item 5-8)

Open agenda

Karakia tīmatanga

Jeremy Morley delivered the opening karakia and the meeting started at 10.02am.

1. Administration

1.1 Welcome/apologies

The Committee noted that there were no apologies for the meeting.

1.2 Register of interests

The Chair reminded members to declare any agenda items where a conflict arises between their role as a member of the Committee and any private or other external interest they may have and stand aside from decision making in respect of that item. No additional conflicts were declared.

1.3 Schedule of committee membership and meeting dates for 2025

The Committee noted the schedule of meetings for 2025 and that the November meeting will now be held in Wellington, at the MITO offices.

1.4 Committee workplan 2025

The Committee noted the workplan for 2025, which is subject to change as required.

1.5 Open minutes of 26 September 2025 Finance, Risk and Audit Committee

There were no matters arising from the open minutes.

RESOLVED (J. Morley/B. Moran)

That NZIST Finance, Risk and Audit Committee approve the open minutes of the 26 September 2025 Finance, Risk and Audit Committee.

CARRIED

2. Any other open business

2.1 Transitional funding to support strategically important provision for 2026

The NZIST Finance, Risk and Audit Committee noted the letter from the Tertiary Education Commission on 1 October 2025 re Transitional funding to support strategically important provision for 2026.

2.2 Grant for additional funding to support strategically important provision

The NZIST Finance, Risk and Audit Committee noted that the Chief Executive has acknowledged and agreed that Te Pūkenga will receive a total of \$11.5m over the 2026 and 2027 calendar years via funding to be paid under section 556 of the Education and Training Act 2020 for NorthTec, Tai Poutini Polytechnic, and the Western Institute of Technology at Taranaki. Funding is subject to the conditions set out in the letter received from the Minister for Vocational Education on 1 October 2025 re Grant for additional funding to support strategically important provision.

3. Resolution to exclude the public

RESOLVED (J. Morley/B. Moran)

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 NZIST is subject to Part 7 of the LGOIMA) 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)
4. Administration (closed)		
4.1	Closed minutes of 26 September 2025 Finance, Risk and Audit Committee	Section 9(2)(b)(ii) OIA

		Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
4.2	Action list	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.	Report from Chief Financial Officer – October 2025	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6. Transition and disestablishment		
6.1	Vocational Education and Training Future State	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
6.1.1	People transfer plans	Section 9(2)(g)(ii) OIA Section 9(2)(j) OIA
7. Risk management		
7.1	Key risks	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
8. External audit		
8.2	Audit New Zealand and Committee-only session	Section 9(2)(g)(ii) OIA
9. Any other closed business		Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
10. Confirmation of meeting actions		Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA

Interests

Section	Interest
Section 9(2)(b)(ii) OIA	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Section 9(2)(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)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.

And that certain employees from NZIST, namely Johnny Tramoundanas-Can and Kirsten Sargent, and certain employees from Audit New Zealand, namely Jo Smaill, 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 Committee moved into a public excluded session at 10.06am.

The meeting closed at 11.59am.

DRAFT

New Zealand Institute of Skills and Technology

Finance, Risk and Audit Committee Meeting

3. Resolution to exclude the public

It will be moved by the Chair that the public be excluded from the remainder of the meeting. This resolution will be made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) (noting NZIST is subject to Part 7 of the LGOIMA) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

The general subject of each matter to be considered while the public is excluded and the reason for passing the resolution in relation to each matter are as follows:

Item	General subject of each matter to be considered	Section(s)
4. Administration (closed)		
4.1	Closed minutes of 31 October 2025 Finance, Risk and Audit Committee	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
4.2	Action list	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.	Report from Chief Financial Officer – November 2025	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6. Transition and disestablishment		
6.1	Quarterly treasury report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
7. Capital asset planning		
7.1	Quarterly property report	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
8. Transition and disestablishment		
8.1	VET Future State programme	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA

Item	General subject of each matter to be considered	Section(s)
8.2	Data systems refresh readiness programme	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA
9. Legislative and organisational compliance		
9.1	Contentious legal matters	Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA
10. Risk management		
10.1	Quarterly risk report	Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
10.2	Cybersecurity update	Section 9(2)(g)(ii) OIA
10.3	2026 business division leads discussion	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11. External audit		
11.1	2026 Audit plan and fee letter	Section 9(2)(j) OIA
11.2	Fraud enquiries: Those charged with governance	Section 9(2)(b)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA
11.3	Audit New Zealand and Committee-only session	Section 9(2)(g)(ii) OIA
12. Other responsibilities		
12.1	Annual self-review	Section 9(2)(g)(ii) OIA
13. Any other closed business		Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
14. Confirmation of meeting actions		Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA

And that:

- certain employees from NZIST, namely Sandy Shea, Clarke Raymond, Kara Hiron, Johnny Tramoundanas-Can, Jaala Jacobs, Derek Slatter, Darren Mitchell, Leanne Ivil and Nic Conley; and

- certain employees of Audit New Zealand, namely Jo Smail
- 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)(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 the 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).