

Te Ohu Whakahaere Approvals - 22 October 2025



Microsoft Teams

22 October 2025 11:00 AM

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4.1 Minutes of the closed portion of the meeting held 16 September 2025			19
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4.3 Actions There are no outstanding actions.			

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5.1	New site delivery application for NZ2457 New Zealand Certificate in Business (Small Business)	TeUrikore Biddle, Wintec	11:10 AM-11:30 AM	24
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Karakia tīmatanga

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
the 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 kawe 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.



Schedule D of Te Pūkenga Delegations Register is provided to show the sub-delegations from Te Poari Akoranga approved 26 June 2025, as a reference to inform decision-making at this meeting.

Schedule D:

Tāpaenga Mana mai i Te Poari Akoranga | Sub-Delegations from Te Poari Akoranga

Te Poari Akoranga may formally sub-delegate specific tasks and/or responsibilities to nominated groups, committees and/or Ohu Whakahaere. This schedule will be updated each time a power is sub-delegated. All sub-delegated authority must be exercised in accordance with the purpose of Te Poari Akoranga as set out in the Terms of Reference as updated from time to time. In sub-delegating authority, Te Poari Akoranga 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 through reporting template.

Ref	Subject	Description	Sub-delegation
1.	Academic Policies, procedures and framework	Not applicable	
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.	a. Te Ohu Whakahaere Approvals - To approve new Level 1-6 unified courses and programmes. - To approved Type 2 changes to Level 1-6 unified courses and programmes. b. Local Academic Committees To review and approve new (non-unified) courses and programmes delivered by their business division, and to review and approve changes to existing courses and programmes and approve the withdrawal/closure or suspension of existing (non-unified) courses or programmes.
3.	Courses/ Programmes of Study (including work-based learning)	To approve variations to an individual learner's course/programme of study outside programme regulations.	Local Academic Committees This delegation is sub-delegated in its entirety.



Schedule D of Te Pūkenga Delegations Register is provided to show the sub-delegations from Te Poari Akoranga approved 26 June 2025, as a reference to inform decision-making at this meeting.

Ref	Subject	Description	Sub-delegation
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.	
5.	Assessment	To approve and release learner results and recognise credit for assessment (including assessment of prior learning) in accordance with approved academic regulations.	Local Academic Committees This delegation is sub-delegated in its entirety.
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.	Local Academic Committees To 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.
7.	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.	Local Business Division Leads 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.
8.	Granting of Formal Awards	To grant formal awards of Te Pūkenga.	Local Academic Committees This delegation is sub-delegated in its entirety.



Te Ohu Whakahaere Approvals Register of Interests

As at 30 April 2025

Name	Interest	Nature of Interest
Kim Davies Co-chair	Ara Institute of Canterbury	Academic Advisor – Ako Excellence
Leoni Drew Co-chair	Toi Ohomai Institute of Technology	Head of Academic Development and Quality
Harry Leder Member	Open Polytechnic	Deputy Academic Registrar
Liz McKenzie Member	MITO	Manager Assessment and Moderation
	Arai Te Uru Kōkiri Training Centre	Trustee
	WorkSafe NZ Mining Board of Examiners	Member
Paul Neumann Member	MITO	Manager, Programmes
Veraneeca Taiepa Member	Unitec	Kaihautū Mātauranga Māori
Maggie Wells Member	Otago Polytechnic	Academic Excellence Academic Advisor
Denise Williams Member	Careerforce	General Manager Learning Solutions



Minutes for Te Ohu Whakahaere Approvals - 16 September 2025

16/09/2025 | 10:00 AM - Auckland, Wellington New Zealand Standard Time

Microsoft Teams

Attendees (5)

Kim Davies (Meeting Chair); Leoni Drew (Co-Chair); Denise Williams; Harry Leder; Maggie Wells;

In attendance:

Rebecca Donne (Governance Director, minutes), Andrew Chapman (Academic Advisor, Ara Institute of Canterbury, item 6.1), Jen Evans (Acting Head of Programmes Te Kura Oraka Kararehe School of Animal Health, item 6.3), Dan Taylor (Head of Pathways and Partnerships, Toi Ohomai, item 6.4)

Open agenda

Karakia tīmatanga

Leoni Drew delivered the opening karakia and the meeting started at 10.03am.

1. Administration

1.1 Welcome and apologies

Te Ohu noted that:

- Liz McKenzie, Veraneeca Talepa and Paul Neumann provided apologies for the meeting.
- Kim Davies will chair 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 Te Ohu Whakahaere Approvals (Te Ohu) and any private or other external interest they may have, and to stand aside from decision making in respect of that item.

No additional interests were declared.

1.3 Minutes of the open portion of the meeting held 16 June 2025

There were no matters arising from the open minutes.

RESOLVED (K. Davies/M. Wells)

THAT Te Ohu Whakahaere Approvals accept the minutes of the open portion of its meeting held on 16 June 2025 as a true and correct record, subject to removing Harry Leder from the attendees.

CARRIED

1.4 Minutes of the open portion of the e-meeting held 16 July 2025

There were no matters arising from the e-meeting minutes.

RESOLVED (K. Davies/H. Leder)

THAT Te Ohu Whakahaere Approvals accept the minutes of the open portion of its e-meeting held on 16 July 2025 as a true and correct record.

CARRIED

1.5 2025 workplan

Te Ohu members noted the 2025 workplan and that no more approvals are planned. Te Ohu requested to still meet on 22 October regardless of whether any programmes require approval, as a final closure of Te Ohu.

2. Update from open portion of Te Poari Akoranga held 11 September 2025

Te Ohu Whakahaere Approvals received the verbal and written report from the open portion of Te Poari Akoranga meeting held 11 September 2025 and noted:

- That Te Poari Akoranga received reports and noted approvals from the following Local Academic Committees:
 - Ara Institute of Canterbury
 - Eastern Institute of Technology
 - Manukau Institute of Technology
 - NorthTec
 - Open Polytechnic
 - Otago Polytechnic
 - Toi Ohomai
 - Unitec
 - Whitireia and WelTec
 - Wintec
 - Western Institute of Technology at Taranaki
- That Te Poari Akoranga received Local Academic Committee reports from Competenz, MITO, and ServiceIQ where no approvals were made.
- There are lots of Type 2 changes underway at business divisions and some policy approvals are being made ahead of setting up new entities.
- There are commonalities across business divisions in terms of risks they are facing.

6.1 Unified Type 2 changes to 2552 NZ Diploma in Applied Science L5 and 2553 NZ Diploma in Applied Science L6

RESOLVED (D. Williams/H. Leder)

THAT Te Ohu Whakahaere Approvals:

1. Receive the report titled 'Unified Type 2 programme changes to 2552 NZ Diploma in Applied Science L5 and 2553 NZ Diploma in Applied Science L6'.
2. Approve the Type 2 programme changes to 2552 NZ Diploma in Applied Science L5 and 2553 NZ Diploma in Applied Science L6, be submitted to the New Zealand Qualifications Authority.
3. Approve that the resolution be made public but that the report and discussion remain public excluded.

CARRIED

3. Any other open business

No other business was raised.

4. Resolution to exclude the public

RESOLVED (K. Davies/L. Drew)

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)
5.	Administration – public excluded	
5.1	Minutes of the previous meeting - 16 June 2025 [closed session]	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
5.2	Minutes of the previous e-meeting - 16 July 2025 [closed session]	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.3	Actions	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.	Programme approvals	
6.1	Unified Type 2 change applications to 2552 NZ Diploma in Applied Science L5 and NZ Diploma in Applied Science L6	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.2	New delivery site application for the NZ Diploma in Remedial Massage (Level 6)	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.3	Type 2 change application NZ Diploma in Rural Animal Veterinary Technology (Level 6)	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.4	New site delivery application for Hangarau Matihiko Digital Interface Design and Programming Foundations Microcredential	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
7.	Update from Te Poari Akoranga 11 Sep 2025 – public excluded	Section 9(2)(b)(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 Te Pūkenga be permitted to remain at the meeting, namely Andrew Chapman, Jen Evans and Dan Taylor, 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

Te Ohu moved into a public excluded session at 10.12am.

The meeting closed at 11.27am.

DRAFT



Minutes for Te Ohu Whakahaere Approvals e-meeting 12-19 September 2025

12/09/2025 | 04:40 PM Auckland, Wellington New Zealand Standard Time

Diligent

Attendees (7)

Leoni Drew (Co-Chair); Liz McKenzie; Harry Leder; Veraneeca Taiepa; Maggie Wells; Kim Davies (Co-Chair); Denise Williams;

The meeting opened on 12 September at 4:40pm.

2. New delivery site application for 6013 NZ Diploma in Remedial Massage (Level 6) - Otago

RESOLVED (H. Leder/L. Drew)

That Te Ohu Whakahaere Approvals (te Ohu):

1. *Receive the report titled 'New delivery site application for Te Pūkenga (unified) New Zealand Diploma in Remedial Massage (Level 6)'.*
2. *Approve the new delivery site application of Te Pūkenga 2741 New Zealand Diploma in Remedial Massage (Level 6), at Otago Polytechnic as a delivery site, be submitted to the New Zealand Qualifications Authority.*
3. *Approve that the resolution be made public but that the report and discussion remain public excluded.*

CARRIED

Maggie Wells abstained from this vote due to a conflict of interest.

3. Type 2 change application 4391 NZ Diploma in Rural Animal Veterinary Technology (Level 6) - Otago

RESOLVED (L. Drew/L. McKenzie)

That Te Ohu Whakahaere Approvals (Te Ohu):

1. *Receive the report titled 'Type 2 change application for the unified 4391 New Zealand Diploma in Rural Animal Veterinary Technology (Level 6)'.*
2. *Approve the Type 2 change application for the unified 4391 New Zealand Diploma in Rural Animal Veterinary Technology (Level 6) be submitted to the New Zealand Qualifications Authority, subject to incorporating feedback from Te Ohu outlined in the closed section of these minutes.*
3. *Approve that the resolution be made public but that the report and discussion remain public excluded.*

CARRIED

Maggie Wells abstained from this vote due to a conflict of interest.

4. New site delivery for 4876 Hangarau Matihiko Digital Interface Design and Programming Foundations Microcredential (Level 5) - Toi Ohomai

RESOLVED (H. Leder/K. Davies)

That Te Ohu Whakahaere Approvals (te Ohu):

1. *Receive the report titled 'New delivery site application for Te Pūkenga (Unified) 4876 Hangarau Matihiko: Digital Interface Design and Programming Foundations (Micro-Credential) (Level 5)'.*
2. *Approve the new delivery site application for Te Pūkenga (Unified) 4876 Hangarau Matihiko: Digital Interface Design and Programming Foundations (Micro-Credential) (Level 5) be submitted to the New Zealand Qualifications Authority.*
3. *Approve that the resolution be made public but that the report and discussion remain public excluded.*

CARRIED

Leoni Drew abstained from this vote due to a conflict of interest.

1. Resolution to exclude the public

RESOLVED (K. Davies/L. Drew)

That the public be excluded from 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 follows:

Item	General subject of each matter to be considered	Section(s)
2.	New delivery site application for NZ Diploma in Remedial Massage (Level 6)	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
3.	Type 2 change application NZ Diploma in Rural Animal Veterinary Technology (Level 6)	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
4.	New site delivery for Hangarau Matihiko Digital Interface Design and Programming Foundations Microcredential	Section 9(2)(b)(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)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.

CARRIED

The meeting closed on 19 September 2025 at 4:00pm.

DRAFT



Minutes for Te Ohu Whakahaere Approvals e-meeting 3-10 October 2025

03/10/2025 | 03:22 PM Auckland, Wellington New Zealand Standard Time

Diligent

Attendees (5)

Denise Williams; Kim Davies (Chair); Liz McKenzie; Paul Neumann; Maggie Wells;

The meeting opened on 3 October at 3.22pm.

2. New delivery site application for energy sector micro credentials

RESOLVED (L. McKenzie/P. Neumann)

That Te Ohu Whakahaere Approvals:

- 1. Receive the report titled 'New delivery site application for energy sector micro credentials'.*
- 2. Approve the new delivery site application for NorthTec to deliver 5228 Business planning: assessing environmental factors and impact in the energy sector micro credential be submitted to the New Zealand Qualifications Authority (NZQA)*
- 3. Approve the new delivery site application for NorthTec to deliver 5227 Leadership: approaches and communication in the energy sector micro credential, be submitted to NZQA.*
- 4. Approve the new delivery site application for NorthTec to deliver 5236 Leadership: managing change in the energy sector micro credential, be submitted to NZQA.*
- 5. Approve the new delivery site application for NorthTec to deliver 5238 Operational management fundamentals: analysing and improving business performance micro credential, be submitted to NZQA.*
- 6. Approve the new delivery site application for NorthTec to deliver 5229 Programme delivery: project and stakeholder management in the energy sector micro credential, be submitted to NZQA.*
- 7. Approve the new delivery site application for NorthTec to deliver 5237 Team management and conflict resolution strategies in the energy sector micro credential, be submitted to NZQA.*
- 8. Approve that the resolution be made public but that the report and discussion remain public excluded.*

CARRIED

1. Resolution to exclude the public

RESOLVED (K. Davies)

That the public be excluded from this e-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)
2.	New delivery site for energy sector micro credentials	Section 9(2)(b)(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)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.

CARRIED

The meeting closed on 10 October 2025 at 1:00pm.

Te Ohu Whakahaere Approvals workplan 2025 – as at 15 October 2025

Topic	Bi-Monthly	Wed 30 April	Wed 11 June	e-meeting 16 July	e-meeting 12 Sep	Tue 16 Sept	e-meeting 26 Sept	Wed 22 Oct
Workplan for 2025	Annually	x						
Type 2 changes to L1-6 unified programmes	As required	New site delivery (TPP) for NZC in Business	New site delivery (WITT) for NZC in Business	New delivery site (WITT) for 4876 Hangarau Matihiko: Digital Interface Design and Programming Foundations (Micro-credential)	- New site delivery (Otago) for NZDip in Remedial Massage - Type 2 change NZ Dip in Rural Animal Veterinary Technology	- Type 2 change NP Dip in Applied Science L5 & NP Dip in Applied Science L6 - New site delivery (Toi Ohomai) Hangarau Matihiko Digital Interface Design and Programming Foundations Microcredential	New delivery site application for six Energy sector micro credentials (Level 5) - Northtec	New delivery site application for NZ2457 New Zealand Certificate in Business (Level 4) Wintec
Type 2 changes to L7+ unified programmes (for recommendation to Te Poari Akoranga)			Master of Applied Science					
New L7+ unified programmes	Annually		Not required					
New L1-6 unified programmes	Annually							
2026 meeting dates	Annually							Not required
Self-assessment for 2025	Annually							x



Te Ohu Whakahaere Approvals Meeting

4. Resolution to exclude the public

It will be moved by the Chair that the public be excluded from the remainder of the meeting. This resolution will be made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) (noting Te Pūkenga Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

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

Item	General subject of each matter to be considered	Section(s)
4.	Administration – public excluded	
4.1	Minutes of the closed portion of the e-meeting held 16 September 2025	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
4.2	Minutes of the closed portion of the e-meeting held 12-19 September 2025	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.	Programme approvals	
5.1	New site delivery application for NZ2457 New Zealand Certificate in Business (Small Business)	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
6.	Self-assessment report 2025	Section 9(2)(g)(ii) 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.

The Chair will also move that an employee from a business division of Te Pūkenga, namely TeUrikore Biddle, be permitted to remain at the meeting, after the public had been excluded, because of their specific knowledge in relation to the above items. This knowledge is relevant to discussions related to the matters noted above because they have assisted in the progression of such matters.