

# Te Ohu Whakahaere Approvals - 30 April 2025



Microsoft Teams online meeting

30 April 2025 02:00 PM - 04:00 PM

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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.

An extract from Te Pūkenga Delegations Register is provided to show the delegations from Te Poari Akoranga to Te Ohu Whakahaere Approvals, as a reference to inform decision making.



### 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. <b>Te Ohu Whakahaere Approvals</b> To approve new Level 1-6 courses and programmes.
			b. <b>Local Academic Committees</b> To review and approve changes to existing courses and programmes and approve the withdrawal/closure or suspension of existing 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.	<b>Local Academic Committees</b> This delegation is sub-delegated in its entirety.
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.	<b>Te Ohu Whakahaere Academic Quality Co-Chairs</b> To approve minor changes to academic procedures, within academic policy.



Ref	Subject	Description	Sub-delegation
5.	Assessment	To approve and release learner results and recognise credit for assessment (including assessment of prior learning) in accordance with approved academic regulations.	<b>Local Academic Committees</b> 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.	<b>a. Te Ohu Whakahaere Rangahau Research and Postgraduate</b> To review and monitor: <ul style="list-style-type: none"> <li>the revenue generated by Te Pūkenga in external research funding opportunities.</li> <li>rangahau and research capacity and capability across Te Pūkenga.</li> <li>the performance of Te Pūkenga in relation to national rangahau, research and postgraduate strategies ensuring a culture of continuous improvement across business divisions.</li> </ul> <b>b. Local Academic Committees</b> 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.



Ref	Subject	Description	Sub-delegation
7.	Appeals	<p>To:</p> <ul style="list-style-type: none"> <li>a. receive unresolved learner complaints or appeals that have already been determined (in line with relevant appeals policies and processes);</li> <li>b. support the resolution, settlement and/or withdrawal of such unresolved complaints or appeals; and</li> <li>c. if necessary, make recommendations about policies, procedures, or the provision of services.</li> </ul>	<p><b>Local Business Division Leads</b></p> <p>To:</p> <ul style="list-style-type: none"> <li>a. receive unresolved learner complaints or appeals that have already been determined (in line with relevant appeals policies and processes);</li> <li>b. support the resolution, settlement and/or withdrawal of such unresolved complaints or appeals.</li> </ul> <p><b>Te Ohu Whakahaere Academic Quality</b></p> <p>To make recommendations about national policies, procedures, or the provision of services in respect of appeals.</p>
8.	Granting of Formal Awards	To grant formal awards of Te Pūkenga.	<p><b>Local Academic Committees</b></p> <p>This delegation is sub-delegated in its entirety.</p>

## Te Ohu Whakahaere Approvals Register of Interests

As at 29 April 2025

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



## Open minutes for Te Ohu Whakahaere Approvals - 13 November 2024

13/11/2024 | 02:00 PM - Auckland, Wellington New Zealand Standard Time

Online via MS Teams

### Attendees (9)

Denise Williams; Harry Leder; Kim Davies; Leoni Drew; Liz McKenzie; Paul Neumann; Veraneeca Taiepa; Maggie Wells; Diane Lithgow

In attendance: Debra Hawkins (Manager Stakeholder Engagement & Learning and Development, HITO), Kara Kennedy (Programme Developer, ServiceIQ), Louise Courtney (Governance Advisor, minutes)

### Karakia tīmatanga

The hui opened with karakia led by Liz McKenzie at 2:02pm.

### 1.0 Administration

#### 1.1 Welcome and apologies

Te Ohu Whakahaere Approvals (Te Ohu) noted, with regret, the resignation of co-chair D. Pouwhare due to the disestablishment of his role.

#### 1.2 Te ohu membership list 2024

Te Ohu noted the membership list for 2024.

#### 1.3 Register of Interests

The Chair reminded members they must declare any agenda items where a conflict arises between their role as a member of Te Ohu Whakahaere Approvals and the role they are usually employed in, or any private or other external interest they may have and stand aside from decision making in respect of that item.

Paul Neumann declared an interest in item 7.1 due to providing advice to the development team.

#### 1.4 Te Ohu Workplan 2024

Te Ohu noted the workplan for 2024.



### 1.5 Minutes of the previous meetings - open portion

**RESOLVED:** (L. Drew/L. McKenzie)

*THAT Te Ohu Whakahaere Approvals approve, as a true and accurate record, the minutes of Te Ohu Whakahaere Approvals meeting held 16 October 2024.*

**CARRIED**

### 2.0 Self-Assessment 2024

Te Ohu noted the amount of work it had achieved over the year, noting that further detail related to achieving their Continuous Improvement Plan for 2025 would be followed up once there was more clarity on the future structure of Vocational Education.

**RESOLVED:** (K. Davies /M. Wells)

*THAT Te Ohu Whakahaere Approvals:*

- a) Receives the report titled 'Te Ohu Whakahaere Approvals self-assessment 2024';*
- b) Provides feedback on the self-assessment report; and*
- c) Recommends to Te Poari Akoranga that it approves the self-assessment report.*

**CARRIED**

***ACTION: Complete the table for Continuous Improvement 2025 once the announcement on the future of Vocational Education has been made. (Assignee(s): Diane Lithgow; Due Date: 26/02/2025)***

### 3.0 Te Ohu Whakahaere Approvals Co-Chair for 2025

Te Ohu will discuss whether a new co-chair is required in 2025, once announcements on the future structure of Vocational Education have been made.

### 4.0 Update from Te Poari Akoranga

**RESOLVED:** (V. Taiepa/L. McKenzie)

*THAT Te Ohu Whakahaere Approvals receives the report titled '25 October 2024 Te Poari Akoranga hui – open'.*

**CARRIED**

### 7.1 NZ Apprenticeship in Commercial Hairdressing (Level 3-4) - HITO

**RESOLVED:** (L. McKenzie/H. Leder)

*THAT Te Ohu Whakahaere Approvals:*

- a) Receives the report titled 'New Zealand Certificate in Commercial Hairdressing (Level 3-4)';*

- b) Reviews and provides feedback on the programme document for New Zealand Apprenticeship in Commercial Hairdressing (Level 3-4);*
- c) Subject to the incorporation of feedback from Te Ohu, approves for submission to the New Zealand Qualifications Authority (NZQA) the New Zealand Apprenticeship in Commercial Hairdressing (Level 3-4) leading to the award of:*
- [2411] New Zealand Certificate in Hairdressing (Level 3) and*
  - [2413] New Zealand Certificate in Hairdressing (Professional Stylist) (Level 4).*
- d) Approves that the resolution be made public but that the report and discussion remain public excluded.*

**CARRIED**

***Paul Neumann abstained from the vote due to a potential conflict of interest.***

**7.2 New Zealand Apprenticeship in Distribution (Level 3-4) - ServiceIQ**

***RESOLVED: (V. Taiepa/P. Neumann)***

*THAT Te Ohu Whakahaere Approvals:*

- a) Receives the report titled 'New Zealand Apprenticeship in in Distribution (Level 3-4)';*
- b) Reviews and provides feedback on the programme document for New Zealand Apprenticeship in in Distribution (Level 3-4);*
- c) Subject to the incorporation of feedback from Te Ohu, approves for submission to the New Zealand Qualifications Authority the New Zealand Apprenticeship in in Distribution (Level 3-4) leading to the award of [2573] New Zealand Certificate in Distribution (Level 4).*
- d) Approves that the resolution be made public but that the report and discussion remain public excluded.*

**CARRIED**

**5. Resolution to exclude the public**

***RESOLVED (D. Lithgow, Chair)***

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

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

Item	General subject of each matter to be considered	Section(s)
<b>6.0</b>	<b>Administration – public excluded</b>	
6.1	Minutes of the previous meetings - public excluded portion	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
6.2	Actions	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
<b>7.0</b>	<b>Programme approvals</b>	
7.1	NZ Apprenticeship in Commercial Hairdressing (Level 3-4) - HITO	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
7.2	New Zealand Apprenticeship in Distribution (Level 3-4) - ServiceIQ	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
<b>8.0</b>	<b>Update from Te Poari Akoranga – public excluded</b>	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 the following employees from Te Pūkenga, and its business divisions, 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. These employees are Debra Hawkins and Kara Kennedy.*

**CARRIED**

*Te Ohu moved into a public excluded session at 2:09pm.*

Te Ohu closed the hui with karakia led by Liz McKenzie at 3:08pm.

DRAFT



## Minutes for Te Ohu Whakahaere Approvals e-meeting - 28 November - 2 December 2024

28/11/2024 | 09:30 AM - Auckland, Wellington New Zealand Standard Time

E-meeting via Diligent Boards

### Attendees (7)

Harry Leder; Kim Davies; Leoni Drew; Liz McKenzie; Paul Neumann; Veraneeca Taiepa; Maggie Wells

### 1.0 Resolution to exclude the public

The e-meeting opened at 9:30am, Thursday 28 November 2024.

#### **RESOLVED: (M. Wells/L. McKenzie)**

THAT the public be excluded for the whole 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)
2.0	New Delivery Site application for NZ2420 New Zealand Diploma in Construction (Level 6) - EIT	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

### 2.0 New Site Accreditation NZ2420 New Zealand Diploma in Construction (Level 6) - EIT

Members noted that the New Delivery Site Application Form used was out of date and that a new version of the form was now required for submission to NZQA.

#### **RESOLVED: (M. Wells/L. McKenzie)**

*THAT Te Ohu Whakahaere Approvals:*

- a) Receives the report titled 'New Delivery Site application for Te Pūkenga (unified) NZ2420 New Zealand Diploma in Construction (Level 6)'*
- b) Approves the new delivery site application, at the Eastern Institute of Technology, for Te Pūkenga (unified) NZ2420 New Zealand Diploma in Construction (Level 6), for submission to the New Zealand Qualifications Authority, subject to Matters for Central Decision Making endorsement and that the current version of the New Delivery Site Application form is used; and*
- c) Approves that the resolution be made public but that the report and discussion remain public excluded.*

## CARRIED

The e-meeting closed on 2 December 2024.



## Minutes for Te Ohu Whakahaere Approvals e-meeting, 9 - 11 December 2024

09/12/2024 | 12:23 PM - Auckland, Wellington New Zealand Standard Time

E-meeting via Diligent

### Attendees (9)

Diane Lithgow; Denise Williams; Harry Leder; Kim Davies; Leoni Drew; Liz McKenzie; Paul Neumann; Veraneeca Taiepa; Maggie Wells

### 1.0 Resolution to exclude the public

The e-meeting opened at 12:23pm on Monday 11 December 2024.

#### **RESOLVED: (D.Lithgow / M. Wells)**

that the public be excluded for the entirety 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)
2.0	Programme approvals	
2.1	New Delivery Site Accreditation Te Pūkenga (unified) NZ2411 New Zealand Certificate in Hairdressing (Level 3) - Te Tai Poutini Polytechnic	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**

**2.0 New Delivery Site Accreditation Te Pūkenga (unified) NZ2411 New Zealand Certificate in Hairdressing (Level 3) - Te Tai Poutini Polytechnic**

**RESOLVED: (D.Lithgow / M. Wells)**

*THAT Te Ohu Whakahaere Approvals:*

- a) Receives the report titled 'New Delivery site application for Te Tai Poutini Polytechnic to deliver Te Pūkenga (unified) NZ2411 New Zealand Certificate in Hairdressing Level 3';*
- b) Approves the new delivery site application for Te Tai Poutini Polytechnic to deliver Te Pūkenga (unified) New Zealand Certificate Hairdressing (Level 3) 2411, Version 2, 120– credits'; and*
- c) Approves that the resolution be made public but that the report and discussion remain public excluded.*

**CARRIED**

The meeting closed at 5:02pm Wednesday 11 December 2024.



# Te Pūkenga report



30 April 2025

<b>Report to</b>	<b>Te Ohu Whakahaere Approvals</b>
<b>Title</b>	13 March 2025 Te Poari Akoranga hui open portion
<b>Provided by</b>	Kieran Hewitson, co-chair Te Poari Akoranga
<b>Author</b>	Haley Passmore, Governance Advisor
<b>For</b>	Information
<b>Classification</b>	Unclassified
<b>Endorsement (if any)</b>	NA

## Recommended resolutions

It is recommended that Te Ohu Whakahaere Approvals:

1.	Receives the report titled '13 March 2025 Te Poari Akoranga hui open portion.'
2.	Notes that Te Poari Akoranga received the report titled 'Te Ohu Whakahaere Academic Quality hui 19 February 2025 – open'; and
3.	Notes that Te Poari Akoranga received reports and noted approvals from the following Local Academic Committees: <ul style="list-style-type: none"> <li>• Ara Institute of Canterbury</li> <li>• Toi Ohomai</li> <li>• MITO</li> <li>• NorthTec</li> <li>• Competenz</li> <li>• Wintec</li> <li>• WITT</li> <li>• Primary ITO.</li> </ul>
4.	Notes that Te Poari Akoranga received a Local Academic Committee report from ServiceIQ where no approvals were made.

## Te tāhuhu kōrero | Background

1. Te Poari Akoranga (Te Poari) met on 13 March 2025 in a Microsoft Teams online meeting. Te Poari received apologies from Deborah Young. Te Poari considered the following agenda items in the open portion of its meeting:

# Te Pūkenga report



**30 April 2025**

## **Ngā ohu whakahaere o Te Poari Akoranga (open reports)**

2. Te Poari received the report titled 'Te Ohu Whakahaere Academic Quality hui 19 February 2025 – open'.

## **Local Academic Committees**

3. Te Poari received a Local Academic Committee report from ServiceIQ where no approvals were made.
4. Te Poari received reports and noted the following approvals from Local Academic Committees:

## **Ara Institute of Canterbury Academic Committee**

5. Received Ara Institute of Canterbury Academic Committee reports for 5 December 2024 and 20 February 2025 and noted that it approved:
  - Portfolio and Assurance Programme Change Report
  - Disestablishment of two programmes
  - Two new Micro credentials
  - APP604 Advisory Partnerships Policy
  - Portfolio and Assurance Programme Change Report
  - Accreditation of the Master of Applied Management suite of programmes from EIT
  - APP203 Academic Committee Membership and Terms of Reference edits.

## **Toi Ohomai Academic Committee**

6. Received Toi Ohomai Academic Committee Summary Report, 30 January 2025 – Open and noted that it approved:
  - Toi Ohomai Graduate Memo (Graduands) dated: 21 January 2025
  - Post Graduate Research and Human Ethics Applications Form
  - Industry Prizes and Awards for Business.

## **NorthTec Academic Committee**

7. Te Poari received NorthTec Academic Committee Summary Report, February 2025 – Open and noted that it approved:
  - Granting of the awards outlined in the Awards Report.
8. NorthTec Academic Committee ratified:
  - Bachelor of Applied Social work: Changes made to Programme Regulations.

# Te Pūkenga report



30 April 2025

## Competenz Academic Committee

9. Te Poari received Competenz Academic Committee Summary Report February 2025 – Open and noted that it approved:

- Forestry Operations Log Scaling Micro-credential on 15 January 2025.

## Wintec Komiti Academic Committee

10. Te Poari received Wintec Komiti Academic Committee Summary Report (part a) – February 2025 and noted that it approved:

- Changes to its Terms of Reference including the addition of the Institutional Quality Manager as a member, update to roles of current members, and the incorporation of Wintec’s new values.

## Western Institute of Technology at Taranaki Academic Committee

11. Te Poari received Western Institute of Technology at Taranaki Academic Committee Summary Report– January 2025 and noted that it approved:

- 2025 Schedule of Annual Activities
- Certificate Graduands (including micro-credentials and training schemes) – 221 approved
- Diploma and Degree Graduands – 144 approved
- Exception to Programme Regulations – Postgraduate Certificate and Diploma of Applied Management.

## Primary ITO Academic Committee

12. Te Poari received Primary ITO Academic Summary Report – January 2025 and noted that it approved:

- LCP – Horticulture Practices Level 3
- LCP – Rural Servicing Level 4
- Development of paper-based materials for two bio-security units standards to better support Corrections learners
- Addition of four-unit standards to the Level 5 Enchem programme (unfunded).

## Ngā tāpiritanga | Appendices

Appendix 1: [Te Poari Akoranga 13 March 2025 hui – open section.](#)

Te Ohu Whakahaere Approvals	Bi-Monthly	Wed 30 April	Wed 11 June	Wed 3 Sept	Wed 22 Oct
Programme approvals	As required	x			
New delivery site application for Tai Poutini Polytechnic		x			
Workplan for 2025	Annually	x			
2026 meeting dates (if required)	Annually				x
Self-assessment for 2025	Annually				x
Type 2 Changes	As required				
Programmes for recommendation to Te Poari Akoranga	As required				



## Te Ohu Whakahaere Approvals o Te Poari Akoranga Meeting

### 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)
<b>6.</b>	<b>Administration – public excluded</b>	
6.1	Minutes of the previous meetings – 13 November - public excluded portion	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
6.2	Actions	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
<b>7.</b>	<b>Programme approvals</b>	
7.1	New delivery site application for Tai Poutini Polytechnic to deliver Te Pūkenga unified programmes	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(a) OIA
<b>8.</b>	<b>Update from Te Poari Akoranga – public excluded</b>	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.
Section 9(2)(a) OIA	To protect the privacy of natural persons, including deceased natural persons.

And that the following employee from Te Pūkenga, and its business divisions, 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. This employee is Mandy Gould.

# Karakia whakakapi



Tēnā tātou here are some useful phrases you can use to introduce closing karakia next time you are asked to lead it.

**Māku e whakakapi te wānanga nei.**  
I will conclude our shared space.

**Kia whakakapia te wānanga nei ki te karakia.**  
May our shared space be concluded with karakia.

**Kua pau tonu te wā, nā reira māku e whakakapi te wānanga nei ki te karakia.**  
We're just about out of time, therefore I will conclude our shared space with karakia.

## Karakia whakakapi Closing incantation

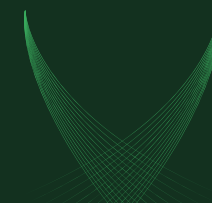
**Puritia,**  
**puritia ngā kōrero o te wānanga**  
**puritia Kia ū, kia mau**  
**puritia kia ita**  
**Unuhia, unuhia atu rā**  
**Te tapu o te kāhui o ngā ariki**  
**mauria atu rā ko te kahu ora o**  
**Rongo**  
**he rongo taketake**  
**he rongo mau tonu**  
**ka whakamau kia tina,**  
**Tina! (everybody)**  
**Hui e, Tāiki e!**

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

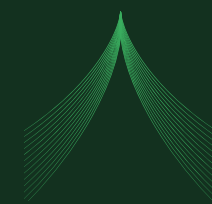
## Our values



**Manawa nui**  
We reach out and welcome in



**Manawa roa**  
We learn and achieve together



**Manawa ora**  
We strengthen and grow  
the whole person