

Te Pūkenga Council October 2023 ordinary meeting



Meeting URL: <https://vocationaleducation.zoom.us/j/89857818604?from=addon>
 Meeting ID: 898 5781 8604
 Passcode: 034212

04 October 2023 08:30 AM

Agenda Topic	Presenter	Time	Page
Karakia timatanga	John Brockies		4
Open Agenda			
1. Welcome/apologies/notices Apologies from Murray Strong. Sue McCormack acting as Chair.	Sue McCormack		
2. Administration (open)	Sue McCormack	08:30 AM-08:35 AM	5
2.1 02.1. Council membership, calendar and schedule of committees			5
2.2 Register of interests			14
2.3 Minutes (draft) of the meeting held 6 September 2023 (ordinary meeting)			17
2.4 Ngā mahi hei Actions (open) There are no open actions			
3. Chief Executive's report	Peter Winder	08:35 AM-08:40 AM	25
4. Reports from and relating to Committees			29
4.1 Report from open portion of Te Poari Akoranga held 27 September 2023	Deb Young	08:40 AM-08:45 AM	29
4.2 Report from open portion of Finance and Capital Investment Committee held 27 September 2023	Jeremy Morley	08:45 AM-08:50 AM	32
5. Correspondence			33
5.1 Letter to Minister of Education 21 September 2023 re Notice of Appointment SRTA			33

5.2	Letter to Minister of Education 21 September 2023 re Notice of Appointment – Wintec Foundation			
6.	He take atu anō Any other business (open)			
7.	Resolution to exclude the public			35
Closed agenda				
8.	Administration (closed)	Sue McCormack	08:50 AM-08:55 AM	
8.1	Minutes of the closed portion of the meeting held 6 September 2023			
8.2	Ngā mahi hei Actions (confidential)			
9.	Monthly reports			39
9.1	Chief Executive's report	Peter Winder	08:55 AM-09:40 AM	39
9.2	Wellbeing and Safety monthly report	Keri-Anne Tane	09:40 AM-09:55 AM	47
Break			09:55 AM-10:10 AM	
10.	Financials			
10.1	Update on Crown Loan	Peter Winder and Michelle Teirney	10:10 AM-10:25 AM	
	A paper will be tabled at the meeting			
10.2	Otago Polytechnic Auckland International Campus	Gus Gilmore	10:25 AM-10:35 AM	
	This report will be added to the pack next week			
11.	Reports from Committees			51
11.1	Report from Komiti Maori held 19 September 2023	Teorongonui Keelan	10:35 AM-10:40 AM	51
11.2	Report from Interim Learner Advisory Committee held 21 September 2023	Jordan Gush	10:40 AM-10:45 AM	53
11.3	Report from closed portion of Te Poari Akoranga held 27 September 2023	Deb Young	10:45 AM-10:50 AM	65
11.4	Report from closed portion of Finance and Capital Investment Committee held 27 September 2023	Jeremy Morley	10:50 AM-10:55 AM	66

11.5	Report from Appointment and Remuneration Committee held 28 September 2023 This report will be provided next week	Sue McCormack	10:55 AM-11:00 AM	
11.6	Report from Kaimahi Advisory Committee held 29 September 2023 This report will be provided next week	Heath Sawyer	11:00 AM-11:05 AM	
12.	Strategy			68
12.1	Draft Tauāki Whakamaunga Atu Statement of Intent 2024-2027 and Statement of Performance Expectations 2024	Clarke Raymond	11:05 AM-11:35 AM	68
12.2	Draft Briefing to Incoming Minister This report will be added to the pack next week	Marina Matthews	11:35 AM-11:55 AM	
12.3	Mahere Haumi Investment Plan 2024 – 2026 – final version for approval This report will be added to the pack next week	TBC	11:55 AM-12:10 PM	
13.	Inwards correspondence (confidential)			118
13.1	Letter from TEC re 2024 Ministerial appointments			118
14.	Outwards correspondence (confidential) There is no confidential outwards correspondence to note			
15.	He take atu anō Any other business (confidential)			
	Karakia whakakapi	Kim Ngārimu		122

Karakia timatanga

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

Māku e huaki te wānanga nei.

I'll open our shared space.

Kia huakina te wānanga nei ki te karakia.

May our shared space be opened with karakia.

Kāti anō kia karakia e manawa ora ai te wānanga nei.

It's only fitting that we begin with karakia so we may strengthen our shared space together.

Karakia tīmatanga Opening incantation

**Whakarongo rā e Rongo
ki Te Pūkenga
te manawa nei
ki te rongo taketake,
te whiwhia, te rawea
te whiwhi-ā-nuku
whiwhi-ā-rangi
i takea mai i te kāhui o ngā ariki.
kia tūturu ka whakamau ai kia
tina,
Tina! (everybody)
Hui e?
Tāiki e!**

Listen o Rongo
to Te Pūkenga
offering gratitude
for the peace and harmony
that allows us to enjoy
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.



Te Pūkenga Council member terms

Member	Start date	Current term ends	Appointed by
Murray Strong (Chair)	1 April 2020	31 March 2024	Minister of Education
Dr Teorongonui Josie Keelan	2 November 2021	31 December 2023	Komiti Māori nomination
Kim Ngārimu	1 April 2020	31 March 2024	Minister of Education
John Brockies	18 June 2020	31 March 2024	Minister of Education
Heath Sawyer	4 October 2021	The earlier of either: i. the election of the Kaimahi Advisory Committee, due to take place in March/April 2024; or ii. 31 May 2024.	Interim Staff Committee nomination
Jordan Gush	4 October 2021	The earlier of either: i. the election of the Learner Advisory Committee, due to take place in March/April 2024; or ii. 31 May 2024.	Interim Learner Committee nomination
Tagaloatele Peggy Fairbairn-Dunlop	1 April 2021	31 March 2025	Minister of Education
Jeremy Morley	1 September 2022	31 August 2025	Minister of Education
Sam Huggard	1 April 2020	31 March 2026	Minister of Education
Sue McCormack (Deputy Chair)	1 April 2023	31 March 2027	Minister of Education
Bill Moran	1 April 2023	31 March 2027	Minister of Education

Te Pūkenga Council October 2023 ordinary meeting - Administration (open)

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
S	1 New Year's Day									1			S
M	2 Day After New Year's Day				1					2			M
T	3 New Year's Day - Observed				2 ILAC / TPA - RMRPG			1 TPA - RMRPG		3 TPA - RMRPG			T
W	4	1	1 Council meeting		3 Council meeting / Te Poari-Akoranga			2 Council meeting		4 Council meeting	1 Council meeting		W
T	5	2	2		4 Council workshop / RemCo	1		3		5 TPA - AKO	2 TPA - AKO		T
F	6	3	3		5 IKAC	2		4	1	6	3	1	F
S	7	4	4	1	6	3	1	5	2	7	4	2	S
S	8	5	5	2	7	4	2	6	3	8	5	3	S
M	9	6 Waitangi Day	6	3	8	5 King's birthday	3	7	4	9	6	4 Westland anniversary	M
T	10	7 TPA - RMRPG	7 TPA - RMRPG	4 TPA - RMRPG	9	6	4 TPA - RMRPG	8	5 TPA - RMRPG	10 TPA - QUALITY	7 TPA - RMRPG	5 TPA - RMRPG	T
W	11	8 TPA - QUALITY	8 TPA - QUALITY	5 Council meeting / TPA - QUALITY	10 Te Poari-Akoranga	7 Council meeting	5 Council meeting / TPA - QUALITY	9 TPA - QUALITY	6 Council meeting	11	8 TPA - QUALITY	6 Council meeting	W
T	12	9 Council meeting	9 TPA - AKO	6	11 Komiti Māori	8	6	10	7 Council workshop / TPA - Ōritetanga	12	9	7	T
F	13	10	10	7 Good Friday	12	9	7	11	8	13	10	8	F
S	14	11	11	8	13	10	8	12	9	14	11	9	S
S	15	12	12	9	14	11	9	13	10	15	12	10	S
M	16	13	13 Taranaki anniversary	10 Easter Monday	15	12	10	14	11	16	13	11	M
T	17	14	14	11 Southland anniversary	16	13	11	15	12	17	14	12	T
W	18	15 TPA - APPROVALS	15		17 TPA - APPROVALS	14	12 Te Poari-Akoranga	16 Te Poari-Akoranga	13 TPA - QUALITY	18 HSW	15 TPA - APPROVALS	13 TPA - QUALITY	W
T	19	16 TPA - AKO	16	13 TPA - AKO	18 TPA - AKO	15	13	17	14	19	16 TPA Ōritetanga	14	T
F	20	17	17	14	19	16 TPA - QUALITY	14 Matariki	18	15	20 Hawke's Bay anniversary	17 ILAC / Canterbury Anniversary	15	F
S	21	18	18	15	20	17	15	19	16	21	18	16	S
S	22	19	19	16	21	18	16	20	17	22	19	17	S
M	23 Wellington Anniversary	20	20 Otago anniversary	17	22	19	17	21 TPA Ōritetanga	18	23 Labour Day	20	18	M
T	24	21	21	18	23	20	18	22	19 Komiti Māori		21	19	T
W	25 Q4 report out-of-cycle	22 RAC / FinCap / Te Poari-Akoranga	22 TPA - APPROVALS	19 ILAC / TPA - APPROVALS	24	21 ILAC	19 TPA - APPROVALS	22 TPA - APPROVALS	20	25 FinCap - Q3 Report / Te Poari-Akoranga	22 Te Poari-Akoranga	20 TPA - APPROVALS	W
T	26 TPA - AKO	23	23	20 Komiti Māori	25	22 AC (KAM) / TPA - AKO	20	24 Komiti Māori	21 Learner Advisory Committee	26 IKAC	23 HSW	21	T
F	27	24 TPA - APPEALS	24		26	23 IKAC / TPA - RMRPG	21 FinCap	25	22	27 Komiti Māori	24	22	F
S	28	25	25	22	27	24	22	26	23	28	25	23	S
S	29	26	26	23	28	25	23	27	24	29	26	24	S
M	30 Auckland/Nelson Anniversary	27	27	24	29	26 HSW	24 RemCo	28	25 South Canterbury anniversary	30 Marlborough anniversary	27 Chatham Islands anniversary	25 Christmas Day	M
T	31	28	28	25 ANZAC day	30	27	25	29 FinCap	26	31	28	26 Boxing Day	T
W			29 FinCap / RAC / HSW / Te Poari-Akoranga	26 RAC / FinCap - Q1 & annual report	31 FinCap	28 TPA - Approval and Appeals	26	30 RAC	27 Te Poari / FinCap / TPA - APPROVALS		29 FinCap / RAC	27	W
T			30 RemCo	27		29	27 TPA - AKO	31 TPA - AKO	28 RemCo		30 RemCo	28	T
F			31	28		30	28		29 IKAC			29	F
S				29			29		30			30	S
S				30			30					31	S
M							31						M
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	

Weekends / Public Holidays
School Holidays

Council meeting / workshop
FinCap
(Finance and Capital Investment Committee)

FinCap / Risk and Audit Committee
RemCo
(Appointment and Remuneration Committee)

Health Safety & Wellbeing
Te Poari-Akoranga & Committees

ILAC / LAC
IKAC / KAC
Komiti Māori
Learner Advisory Committee
Kaimahi Advisory Committee

2023 Schedule of Te Pūkenga Council and Committee meetings

As at 1 October 2023

Council

Month	Date	Day	Meeting	Activity	Venue
February	9 Feb	Wed	Council	Ordinary Meeting	Zoom
March	1 March	Wed	Council	Ordinary Meeting	Zoom
April	5 April	Wed	Council	Ordinary Meeting	Zoom
May	3 May	Wed	Council	Ordinary Meeting	MIT, Auckland
	4 May	Thurs	Council	Workshop	MIT, Auckland
June	7 June	Wed	Council	Ordinary Meeting	Competenz, Auckland
July	5 July	Wed	Council	Ordinary Meeting	MITO, Wellington
July	27 July	Thurs	Council	Extra ordinary Meeting	Zoom
August	2 Aug	Wed	Council	Ordinary Meeting	Zoom
September	6 Sept	Wed	Council	Ordinary Meeting	Ara, Christchurch
	7 Sept	Thurs	Council	Workshop	Ara, Christchurch
October	4 Oct	Wed	Council	Ordinary Meeting	In person (location TBC)
November	1 Nov	Wed	Council	Ordinary Meeting	In person (location TBC)
December	6 Dec	Wed	Council	Ordinary Meeting	TBC

Committees

Finance and Capital Investment Committee

Name and role	Meeting dates	Venue
1. Jeremy Morley, Chair	22 February 2023	Zoom
2. Bill Moran, Member	29 March 2023	Zoom
3. Josie Keelan, Member	26 April 2023	Zoom
4. John Brockies, Member	31 May 2023	MITO, Wellington
5. Murray Strong, Ex-officio member	21 July 2023	Zoom
	29 August 2023	Zoom
	27 September 2023	Zoom
	25 October 2023	TBC (in person)
	29 November 2023	Zoom

Risk and Audit Committee

Name	Role	Meeting dates
1. John Brockies	Chair	22 February 2023
2. Jeremy Morley	Member	29 March 2023
3. Sue McCormack	Member	26 April 2023
4. Murray Strong	Ex-officio member	30 August 2023
		29 November 2023

Appointment and Remuneration Committee

Name	Role	Meeting dates
1. Sue McCormack	Chair	30 March 2023
2. Kim Ngārimu	Member	4 May 2023
3. Murray Strong	Member	24 July 2023
		28 September 2023
		30 November 2023



Health, Safety and Wellbeing Committee

Name	Role	Meeting dates
1. Sam Huggard	Chair	29 March 2023
2. Peggy Fairbairn-Dunlop	Member	26 June 2023
3. Josie Keelan	Member	18 October 2023
4. Heath Sawyer	Member	23 November 2023
5. Murray Strong	Ex-officio member	

Advisory Committees

Advisory Committee Co-Chairs hui

Name	Role	Meeting dates
1. Murray Strong	Council Chair	10 August 2023 TBC October 2023
2. Sue McCormack	Council Deputy Chair	
3. Jordan Gush	ILAC Co-Chair	
4. Dahrian Watene	ILAC Co-Chair	
5. Heath Sawyer	IKAC Co-Chair	
6. Warwick Shillito	IKAC Co-Chair	
7. Dr. Teorongonui Josie Keelan	Komiti Māori Co-Chair	
8. Bentham Ohia	Komiti Māori Co-Chair	

Interim Kaimahi Advisory Committee (IKAC)

Name	Role	Meeting dates
1. Heath Sawyer	Co-Chair	5 May 2023 23 June 2023 20 September 2023 27 October 2023
2. Warwick Shillito	Co-Chair	
3. Andrea Armstrong	Member	
4. Ang Cooper	Member	
5. Barry Paterson	Member	
6. Craig Ludlow	Member	
7. Henry Ma'alo	Member	
8. Ian McDonald	Member	
9. Jessica Costall	Member	
10. Jody Takimoana	Member	
11. Linda Aumua	Member	
12. Mary-Liz Broadley	Member	
13. Ramari Raureti	Member	
14. Scott Casley	Member	
15. Keri Youngman	Member	
16. Ali Bahmad	Member	



Interim Learner Advisory Committee (ILAC)

Name	Role	Meeting dates
1. Jordan Gush	Co-Chair	19 April 2023
2. Dahrian Watene	Co-Chair	2 May 2023 21 June 2023
3. Henry Geary	Member	21 September 2023 17 November 2023
4. Nina Lee Griffith	Member	
5. Ihongaro	Member	
6. Skyla Flower	Member	
7. Cecily Zhou	Member	

Komiti Māori | Interim Māori Advisory Committee

Name	Role	Meeting dates
1. Dr. Teorongonui Josie Keelan	Co-Chair	20 April 2023
2. Bentham Ohia	Co-Chair	11 May 2023 22 June 2023 24 August 2023 19 September 2023 26 October 2023 (Tentative)
4. Glenda Taituha	Member	
5. Jasmine Te Hira	Member	
6. Dahrian Watene	Member (ILAC Rep)	

Te Poari Akoranga

Name	Role	Meeting dates
Megan Gibbons	Co-Chair	22 February 2023
Kieran Hewitson	Co-Chair	29 March 2023 10 May 2023
Michael Alsford	Member (Co-Chair Te Ohu Whakahaere Ako)	12 July 2023 16 August 2023 20 September 2023
Linda Aumua	Member (IKAC Rep)	25 October 2023
Fiona Beals	Member (Co-Chair Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate)	22 November 2023
Mary-Liz Broadley	Member (IKAC Rep)	
Glynnis Brook	Member (Co-Chair Te Ohu Whakahaere [Academic] Appeals)	
Te Wai Collins	Member (Co-Chair Te Ohu Whakahaere Ako)	Also note Te Poari Akoranga sub-committees TPA - RMRPG, TPA - AKO, TPA - QUALITY, TPA - APPROVALS, TPA - APPEALS, TPA – ORITETANGA meet on dates noted in the Governance Calendar
Henry Geary	Member (ILAC Rep)	
Annemarie Gillies	Member (Co-Chair Te Ohu Whakahaere Rangahau Māori, Research and Postgraduate)	
Kim Isherwood	Member (Co-Chair Te Ohu Whakahaere Quality)	
Diane Lithgow	Member (Co-Chair Te Ohu Whakahaere Approvals)	
Doug Pouwhare	Member (Co-Chair Te Ohu Whakahaere Approvals)	
Jasmine Te Hira	Member (Kōmiti Maori Rep)	
Deborah Young	Member (Co-Chair Te Ohu Whakahaere Quality)	
Peggy Fairbairn-Dunlop	Non-speaking member	
Marama Rawiri	Member (Co-Chair Te Ohu Whakahaere Appeals)	

2024 Schedule of Te Pūkenga Council meetings

As at 26 September 2023

Council – confirmed dates

Month	Date	Day	Meeting	Activity	Venue
January	25	Thurs	Council	Ordinary meeting	
February	29	Thurs	Council	Ordinary meeting	
March	28	Thurs	Council	Ordinary meeting	
*April	24	Wed	Council	Ordinary meeting	
May	30	Thurs	Council	Ordinary meeting	
	31	Fri	Council	Workshop	
June	27	Thurs	Council	Ordinary meeting	
July	25	Thurs	Council	Ordinary meeting	
August	29	Thurs	Council	Ordinary meeting	
September	26	Thurs	Council	Ordinary meeting	
October/ November	31	Thurs	Council	Ordinary meeting	
	1	Fri	Council	Workshop	
November	28	Thurs	Council	Ordinary meeting	



Te Pūkenga Council Register of Interests

As at 27 September 2023

Name	Interest	Nature of Interest
Murray Strong Chair	Centre of Digital Excellence of NZ Ltd	Chairman
	Southern Digital Transformation Programme – Te Whatu Ora	Chairman
Sue McCormack Deputy Chair	Kiwirail	Deputy 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 Ako Delivery Te Pūkenga	Uncle
	Plumbers and Gasfitters Board	Mother is a member
Teorongonui Josie Keelan Member	Te Pūkenga: Unitec	Supervisor
Kim Ngārimu Member	Medical Council of New Zealand	Council member
	Waitangi Tribunal	Member
	Te Māngai Pāhō Māori Broadcasting Funding Agency	Board member
	NTK Limited and Tāua Ltd	Director and shareholder
	Herewini Te Koha, Previous CE of Te Rūnanganui o Ngāti Porou, signatory to regional submissions on RoVE	Ex-Husband
	Evolution Healthcare	Director

	Ministry of Health and Waka Kotahi (consulting contracts with Tāua Ltd)	Consultant
	Nursing Council	Governance Advisor
	Te Aka Whai Ora Māori Health Authority	Deputy Chair
John Brockies Member	Resolve Group Ltd	Director
	Walworth Ltd	Director
Tagaloatele Dr Peggy Fairbairn-Dunlop Member	UNESCO	Contractor
	Vinepa Trust	Patron, Board Member
Jeremy Morley Member	Wellington Free Ambulance	Contractor
	Te Kupenga – Catholic Leadership Institute (A registered PTE)	Contractor
	Racing New Zealand	Director
	Warwick Trust	Settlor, Trustee, and Beneficiary
	YW/Petone Hockey Club Inc	Treasurer
	Wellington Over 60s Cricket	Treasurer
Sam Huggard Member	350 Aotearoa Charitable Trust	Trustee
	Ministerial Strategic Advisory Group on Trade	Member
	New Zealand Educational Institute Te Riu Roa	Employee
Bill Moran Member	High Performance Sport New Zealand	Director
	WorkSafe NZ	Deputy Chair
	Southern Generation LP	Chair
	Pioneer Energy	Director
	Chamber Music at the World's Edge Trust USA	Chair

	Youthtown Inc	Trustee
	Youthtown Foundation	Trustee
	Parliamentary Education Trust	Trustee
	New Zealand Symphony Orchestra Foundation	Trustee
	Iti Kōpara Charitable Trust	Trustee
	Hoops and Life Awhi Trust	Trustee



Open Minutes for Te Pūkenga Council September 2023 ordinary meeting

06/09/2023 | 10:06 AM - 03:11 PM - Auckland, Wellington New Zealand Standard Time

Ara | Te Pūkenga ki Ōtautahi/Christchurch

Attendees (9)

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

In attendance

Peter Winder (Chief Executive), Andrew McSweeney (DCE Learner and Employer Experience and Attraction), Paora Ammunson (DCE Tiriti Outcomes), Dr. Megan Gibbons (DCE Academic Centre and Learning Systems, items 4.1, 5.2, and 13.1), Kara Hiron (Director – Legal, item 4.2), Keri-Anne Tane (Chief People Officer, item 11.2), Gus Gilmore (DCE Ako Delivery, item 11.3), Ziena Jalil (Chief of Staff, item 12.1 and 12.2), Dr. Clarke Raymond (Director Strategy and Performance, item 12.1), Marina Matthews (Chief Advisor, item 12.2), Ellen Dixon and Tangihaere Gardiner (NZUSA, items 1-9), Sean Prender (NZDA, items 1-9)

Karakia timatanga

Heath Sawyer opened the meeting with karakia, and acknowledged the recent passing of a kaimahi at Ara.

1. Welcome/apologies/notices

Apologies were received from Murray Strong and John Brockies. Sue McCormack will chair the meeting.

Teorongonui Josie Keelan's flight was delayed, so she sent her apologies for the Open session.

2. Administration (open)

2.1 Council membership, calendar and schedule of committees

Council members noted the schedule of meetings for the remainder of the year.

2.2 Register of interests

The register of interests has been updated to reflect that Bill finished as a trustee of the Sky City Casino Charitable Trust on 31 August, and was appointed as a trustee of the Hoops and Life Awhi Trust in August.

No additional interests were declared for items on the agenda.

2.3 Minutes (draft) of the meeting held 2 August 2023 (ordinary meeting)

RESOLVED (S. McCormack/B. Moran)

That the Council approve the minutes of Te Pūkenga Council open meeting held on 2 August 2023 as a true and correct record.

CARRIED

There were no matters arising from the minutes.

2.4 Ngā mahi hei | Actions (open)

The action regarding an update to the whakataukī has been closed, as this will be taken care of as part of the strategic framework.

2.5 Late items

No late items were received.

3. Chief Executive's report

The Chief Executive highlighted two significant new opportunities that have been realised by the creation of Te Pūkenga. The first is a Memorandum of Understanding with Air New Zealand, which is initially with NMIT, but opens broad discussion about engagement across Te Pūkenga network. The second is an agreement to establish the New Zealand-China Vocational Cooperation and Development Alliance, which has been achieved through working with Education NZ following the Chief Executive's visit to China in June. This will involve working with institutions across China to engage with the national network of Te Pūkenga.

The Chief Executive also indicated that the conclusion of the consultation on organisational change will be within the next two weeks. He acknowledged the rich and insightful feedback from kaimahi and highlighted that over 8,000 pieces of feedback had been received.

4. Risk and compliance

4.1 Te Pūkenga Common Seal policy

The Council were reassured that although the Common Seal will be used across the motu, they will be kept secure through business divisions complying with the policy.

RESOLVED (S. McCormack/J. Gush)

That the Council

- a. *Receive the report titled 'Te Pūkenga Common Seal Policy';*
- b. *Approve Te Pūkenga Common Seal Policy; and*
- c. *Approve the proposed design for Te Pūkenga Common Seal.*

CARRIED

4.2 Nelson Polytechnic Educational Society Inc. – Compliance Issues

Acting as the Members of Nelson Polytechnic Educational Society Inc., the Council held the AGM of the Society and received and approved the financial statements of the Society for the financial year ended 31 December 2022. It also accepted Olivia Hall, Nicole Akuhata, Julie Bytheway and Kate Neame as members of the Society and of the Executive Committee.

The Council acknowledged that there will be a future need to wind up this society, but that the AGM needed to be held to file an annual return with the Companies Office.

5. Reports from and relating to Committees

5.1 Extension of terms for Komiti Māori

RESOLVED (S. McCormack)

That the Council

- a. *Receive the report titled "Komiti Māori member extension of terms"; and*
- b. *Approve the terms of current Komiti Māori members be extended until 31 December 2023 at current remuneration; and*

CARRIED

5.2 Report and draft open minutes from Te Poari Akoranga held 16 August 2023

The Deputy Chief Executive Academic Centre and Learning Systems (DCE ACLS) informed the Council that the New Zealand Certificate in Infrastructure has subsequently been approved by NZQA, and that panels for Social Work will be held in the week commencing 20 November, and for Nursing in

the week commencing 27 November. Confirmation will be received by 2 February 2024, in time for the beginning of the academic year.

RESOLVED (B. Moran)

That the Council

1. *Receive the verbal and written update from the open portion of Te Poari Akoranga held on 16 August 2023 by Teams and 23 August 2023 by e-meeting; and*
2. *Note the approval of Te Pūkenga Moderation Framework and Product Moderation Systems approach and the Requirements for Product Moderation Systems;*
3. *Note the approval of New Zealand Certificate in Infrastructure - Level 2 to be provided to NZQA for approval, and Certificate in Sport Recreation and Exercise - Level 3 and Level 4;*
4. *Note the approval of Whiria Te Ako | Te Pūkenga Learning & Teaching Framework;*
5. *Note the approvals of Te Ata Māhina Bachelor of Social Work, Bachelor Nursing Māori, Bachelor Nursing Pacific and Bachelor Nursing by e-meeting on 23 August 2023; and*

Note the draft minutes of the meeting

CARRIED

5.3 Report from open portion of Finance and Capital Investment Committee held

29 August 2023

The Council noted that the Finance Plan and Transformation Plan will become standing agenda items and that a commercial strategy update is required later this year.

RESOLVED (J. Morley)

That the Council receive the verbal and written update from the Finance and Capital Investment Committee of the meeting held on 29 August 2023 by Zoom.

CARRIED

5.4 Report from open portion of Risk and Audit Committee held 30 August 2023

RESOLVED (J. Morley)

That the Council

1. *Receive the verbal and written update from the Risk and Audit Committee of the meeting held on 24 July 2023 by Zoom; and*
2. *Approve the amended Risk and Audit Committee Terms of Reference.*

CARRIED

6. Stakeholder engagement

6.1 New Zealand Union of Students' Associations and National Disabled Students' Association

Ellen Dixon and Tangihaere Gardiner from NZUSA and Sean Prender from NZDA gave the Council an overview of the work that they are doing and discussed their three policy asks during the 2023 General Election campaign – realise Te Tiriti, a debt-free future, and embedded student voice. They encouraged Council members to visit <https://www.nomoreexcuses.online/> to learn more about these. They highlighted their good working relationship with Te Pūkenga and thanked the Council for embedding Te Whiria Ngā Rau and raised concerns about student achievement for in work learners with disabilities, third parties encouraging ākonga into qualifications that they might not be able to complete, and the potential for students' associations to get left behind with the changes. The Council and members of Management who are present highlighted some of the ways in which Te Pūkenga can address these concerns.

7. Correspondence

RESOLVED (B. Moran)

That the Council note the correspondence from the Chair of Risk and Audit Committee and Chief Executive to Audit New Zealand on 1 September 2023.

CARRIED

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

No other business was raised.

9. Resolution to exclude the public

RESOLVED (B. Moran)

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)
10.	Administration	
10.1	Minutes of the closed portion of meeting held 2 August 2023	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
10.2	Actions (confidential)	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11	Monthly reports	
11.1	Chief Executive's report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA
11.2	Wellbeing and Safety monthly report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11.3	Operational risk	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA
12	Strategy	
12.1	Draft Statement of Intent 2024-2027 and Statement of Performance Expectations 2024	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
12.2	Briefing to Incoming Minister scope	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
13.	Reports from Committees	
13.1	Report and draft closed minutes from Te Poari Akoranga held 16 August 2023	Section 9(2)(a) OIA 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)
13.2	Report from closed portion of Finance and Capital Investment Committee held 30 August 2023	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
13.3	Report from closed portion of Risk and Audit Committee held 30 August 2023	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
14	Inwards correspondence (confidential)	
14.1	15 August 2023 from Acting Chief Executive of Tertiary Education Commission re Te Pūkenga Investment Plan for 2024 Funding	Section 9(2)(g)(ii) OIA
15.	Any other closed business (confidential)	Section 9(2)(a) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA

Interests

Section	Interest
Section 9(2)(a) OIA	To protect the privacy of natural persons, including that of deceased natural persons.
Section 9(2)(b)(ii) OIA	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Section 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 the organisation 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, Keri-Anne Tane, Gus Gilmore, Megan Gibbons, Michelle Teirney, Clarke Raymond, and Marina Matthews.

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

DRAFT



Pūrongo Kaunihera a Te Pūkenga | Council Report

4 October 2023

Title	Chief Executive's Report to Council – Open Session
Provided by	Peter Winder, Tumuaki Chief Executive
For	Information

Te Taunaki | Recommendation(s)

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

a.	Receive the report titled 'Chief Executive's Report to Council – Open Session';
b.	Note the update on current issues, key achievements and highlights arising during the reporting period.

Kōrero Whakapōpoto | Executive Summary

On 20 September, we confirmed our new operating structure to all kaimahi for delivering better outcomes for ākonga and employers through a single unified organisation. The new structure provides a once-in-a-generation opportunity to redesign vocational education to help more ākonga learn and train in a way that suits them, and with the support they need for success. It also aims to provide the skills that our employers and economy need now and in the future.

The new structure will result in 200 fewer full-time equivalent roles across the network, with the expectation that the majority of affected kaimahi will be redeployed. The final structure has 602 new roles, with 401 being disestablished. Another 51 positions that are currently vacant are also being disestablished, and 350 fixed term employment agreements will not be extended beyond their current term. Recruiting for the new positions has begun.

The new structure has largely been well received, with kaimahi particularly pleased to see that their considerable feedback had been heard and incorporated.

While enrolments continue to be down at Te Pūkenga and across the tertiary education sector, we continue to see growth in international education, and expect this to continue as we rebuild post lockdowns.

Te Pūkenga celebrated new buildings being opened, welcoming a teaching excellence consortium, and success at the Te Whatu Kairangi - Aotearoa Tertiary Educator Awards.



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

Following consideration of more than 8,000 pieces of feedback from kaimahi and further design work, the leadership team announced the decisions of Tāraia te anamata | Creating our futures consultation for five business groups.

More than 3,000 kaimahi attended the announcement live online, with hundreds more gathered at sites throughout the country to watch it together. In addition to staff and union briefings, we also updated a wide range of stakeholders about our decisions, including the Minister of Education, ākonga, employers, Te Pūkenga Council advisory committees, Regional Skills Leadership Groups, Workforce Development Councils, international partners, education agencies and others.

Kaimahi whose roles have been disestablished were informed individually ahead of the all-staff hui and have been encouraged to apply for the new positions as we want to retain as much of our talent and expertise as we can and avoid redundancies wherever possible.

Different groups will transition at different stages to the new structure. This will be phased over the next few months, to minimise disruption of delivery to ākonga, employers, industry, and other partners. Further details on the transition for the change process is in my report for the closed session.

On 13 September 2023, the Prime Minister Rt. Hon. Chris Hipkins attended the formal opening of He Toki Kai Te Rika, a multi-million-dollar trades training centre at Otago Polytechnic | Te Pūkenga. He Toki Kai Te Rika translates as “a tool for your hand” and was gifted to Otago Polytechnic by local rūnaka. The \$31.7 million facility is located at the heart of the Forth Street Campus in Dunedin. The building will support both work-based and on-campus ākonga including those studying the Bachelor of Engineering Technology (with Civil, Mechanical, and Electrical Engineering specialities), New Zealand Certificate in Engineering (Level 3), Welding (night classes), New Zealand Diploma in Construction, Bachelor of Construction (Quantity Surveying). It will also support work-based apprentices and block courses.

Other Ministerial involvement in events on Te Pūkenga sites included:

- The Tertiary Education Union hosted a political panel at Unitec | Te Pūkenga during their stop-work meeting on 14 September 2023. Hon Jan Tinetti addressed the session online in her capacity as Minister of Education. The political panellists comprised of Chris Baillie (ACT Party), Helen White (Labour Party), Hon Paul Goldsmith (National Party), and Julianne Genter (Green Party).
- Hon. Willow-Jean Prime, Minister of Conservation and Youth, and Member of Parliament (MP) for Northland, attended the graduation for the Diploma in Whanau Ora (Level 5) at the Ngawha campus of NorthTec | Te Pūkenga on 15 September 2023.
- Hon Grant Robertson, Minister of Finance, Sport and Recreation, Cyclone Recovery and Leader of the House, visited Nelson Marlborough Institute of Technology | Te Pūkenga campus in Blenheim on 25 September 2023.

Opposition Leader Christopher Luxon visited the Telford | Te Pūkenga campus near Balclutha and together with National MPs Erica Stanford and Penny Simmonds announced the National Party



international education policy at Te Rau o te Huia, the new creative technologies building at the Southern Institute of Technology (SIT) | Te Pūkenga campus in Invercargill on 21 September 2023.

We had three award winners in Te Whatu Kairangi – Aotearoa Tertiary Educator Awards for 2023. They are:

- Craig Goodhue - Unitec | Te Pūkenga - General Category Winner: Advancing Approaches to, and the outcomes of, work-based learning
- Genevieve Togiasso - Ara Institute of Canterbury | Te Pūkenga - Le Moana Mua Award
- Group led by Dr Grant Bennett with Heather Compton, Alan Hoskin, Tracy Hutton, Derek Chirnside, Elaine Rutherford, Clare Hutchinson, and Marion Hale - Ara Institute of Canterbury | Te Pūkenga - General Group Category Winner: Progressing Education Partnerships and Collaboration

The awards recognise sustained excellence in tertiary teaching and the difference this makes for ākonga, their whānau and communities. Ako Aotearoa, an organisation committed to supporting tertiary educators to enhance success for all the country's learners, has been running the awards on behalf of the Minister of Education since 2007.

We welcomed the National Centre for Tertiary Teaching Excellence (NCTTE) to Ngā Kete Wānanga marae at Manukau Institute of Technology | Te Pūkenga campus in Ōtara on 15 September 2023. Earlier in the year, it was announced that Te Kūnenga ki Pūrehuroa, a Massey University-led consortium with Te Wānanga o Aotearoa and Te Pūkenga had successfully bid to host the NCTTE for the next three years. The consortium will reposition Ako Aotearoa in a changed tertiary education and training context in Aotearoa New Zealand. The NCTTE fund provided \$3.556 million per annum to deliver a centre that works in partnership with tertiary education organisations (TEOs) to build teaching capability of TEOs and educators; commission and conduct research, monitor and evaluate effective teaching; and administer the tertiary teaching awards.

The Otago Regional Service Delivery Trial was recently completed following a 16-month trial involving Otago Polytechnic, SIT and BCITO | Te Pūkenga. The trial was established as an opportunity for the three formerly competing providers to explore ideas, test initiatives and implement ways to unify the delivery of their respective Level 4 carpentry programmes to support better outcomes for the approximately 100 carpentry apprentices across the Otago and Southland regions. The trial began in March 2022 and ended in June 2023. It was funded by the Tertiary Education Commission under its Strategic Component Funding for vocational education.

During this reporting period, Te Pūkenga has held graduation ceremonies for graduates from Manukau Institute of Technology, NorthTec and Otago Polytechnic | Te Pūkenga. One graduand shared that she had decided to retrain in horticulture following a serious head injury. The former hairdresser credits the ability to undertake her studies through distance learning for being able to complete the programme over two years.

Also during the past month:

- BCITO | Te Pūkenga and Education Unlimited, a workplace training provider, joined forces to run an apprentice support programme for 15 Te Tai Tokerau apprentices. The Critical Skills Apprenticeship Programme has been designed to boost apprenticeship success and help aspiring tradies navigate the formal aspects of their mahi. The five-month programme



included five workshops and additional one-on-one sessions for each apprentice. BCITO hopes to roll the programme out nationwide following the pilot.

- Careerforce | Te Pūkenga recently celebrated its 1,200th apprentice training in the Apprenticeship in Mental Health and Additional Support programme. These mental health apprenticeships were developed in 2017 following the increasing demand in mental health.
- Connexis | Te Pūkenga held their annual Excellence Awards celebrating trainees in the Electricity Supply and Telecommunications industries on 21 September in Invercargill. Abbey Meiritz Reid was named Trainee of the Year and Distribution Trainee of the Year. She is a trainee electrical fitter with Connectics in Christchurch.
- Horticulture ākonga at EIT | Te Pūkenga have had hands-on industry experience helping restore an orchard devastated by Cyclone Gabrielle. Three groups of ākonga completed a three-day Fruit Supports Structure course as part of the NZ Certificate in Primary Industry Operational Skills. This provided a great way for ākonga to apply skills and theory they have learned in the field.
- Open Polytechnic | Te Pūkenga is providing greater access to courses for ākonga and increased flexibility to study at their own pace, by recently changing to a monthly enrolment intake for most of its business degree offerings in the Bachelor of Business, Bachelor of Applied Management, and graduate qualifications in business. The new monthly enrolment intakes offer a more learner-centric approach, placing the needs and preferences of ākonga at the centre as well as being able to provide more flexibility for employers with qualified graduates being available throughout the year.
- Primary ITO | Te Pūkenga is helping to address a skills shortage in the pork industry with its New Zealand Certificate in Pork Production Level 3. This programme has helped three ākonga in particular to grow and progress in their jobs with their employer, Waratah Farm in South Waikato. One of the ākonga, who is a farm hand, is set to continue her career in the pork industry after having the opportunity to gain the qualification while working on the job.
- SIT | Te Pūkenga has added a Master of Nursing Science degree to its roster of courses after an increased demand for nurses across the country.
- UCOL | Te Pūkenga celebrated a significant increase in course completion rates of ākonga Māori. In 2019, there was an 18 percent gap in completion rates between ākonga Māori and non-Māori which had reduced to a very narrow 0.66 percent last year. UCOL put this down to its focus on providing a more welcoming, inclusive, and culturally aware learning environment, strong leadership, skilled kaimahi, and a relationship-based teaching practice called Te Atakura.
- A new gallery supporting ākonga, kaimahi and Aotearoa art and design community has opened at Unitec | Te Pūkenga. Toi o Wairaka has been unveiled as part of the School of Creative Industries' new facilities in the Mt Albert, Auckland campus. The opening reaffirmed the business division's heritage in the arts, celebrate the depth of talent of our ākonga and kaimahi as well as showcase the new School of Creative Industries facilities.

Pūrongo Kaunihera a Te Pūkenga | Council Report

4 October 2023

Title	September 2023 Te Poari Akoranga hui summary for Council – Open session
Provided by	Megan Gibbons, Pourangi Mātauranga me ngā Pūnaha Ako DCE Academic Centre and learning Systems
Author	Louise Courtney, Governance Advisor
For	Information

Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Council:

a.	Receive the report titled ‘September 2023 Te Poari Akoranga hui summary for Council’;
b.	<p>Note that Te Poari Akoranga approved the following Type 1 changes to Level 4 programmes:</p> <ul style="list-style-type: none"> i) New Zealand Certificate in Adult and Tertiary Teaching - to extend the range of delivery weeks/hours to allow for the part time delivery undertaken by Learning Works ii) New Zealand Certificate in Hairdressing (Professional Stylist) Level 4 - add the following two delivery sites - 6008 Te Pūkenga TA Wellington Institute of Technology and 6014 Te Pūkenga TA Whitireia Community College iii) New Zealand Certificate in Business (Administration and Technology) (Level 4) - to add the following two delivery sites omitted from the delivery sites listed in the original application - 6006 Te Pūkenga TA ARA Institute of Canterbury and 6022 Te Pūkenga TA Open Polytechnic of New Zealand iv) New Zealand Certificate in Apiculture (Level 4) and New Zealand Certificate in Apiculture (Queen Bee Rearing) (Level 4) - to add the following delivery site - 6015 Te Pūkenga TA Southern Institute of Technology;
c.	Note that Te Poari Akoranga approved the reporting template for regional academic committees; and
d.	Note that Te Poari Akoranga approved the terms of reference for Te Ohu Whakahaere Rangahau, Research and Postgraduate.

Te Tāhuhu Kōrero | Background

Te Poari Akoranga | The Academic Board (Te Poari) met on 27 September 2023 via Teams. The summary below provides an overview of some key discussions and decisions by Te Poari at its open session.



Type 1 Changes to Level 4 Programmes

Under its delegation from Council 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, and to seek approval/accreditation of programmes by external bodies, Te Poari Akoranga ratified the approval of the following Level 4 programmes by the co-chairs. It was noted that changes to the reporting process will be reviewed once the organisation structure is in place.

- New Zealand Certificate in Adult and Tertiary Teaching - to extend the range of delivery weeks/hours to allow for the part time delivery undertaken by Learning Works
- New Zealand Certificate in Hairdressing (Professional Stylist) Level 4 - add the following two delivery sites - 6008 Te Pūkenga TA Wellington Institute of Technology and 6014 Te Pūkenga TA Whitireia Community College.
- New Zealand Certificate in Business (Administration and Technology) (Level 4) - to add the following two delivery sites omitted from the delivery sites listed in the original application - 6006 Te Pūkenga TA ARA Institute of Canterbury and 6022 Te Pūkenga TA Open Polytechnic of New Zealand.
- New Zealand Certificate in Apiculture (Level 4) and New Zealand Certificate in Apiculture (Queen Bee Rearing) (Level 4) - to add the following delivery site - 6015 Te Pūkenga TA Southern Institute of Technology.

Draft Reporting Template for Regional Academic Committees

Under its delegation from Council to determine policies and operating procedures of Te Pūkenga in relation to learners and academic matters, Te Poari Akoranga approved the reporting template for regional academic committees.

Ākonga Rights and Responsibilities

Te Poari discussed the draft Ākonga Rights and Responsibilities framework and provided guidance around whether the expectations on kaimahi were achievable and safe, especially where kaimahi are involved in appeals or disciplinary processes; and that matters related to equity as Māori, Pacific and Disabled Learners were not well represented in the framework.

Te Poari will review this again at its October hui.

Te Ohu Whakahaere Rangahau, Research and Postgraduate Terms of Reference

Under its delegation from Council to establish any ohu whakaharere (subcommittees) as are deemed necessary for the efficient and effective operation of Te Poari Akoranga, Te Poari approved the Terms of Reference for Te Ohu Whakahaere Rangahau, Research and Postgraduate subject to minor amendments.

Te Poari also noted that te ohu currently has an expressions of interest process underway for vacant roles.

Te Ohu Whakahaere Appeals



Te Poari noted that Marama Rawiri has accepted the role of co-chair of Te Ohu Whakahaere Appeals.

Te Ohu Whakahaere Ōritetanga

Te Poari noted that Janine Kapa is currently acting as chair of Te Ohu Whakahaere Ōritetanga.

Ngā Tāpiritanga | Appendices

[Te Poari Akoranga open agenda 27 September 2023](#)



Pūrongo Kaunihera a Te Pūkenga | Council Report

27 September 2023

Title	Report from open portion of the Finance and Capital Investment Committee 27 September 2023
Provided by	Jeremy Morley, Committee Chair
Author	Haley Passmore, Governance Advisor
For	Approval

Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Council:

a.	receive the verbal and written update from the open portion of the Finance and Capital Investment Committee meeting held on 27 September 2023 by Zoom.
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Te Tāhuhu Kōrero | Background

The Finance and Capital Investment Committee (the Committee) met on 27 September 2023 in an online Zoom meeting. John Brockies was an apology for the meeting; however, his comments were provided on key items prior to the meeting. The Committee considered the following items:

Committee workplan 2023 (open)

The Committee agreed that the Wellington Property Strategy will be a standing agenda item going forward. The Committee agreed that the Seismic Assessment Plan and an Insurance update from the Chief Financial Officer's recent insurance trip will be provided before the end of the year.

Ngā Tāpiritanga | Appendices

[Open Agenda of 27 September Finance and Capital Investment Committee](#)



Level 2, Wintec House
Corner Anglesea and Nisbet Sts
Hamilton 3204

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info@tepūkenga.ac.nz
tepūkenga.ac.nz

21 September 2023

Hon. Jan Tinetti
Minister of Education
Parliament Buildings
Wellington 6160

Tēnā koe e te Minita

Notice of Appointment – Section 100 Crown Entities Act 2004 (Act)

Section 100(1)(c) of the Act states that a Crown entity must not appoint a trustee of a trust other than after written notice to the responsible Ministers.

This letter is to advise that Te Pūkenga – New Zealand Institute of Skills and Technology intends to appoint Huia Haeata as a trustee of the Student Residence Trust Aotearoa with effect from 2 October 2023, in accordance with the terms of the trust deed of the Trust. This appointment will be made on that date subject to you having no objection to the appointment.

Ngā mihi



Murray W. Strong
Chair

Cc: Tim Fowler, CE Tertiary Education Commission



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Corner Anglesea and Nisbet Sts
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21 September 2023

Hon. Jan Tinetti
Minister of Education
Parliament Buildings
Wellington 6160

Tēnā koe e te Minita

Notice of Appointment – Section 100 Crown Entities Act 2004 (Act)

Section 100(1)(c) of the Act states that a Crown entity must not appoint a trustee of a trust other than after written notice to the responsible Ministers.

This letter is to advise that Te Pūkenga – New Zealand Institute of Skills and Technology intends to appoint Michelle Leigh Teirney, Kieran Hewitson and Te Urikore Biddle as trustees on The Wintec Foundation Trust Board with effect from 2 October 2023, in accordance with the terms of the trust deed of the Trust. These appointments will be made subject to you having no objection to the appointments.

Ngā mihi



Murray W. Strong
Chair

Cc: Tim Fowler, CE Tertiary Education Commission



Te Pūkenga Council Meeting

9. 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:

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9.1.	Chief Executive's report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
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Item	General subject of each matter to be considered	Section(s)
10.	Financials	
10.1.	Update on Crown Loan	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
11.	Strategy	
11.1.	Draft Tauākī Whakamaunga Atu Statement of Intent 2024-2027 and Statement of Performance Expectations 2024	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11.2.	Draft Briefing to Incoming Minister	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11.3.	Mahere Haumi Investment Plan 2024 – 2026 – final version for approval	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA
12.	Reports from Committees	
12.1.	Report from Komiti Māori held 19 September 2023	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
12.2.	Report from Interim Learner Advisory Committee held 21 September 2023	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
12.3.	Report from closed portion of Finance and Capital Investment Committee held 27 September 2023	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA

12.4.	Report from Appointment and Remuneration Committee held 28 September 2023	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
13.	Inwards correspondence (confidential)	
13.1.	Letter from TEC re 2024 Ministerial appointments	Section 9(2)(g)(ii) OIA
14.	Any other closed business (confidential)	Section 9(2)(a) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA

Interests

Section	Interest
Section 9(2)(a) OIA	To protect the privacy of natural persons, including that of deceased natural persons.
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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 the organisation to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

The Chair will also move that certain employees from Te Pūkenga 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.