

# 14 February Finance Risk and Audit Committee



14 February 2024 09:00 AM - 10:30 AM

Agenda Topic	Presenter	Time	Page
<a href="#">Karakia timatanga</a>			3
Open Agenda			
1. Administration (open)		09:00 AM-09:10 AM	4
1.1 Welcome/apologies			
1.2 <a href="#">Register of interests</a>			4
1.3 <a href="#">Schedule of committee membership and meeting dates for 2024</a>			6
1.4 <a href="#">Committee workplan 2024</a>			7
1.5 <a href="#">Open minutes of 31 January Finance Risk and Audit Committee</a>			9
Recommendation: That Te Pūkenga Finance Risk and Audit Committee (the Committee) approve the open minutes of the 31 January Finance Risk and Audit Committee.			
2. Group Treasury Policy	Michelle Tierney	09:10 AM-09:15 AM	15
2.1 <a href="#">Signatories update</a>			15
Recommendation: That Te Pūkenga Finance Risk and Audit Committee (the Committee):			
a. Receive the report titled 'Bank account signatories'; and			
b. Recommend to Council that Sue McCormack, Jeremy Morley and Bill Moran be added to the current authorised bank signatories and that Peter Winder and Murray Strong are removed as bank signatories.			
3. Any other open business		09:15 AM-09:20 AM	
4. <a href="#">Resolution to exclude the public</a>			18
Closed Agenda			
5. Administration		09:20 AM-09:25 AM	
5.1 Closed minutes of 31 January Finance Risk and Audit Committee			
To be provided on Monday 12 February.			

For noting

6.	Financial position and performance	09:25 AM-09:35 AM	20
6.1	<a href="#">Financial modelling update</a>	Michelle Tierney and Phill O'Callaghan	20
	Details of the report to be provided on Monday 12 February.		
7.	Group Treasury Policy	09:35 AM-09:45 AM	23
7.1	<a href="#">Treasury report</a>	Michelle Tierney	23
	Recommendation: That Te Pūkenga Finance Risk and Audit Committee receive the 31 December 2023 Group Treasury report.		
For discussion			
8.	Implementation/disestablishment governance	09:45 AM-10:00 AM	
8.1	Verbal update on disestablishment working group and specialist advisor group	Jeremy Morley	
9.	Any other closed business		
	<a href="#">Karakia whakakapi and close of meeting</a>		33

# 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  
he 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 kawē 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 Finance Risk and Audit Register of Interests

As at 9 January 2023

Name	Interest	Nature of Interest
<b>Sue McCormack</b> Member	Kiwirail	Deputy Chair
	Canterbury Earthquakes Insurance Tribunal	Judicial Officer
	University of Canterbury	Past Chancellor
	Dress for Success	Honorary solicitor
<b>Teorongonui Josie Keelan</b> Member	Te Pūkenga: Unitec	Supervisor
<b>John Brockies</b> Member	Resolve Group Ltd	Director
	Walworth Ltd	Director
<b>Jeremy Morley</b> Chair	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
	Wellington Bridge Club Inc	Honorary Auditor
Caritas NZ Inc	Financial and Commercial Advisor	
<b>Bill Moran</b> 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
	Sport New Zealand	Director
	At the World's Edge Festival NZ	Chair
	Queenstown Lakes District Council Audit, Finance and Risk Committee	Independent member

## 2024 Schedule of Te Pūkenga Council and Committee meetings

As at 31 January 2024

### Committees

#### Finance Risk and Audit Committee – unconfirmed dates

Name	Role	Meeting dates	Venue
1. Jeremy Morley	Chair	Wednesday 31 January	MIT Ōtara
2. Bill Moran	Member	Wednesday 14 February	Online
3. Josie Keelan	Member	Wednesday 28 February	Online
4. John Brockies	Member	Wednesday 28 February	Online
5. Sue McCormack	Ex-officio member	Wednesday 13 March	Christchurch
		Wednesday 27 March	Online

Further dates for this committee will be confirmed at the 13 March meeting.

14 February Finance Risk and Audit Committee - Administration (open)

Finance Risk and Audit Committee Workplan 2024

Agenda item	Confirmed dates					Dates to be confirmed at end of March																				
	Jan 31	Feb 14	Feb 28	Mar 13	Mar 27	Apr 10	Apr 26	May 8	May 22	Jun 5	Jun 19	Jul 3	Jul 17	Jul 31	Aug 7	Aug 21	Sep 4	Sep 18	Oct 2	Oct 16	Oct 30	Nov 6	Nov 20	Dec 4	Dec 18	
<b>Financial approvals</b>																										
Five-year capital plan intentions										•																
Fee setting (including student levy)														•												
Insurance renewal																					•					
<b>Financial strategy and planning</b>																										
Financial plan update	•																									
Enrolment update	•		•		•																					
Budget 2025 (if required)																					•					
<b>Financial position and performance</b>																										
Monthly financial report	•		•		•		•		•		•		•		•		•		•		•		•		•	
Budget assumptions review																	•									
Financial modelling update		•																								
<b>Group Treasury Policy</b>																										
Treasury report		•					•					•								•						
Group treasury policy																					•					
<b>Capital asset planning</b>																										
Major property project update	•			•		•		•		•		•		•		•		•		•		•		•		•
High priority building update	•			•		•		•		•		•		•		•		•		•		•		•		•
Wellington regent make good approval for unbudgeted OPEX	•																									
Property and lease strategy - key decisions review	•																									
Property and lease plan			•		•		•		•		•		•													
CAMS Assessment - internal only for 2024									•																	
<b>Implementation/disestablishment governance</b>																										
FMIS/EPM project	•																									
Disestablishment working group updates	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
<b>Annual report, including financial statements</b>																										
Te Pūkenga Annual Report			•			•		•																		
<b>Internal control environment</b>																										
Status of 2024 Audit and Assurance Plan			•					•					•										•			
2023 Internal Audit Reports			•																							
Status of internal audit and assurance recommendations								•					•										•			
<b>Internal audit function</b>																										
2025 Internal audit plan (if required)																							•			
<b>External audit</b>																										
Committee and Audit New Zealand only session (if required)	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•	•
30 June 2024 FSG audit fee	•																									
Status of external audit recommendations				•									•										•			
Audit letter of representation								•																		
External audit								•																		

Legend: • Approval • Endorsement to Council • Information

14 February Finance Risk and Audit Committee - Administration (open)

Finance Risk and Audit Committee Workplan 2024

Agenda item	Confirmed dates					Dates to be confirmed at end of March																				
	Jan 31	Feb 14	Feb 28	Mar 13	Mar 27	Apr 10	Apr 26	May 8	May 22	Jun 5	Jun 19	Jul 3	Jul 17	Jul 31	Aug 7	Aug 21	Sep 4	Sep 18	Oct 2	Oct 16	Oct 30	Nov 6	Nov 20	Dec 4	Dec 18	
Going concern assessment							•																			
Audit NZ report to management 31 December 2023							•																			
Crown Financial Statements declaration															•											
2025 external audit and engagement letter (if required)																							•			
Pre-year-end review of issues and assumptions																							•			
<b>Legislative and organisational compliance</b>																										
Contentious legal matters			•					•									•					•				
Conflicts of interest policy			•																							
Legislative compliance			•																							
Risk and assurance policy (TBC)													•													
<b>Risk management</b>																										
Risk report			•					•					•										•			
Risk deep dive (TBC)			•										•													
Risk management framework (TBC)								•																		
<b>Group audit, risk and compliance issues</b>																										
TBC																										
<b>Engagement with tāngata whenua</b>																										
TBC																										
<b>Other responsibilities</b>																										
Terms of Reference review	•																									
2025 meeting dates (if required)																•										
2025 workplan (if required)																				•						
Committee self-review																										•

Legend: • Approval • Endorsement to Council • Information





## Open Minutes for 31 January Finance Risk and Audit Committee

31/01/2024 | 09:00 AM - 12:00 PM - Auckland, Wellington New Zealand Standard Time

### Attendees (13)

Jeremy Morley; John Brockies; Teorongonui Josie Keelan; Sue McCormack; Michelle Teirney; Gus Gilmore; Ziena Jalil; Jaala Jacobs; Rebecca Donne; Haley Passmore; Jo Smaill (Audit NZ); Caroline Seelig; Tony Gray

Apologies: Bill Moran

### Karakia timatanga

The Chair delivered the opening karakia.

### Open Agenda

#### 1. Administration (open)

##### 1.1 Welcome/apologies

- Apologies received from Bill Moran.
- The Chair welcomed Caroline Seelig and Tony Gray to the meeting.

##### 1.2 Register of interests

The Chair requested that any updates to the Register of Interests be sent to the Governance Advisor. No conflicts were identified with any items on the agenda for today's meeting.

##### 1.3 Schedule of committee membership and meeting dates for 2024

The Chair highlighted that the Committee is working through 2024 meeting dates. The Chair acknowledged the current state of change in light of the Minister of Tertiary Education and Skills Letter of Expectations.

##### 1.4 Committee workplan 2024

The Committee requested amendments to the proposed workplan to align to the new operating environment:

- Financial Plan to be removed.
- Regular updates on enrolment will be provided in February and March 2024.

- The Property lease strategy item will become a standing item.
- The Implementation/disestablishment governance section will include a regular item for updates and reports from the disestablishment working group.

### **1.5 Open minutes of 29 November 2023 Finance and Capital Investment Committee**

**RESOLVED** (T. Keelan/J. Morley)

That Te Pūkenga Finance Risk and Audit Committee (the Committee) receive the open minutes of the 29 November 2023 Finance and Capital Investment Committee.

**CARRIED**

### **1.6 Open minutes of 29 November 2023 Risk and Audit Committee**

**RESOLVED** (J. Morley/S. McCormack)

That Te Pūkenga Finance Risk and Audit Committee (the Committee) receive the open minutes of the 29 November 2023 Risk and Audit Committee.

**CARRIED**

### **1.7 Inwards correspondence**

#### **1.7.1 Letter from Ministry of Education 4 January 2024 regarding Te Pūkenga request for approval of five-year capital plan and setting of new thresholds for unbudgeted capital expenditure**

The Chief Financial Officer has responded to the letter from the Ministry of Education and advised that she has requested for the wider business to review the information contained in the letter and provide feedback prior to the Council meeting on 9 February 2024.

**RESOLVED** (J. Morley/J. Brockies)

That Te Pūkenga Finance Risk and Audit Committee (the Committee) note the letter received by the Chief Financial Officer from the Ministry of Education on 4 January 2024 regarding Te Pūkenga request for approval of five-year capital plan and setting of new thresholds for unbudgeted capital expenditure.

**CARRIED**

## **2. Other responsibilities**

### **2.1 Terms of Reference**

The Chair noted that on 15 December 2023, Council approved amalgamation of the Finance and Capital Investment Committee and Risk and Audit Committee into the new Finance Risk and Audit Committee, and that new Terms of Reference were required to reflect this and the delegation from Council for the new Committee to have oversight of the disestablishment of Te Pūkenga.

The Committee reviewed the proposed Terms of Reference and recommended them to Council with some minor changes.

**RESOLVED** (J. Morley/J. Brockies)

That Te Pūkenga Finance Risk and Audit Committee (the Committee):

- a. Receive the report titled 'Draft Finance Risk and Audit Committee Terms of Reference';
- b. Provide feedback on the proposed Terms of Reference; and
- c. Recommend to Council to approve the draft Finance Risk and Audit Committee Terms of Reference.

**CARRIED**

**3. Any other open business**

The Committee discussed whether more content from the closed portion of meetings should be available to the public and agreed that after the relevant public excluded Committee agenda items have been to Council, the Council should advise whether these items could then be made available to the public.

**4. Resolution to exclude the public**

**RESOLVED** (J. Morley/J. Brockies)

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 follows:

Item	General subject of each matter to be considered	Section(s)
1.	Administration (open)	

1.5	Open minutes of 29 November 2023 Finance and Capital Investment Committee	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
1.6	Open minutes of 29 November Risk and Audit Committee	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
<b>6.</b>	<b>Administration (closed)</b>	
6.1	Closed minutes of 29 November 2023 Finance and Capital Investment Committee	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
6.2	Closed minutes of 29 November 2023 Risk and Audit Committee	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
6.3	Summary of resolutions for this meeting	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
<b>7.</b>	<b>Corporate asset planning</b>	
7.1	Major property projects update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
7.2	High priority programme	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
<b>8.</b>	<b>Implementation/disestablishment governance</b>	
8.1.	FMIS/EPM project	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
8.2.	FMIS/EPM correspondence	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
<b>9.</b>	<b>Financial strategy and planning</b>	
9.1	Enrolment update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA

<b>10.</b>	<b>Finance position and performance</b>	<b>Section 9(2)(b)(ii) OIA</b> <b>Section 9(2)(i) OIA</b> <b>Section 9(2)(j) OIA</b>
10.1	Verbal update on December 2023 financials	
<b>11.</b>	<b>Corporate asset planning</b>	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
11.1	Property and lease strategy – key decisions review	
<b>12.</b>	<b>Committee membership</b>	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
<b>13.</b>	<b>Corporate asset planning</b>	
13.1	Wellington regent make good approval for unbudgeted OPEX	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
<b>14.</b>	<b>External audit</b>	
14.1	30 June 2024 Financial Statements of the Government (FSG) audit fee	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
<b>15.</b>	<b>Any other closed business</b>	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
<b>16.</b>	<b>Committee and Audit NZ only session</b>	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA

## Interests

<b>Section</b>	<b>Interest</b>
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.

Section 9(2)(j)	To enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
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And the following persons be permitted to remain at the meeting, after the public has been excluded:

1. Certain employees from Te Pūkenga, namely Rebecca Donne, Jaala Jacobs, Katherine Harbrow, and Jonathan Cooke 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.
2. Caroline Seelig and Tony Gray, because those persons have knowledge that will assist the Committee. This knowledge is relevant to the matters to be discussed because those persons have significant experience in the tertiary education sector and relevant financial expertise.

**CARRIED**

## **Closed Agenda**

### **5. Administration**

#### **5.1 Closed minutes of 29 November 2023 Finance and Capital Investment Committee**

**RESOLVED** (J. Brockies/J. Morley)

That Te Pūkenga Finance Risk and Audit Committee (the Committee) receive the closed minutes of the 29 November 2023 Finance and Capital Investment Committee.

**CARRIED**

#### **Karakia whakakapi and close of meeting**

J. Brockies delivered the closing karakia.

# Tā Te Pūkenga Komiti Pūrongo

## Te Pūkenga Finance Risk and Audit Committee Report

14 February 2024

<b>Title</b>	Bank account signatories
<b>Provided by</b>	Michelle Teirney, Pourangi Pūtea   Chief Financial Officer
<b>Author</b>	Katherine Harbrow, Financial Reporting and Operations Director
<b>For</b>	Approval

### Te Taunaki | Recommendation(s)

It is recommended that Te Pūkenga Finance Risk and Audit Committee (the Committee):

a.	Receive the report titled 'Bank account signatories'; and
b.	Recommend to Council that Sue McCormack, Jeremy Morley and Bill Moran be added to the current authorised bank signatories and that Peter Winder and Murray Strong are removed as bank signatories.

### Te Tāhuhu Kōrero | Background

As a result of recent changes in Council and Executive leadership it is necessary to review the current bank account signatories to ensure appropriate continuity of operational treasury matters. Note that these persons must act jointly (any two) and can provide the bank instructions.

### Te pūtaka o tēnei pūrongo | Purpose of this report

We are providing the Committee with a list of the current bank signatories and recommendations for additional signatories.

### Ngā Kōwhiringa me Te Tātaritanga | Options and Analysis

Senior Finance staff (Tier 3 and above) were added as signatories to provide sufficient options and cover for operational treasury matters. We now need to review Council and Executive level signatories to ensure sufficient authorities are in place during the year.

### **Current authorised bank signatories**

Any two of the following senior management kaimahi can act jointly to open, manage or close bank accounts, nominate, appoint or delete other signatories in respect of the division bank accounts.

- Michelle Teirney – Chief Financial Officer
- Jonathan Cooke – Strategic Finance Director
- Katherine Harbrow – Financial Reporting and Operations Director
- Simone Fernandes – Regional Finance Director (Rohe 1)
- Maria Walding – Regional Finance Director (Rohe 2)
- James Smith – Regional Finance Director (Rohe 3)
- Tilly McKay – Regional Finance Director (Rohe 4)

### **Changes to be made:**

#### ***Deletions***

- Peter Winder – former-CEO – to be removed
- Murray Strong – Council Chair – to be removed

#### ***Additions***

- Sue McCormack – Acting Chair – to be added
- Jeremy Morley – Council member – to be added
- Bill Moran – Council Member – to be added
- Gus Gilmore – DCE Ako Delivery – to be added
- Andrew McSweeney – DCE Learner and Employer Experience and Attraction – to be added

### **Te Pae Tawhiti | Te Tiriti o Waitangi Excellence Framework**

N/A

### **Ōritetanga me te Angitu Ākonga | Equity Impact and Ākonga Success**

N/A

### **Pānga ki Ngā Ākonga/Kaitukumahi | Employer Impact**

N/A



## Te Uiuinga Whānui | Engagement/consultation

Group engaged with	Level of engagement	Commentary
All staff signatories	Consult	Agreed

## Ngā tino raru ka heipū mai | Key risks

Risk title	Description	Potential consequences	Current mitigation	Comments
Staff/Council changes	Update required to authorities	If there are changes a revised authority would have to be approved	There are seven staff but often the bank requires a Council member to approve	Any two are required

## Te tirohanga taha pūtea | Financial considerations

There are no direct financial implications.

## Ngā Tāpiritanga | Appendices

N/A



# Te Pūkenga Finance Risk and Audit Committee 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)
<b>6. Administration (closed)</b>		
6.1	Closed minutes of 31 January 2024 Finance Risk and Audit Committee	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
<b>For noting</b>		
<b>7. Financial position and performance</b>		
7.1	Financial modelling update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
<b>8. Group Treasury Policy</b>		
8.1	Treasury report	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA

Item	General subject of each matter to be considered	Section(s)
<b>For discussion</b>		
<b>9. Implementation/disestablishment governance</b>		
9.1.	Implementation/disestablishment governance update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
<b>10.</b>	<b>Any other closed business</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)(i) OIA	To enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.
Section 9(2)(j)	To enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

And certain employees from Te Pūkenga be permitted to remain at the meeting, after the public has been excluded, namely Phil O’Callaghan, 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.

# 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.**

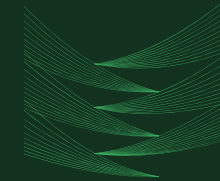
We're just about out of time, therefore I will conclude our shared space with karakia.

## 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!

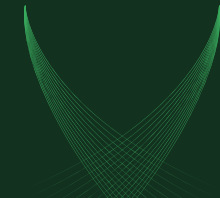
Hold fast,  
hold firmly the words of the  
academy  
cement them firmly  
fixed in the mind.  
Release ourselves  
of the decorum of formality  
let us take up the life giving  
cloak of Rongo  
the permanence of peace  
and harmony  
and bind it firmly,  
Firmly!

## Our values



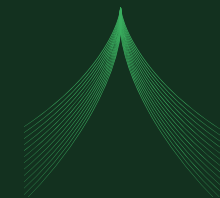
### Manawa nui

We reach out and welcome in



### Manawa roa

We learn and achieve together



### Manawa ora

We strengthen and grow  
the whole person