



Te Pūkenga - New Zealand Institute of Skills and Technology (Te Pūkenga)

Minutes of a meeting of the Council of Te Pūkenga (the Council)

Monday 29 August 2022

Minutes

These are the open minutes of a meeting of Te Pūkenga Council held on Monday 29 August 2022 at 12.30 pm via Zoom videoconferencing

Present:

Council Members	Murray Strong (Chairperson)	Kim Ngārimu (Deputy Chairperson)
	Maryann Geddes	Kathy Grant
	Sam Huggard	Tania Hodges
	John Brockies	Tagaloatele Peggy Fairbairn-Dunlop
	Teorongonui Josie Keelan	Heath Sawyer
	Jordan Gush	
In Attendance	Peter Winder – Acting Chief Executive	Angela Beaton – Deputy Chief Executive – Academic Delivery and Innovation (Item 5.1 only)
	Vaughan Payne – Deputy Chief Executive – Operations (Items 11.3 and 11.4 only)	Ana Morrison - DCE Partnerships and Equity (Item 4.1 only)
	Phil O’Callaghan – Programme Business Case Lead (Items 12.1 and 13.1 only)	Matthew Walker – Chief Financial Officer (Items 11.2, 12.1 and 13.1 only)
	Simon Karipa – Director – Governance	Kristine Brothers – Director – Finance (Items 11.2, 12.1 and 13.1 only)
	Lynnette Brown – Council Secretary	Warwick Quinn – DCE - Employer Journey and Experience
		Ashley Muir – Co-Manager, Communications and Engagement
		Sinead Hart – Director Legal and Risk (Items 9.1, 9.2, 9.3 and 11.1 only)
	Jo Smaill – Director and Head of Audit and Quality, Audit NZ (Item 11.2 only)	Megan Gibbons – Chief Executive Otago Polytechnic (Item 9.1 only)
		Gus Gilmore – Chief Executive Unitec and Manukau Institute of Technology (Item 9.1 only)
	Tina Smith, TEU (Item 15.5 only)	Peter Joseph (TIASA) (Item 15.5 only)
		Shelley Weir (TIASA) (Item 15.5 only)

Quorum

The Chair noted that a quorum of members was present at the meeting and declared the meeting open.

Karakia

The meeting was opened with a karakia by Heath Sawyer.

Open Minutes

1. **Welcome/Apologies/Notices**

Apologies were received from Kathy Grant for lateness.

2. **Administration**

2.1. **Council Calendar and Schedule of Committees**

Noted.

2.2. **Register of Interests**

The register of interests was noted and no conflicts with matters on the agenda were declared.

2.3. **Minutes (draft) of the meetings held**

- 19 July 2022 (ordinary meeting)
- 8 August 2022 (extraordinary meeting)

Resolved:

The Council:

- a. Approved the minutes of Te Pūkenga Council open meeting held on 19 July and 8 August 2022 as a true and correct record noting minor amendments to the adjournment date.

Moved: M Strong

Seconded: M A Geddes

CARRIED

2.3.1. **Matters Arising**

There were no matters arising.

2.4. **Action List – Open**

Noted.

3. **Acting Chief Executive's Report (Verbal)**

The Acting Chief Executive provided a verbal update on the engagement sessions being undertaken with the network on *Tā tātou huarahi - Our Pathway*. The sessions are proving very worthwhile providing an opportunity to connect with everyone in the network and a range of feedback is being received.

It was noted that the Council members have been attending and supporting the Acting Chief Executive in the engagement sessions at various campuses.

Kathy Grant joined the meeting at 12.45pm.

4. **Strategy**

4.1. **Te Pae Tawhiti Subsidiary Action Plan Quarterly Reporting Q2**

Management provided a verbal update on the Q2 Report for the Council and outlined the future focus of Te Pae Tawhiti.

The Council:

- a. Received Te Tiriti o Waitangi excellence impact report (Quarter 2: April-June 2022); and
- b. Received the report on Insights into Te Tiriti o Waitangi and Māori Equity practice in the Business Divisions of the Work-Based Learning Subsidiary (July 2022); and
- c. Noted the update of Te Pae Tawhiti Continuous Quality Improvement project; and
- d. Noted the completion of Te Pae Tawhiti review process

The Council would like to see evidence of the impact of this activity on completion and graduation rates as well as relationships with Treaty partners noting that the next phase will be particularly important.

A focus on completion of the metrics to enable meaningful evaluation is a key next step, as well as reporting the data in a form that shows the focal areas (anticipated Q1 2023).

The Council noted the need to progress discussions and a decision on what a good Treaty partnership looks like and how that is reflected in the activities of Te Pūkenga.

5. **Reports from Committees**

5.1. **Te Poari Akoranga – Report from open Poari Akoranga meeting held 10 August 2022 and 29 June 2022**

Management spoke to Te Poari Akoranga Report with matters discussed including:

- Trades Academy and the unlikelihood of growth in the 2023 allocations noting further discussion would be required with the Ministry of Education.
- The whakatauki and the opportunity to update this to be inclusive of work-based learning
- NEETS – an opportunity for the Council to engage in a discussion around the challenges and themes to be captured in the transition

The Council:

- a. Received the report from Te Poari Akoranga meeting held online via Teams 10 August 2022; and
- b. Noted the endorsement of Te Pūkenga Trades Academy – 2023 STP/Trades Academy Roll Allocation Application and Establishment Plan which will be submitted to the Ministry of Education (MoE)

- c. Noted the progress, and approval of membership appointments to stand-up Te Ohu Whakahaere Academic Approvals and Te Ohu Whakahaere Ako (sub-committees of Te Poari Akoranga o Te Pūkenga)

Action:

1. Management to consider an update to the whakatauki
2. Add NEETS discussion to the next Council workshop

5.2. Report from Interim Kaimahi Committee and Minutes 28 July 2022

The Chair of the Committee provided a verbal update to the reports provided.

The Council:

- a. Received the quarterly update report from the Interim Kaimahi Advisory Committee (IKAC) Co-Chairs; and
- b. Noted the reset of the IKAC workplan to intentionally align engagement to the Te Pūkenga ELT Action Plan for the remainder of the year and provide any commentary, or direction otherwise.

Council asked the Committee Chair to pass on their thanks for the work of the Committee and the support that it is providing to the Council.

5.3. Report (Q2) from Interim Learner Committee and Minutes of meeting held 2 June 2022 and 5 July 2022

The Chair of the Committee highlighted the nomination for the Public Service Commission Service Spirit Service award with the winners announced later this month.

The Council:

- a. Received the report; and
- b. Noted the confirmed open minutes (appendix 1 & 2) and meeting summaries for the Interim Learner Advisory Committee (ILAC) meetings that took place on 2 June 2022 and 5 July 2022.

5.4. Report from Komiti Māori and Minutes of meeting held 16 June and 21 July 2022

The Council:

- a. Received the report; and
- b. Noted the confirmed open minutes (appendix 1) for Komiti Māori (Interim Māori Advisory Committee) meeting held on 16 June 2022; and
- c. Noted the confirmed open minutes (Appendix 2) for Komiti Māori (Interim Māori Advisory Committee) meeting held on 21 July 2022.

6. Correspondence

6.1. Funding agreement between the Crown and Te Pūkenga

Noted.

7. **Formal Motion for Moving into Committee**

The Chair moved 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) and the particular interests protected by section 9 of the Official Information Act 1982 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, the reason for passing the resolution in relation to each matter and the specific grounds under section 48(1) of LGOIMA for the passing of the resolution are as outlined in the agenda papers; and

Item	General subject of each matter to be considered	Reason for passing resolution in relation to each matter	Grounds under section 48(1) for the passing of the resolution
8.	Administration		
8.1.	Minutes from public excluded meeting held 19 July 2022 and 8 August 2022	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
8.1.1.	Matters Arising	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
8.2.	Action List	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of

		Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	LGOIMA, as a body to which LGOIMA applies).
9.	Acting CE Report (Verbal Update)	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
10.	Partnering and Engagement TEU / TIASA	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
11.	Strategy		
11.1.	Te Pūkenga Initial Sustainability Programme	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
12.	Financial Reports		
12.1.	Te Pūkenga Financial July Report and Forecast 2022	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of

		Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	LGOIMA, as a body to which LGOIMA applies).
12.2.	Banking Arrangements	Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies
12.3.	Crown Financial Information Systems	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies
13.	Risk and Compliance		
13.1.	Report on National Policy Development	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies
14.	Subsidiaries		
14.1.	WBL Director Appointments	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).

		<p>prejudice or disadvantage, commercial activities</p> <p>Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons</p>	
14.2.	Dissolution of Residual ITP Subsidiaries	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
14.3.	OPAIC	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
15.	Reports from Committees		
15.1.	Te Poari Akoranga – Minutes from closed Te Poari Akoranga meeting held 10 August 2022 and 29 June 2022	<p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
15.2.	Report (Q2) from Interim Learner Committee and Minutes of meeting held 2 June 2022 and 5 July 2022	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of

		Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons	LGOIMA, as a body to which LGOIMA applies).
15.3.	Report from Komiti Māori and Minutes of meeting held 16 June and 21 July 2022	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons Section 9(2)(a)	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
15.4.	Transformation Committee Minutes: •2 August 2022 •14 July 2022	Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
15.5.	Appointment and Remuneration Committee •Draft minutes 1 August 2022 •Resolution Wintec Trust	Section 9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
16.	Any Other Business	9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).

		prejudice or disadvantage, commercial activities	
--	--	--	--

The Chair will also move that certain employees from Te Pūkenga namely: Peter Winder, Simon Karipa, and Lynnette Brown be permitted to remain at the meeting, after the public has been excluded, because of their specific knowledge in relation to the items listed. And the following to join to speak to specific matters Vaughan Payne, Kristine Brothers, Matthew Walker, Sinead Hart, and Phil O’Callaghan, Jo Smaill, Gus Gilmore, Megan Gibbons. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

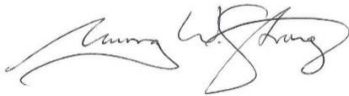
Moved: M Strong
Seconded: T Hodges
CARRIED

The open session closed at 1.15 pm and moved into closed session.

The meeting closed at 3.55 pm

Dated: 11 October 2022

Signed as a correct record



Murray W. Strong
Chairman