

27 May Finance Risk and Audit Committee



Meeting location: Boardroom, Level 3 ND Building, MIT Otago campus

27 May 2024 09:30 AM

Agenda Topic	Presenter	Time	Page
Karakia timatanga			4
Open Agenda			
1. Administration		09:30 AM-09:45 AM	8
1.1 Welcome/apologies			
1.2 Register of interests			8
1.3 Schedule of committee membership and meeting dates for 2024			11
1.4 Committee workplan 2024			14
1.5 Open minutes of 26 April Finance Risk and Audit Committee			18
Recommendation: That Te Pūkenga Finance Risk and Audit Committee (the Committee) approve the open minutes of the 26 April Finance Risk and Audit Committee.			
2. Any other open business		09:45 AM-09:50 AM	
3. Resolution to exclude the public			23
Closed Agenda			
4. Administration		09:50 AM-09:55 AM	28
4.1 Closed minutes of 26 April Finance Risk and Audit Committee			28
Recommendation: That Te Pūkenga Finance Risk and Audit Committee (the Committee) approve the closed minutes of the 26 April Finance Risk and Audit Committee.			
4.2 Action list			34
5. Financial approvals			35
5.1 Te Pūkenga International Fees and Study Grants 2025	Michelle Teirney	09:55 AM-10:05 AM	35

5.2	Procurement policy	Michelle Teirney	10:05 AM-10:10 AM	45
5.3	SODA Letter of Support	Michelle Teirney	10:10 AM-10:15 AM	60
5.4	Bank account signatories	Michelle Teirney	10:15 AM-10:20 AM	66
6.	Risk Management			69
6.1	Risk report	Ziena Jalil and Jodie Banner	10:20 AM-10:25 AM	69
7.	Internal control environments			77
	*Audit NZ in attendance			
7.1	Status of 2024 audit and assurance plan	Ziena Jalil and Jodie Banner	10:25 AM-10:30 AM	77
7.2	Status of internal audit and assurance recommendations	Ziena Jalil and Jodie Banner	10:30 AM-10:35 AM	81
7.3	Internal audit reports	Jodie Banner	10:35 AM-10:45 AM	84
8.	External audit			89
	*Audit NZ in attendance			
8.1	Status of external audit recommendations	Ziena Jalil and Jodie Banner	10:45 AM-10:50 AM	89
9.	Legislative and organisational compliance			93
	*Audit NZ in attendance			
9.1	Contentious legal matters	Ziena Jalil and Kara Hiron	10:50 AM-11:00 AM	93
10.	Financial position and performance			105
10.1	Monthly financial report	Michelle Teirney	11:00 AM-11:10 AM	105
10.2	Finance function effectiveness and structure (verbal update)	Michelle Teirney	11:10 AM-11:15 AM	
11.	Treasury			121
11.1	May 2024 Quarterly Treasury report	Michelle Teirney and Katherine Harbrow	11:15 AM-11:20 AM	121
12.	Capital asset planning			144
12.1	Major property project update	Michelle Teirney and Jaala Jacobs	11:20 AM-11:25 AM	144
12.2	High priority building programme update	Michelle Teirney and Jaala Jacobs	11:25 AM-11:30 AM	170

12.3	CAMs self-assessment	Michelle Teirney and Jaala Jacobs	11:30 AM-11:35 AM	172
12.4	EIT Hawke's Bay Remediation Project	Michelle Teirney and Jaala Jacobs	11:35 AM-11:40 AM	184
12.5	Auckland Central International Campus	Michelle Teirney	11:40 AM-11:45 AM	217
13.	Committee and Audit New Zealand only session (if required)		11:45 AM-11:55 AM	
Break			11:55 AM-12:25 PM	
14.	Implementation/disestablishment governance			220
14.1	Single Stage Business Case - Finance Systems	Michelle Teirney and James Smith	12:25 PM-12:30 PM	220
14.2	Disestablishment Working Group update	Gus Gilmore	12:30 PM-12:40 PM	227
14.3	Clarifying letter of expectations from the Minister for Tertiary Education and Skills	Gus Gilmore	12:40 PM-12:50 PM	233
14.4	Transition and Disestablishment Leadership and National Office	Gus Gilmore	12:50 PM-01:00 PM	235
	Includes April 2024 People and Position Reporting			
14.5	Specialist Advisor report to Minister for Tertiary Education and Skills	Caroline Seelig and Tony Gray	01:00 PM-01:30 PM	
15.	Any other closed business		01:30 PM-01:40 PM	
	Karakia whakakapi			266

Next meeting: Monday 1 July 2024 9.30am

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 kawe atu te whakamiha ki a koe, i tō karakia mai. Nāu oti, e manawa ora nei te wānanga.

May these words convey my sincerest appreciation to you for delivering karakia. Because of you, our shared space is now strengthened.



An extract from Te Pūkenga Delegations Register is provided to show the delegations from Council to the Finance Risk and Audit Committee, as a reference to inform decision making.

A2: Council Delegations to Finance, Risk and Audit Committee

Ref	Subject	Description	Power to Sub-Delegate?
1.	Policies and frameworks	Ability to review policies that fall within the remit of the Finance, Risk and Audit Committee, whether as part of the policy development process (as set out in the Document Development Framework) or otherwise, and approve amendments which are compliance based and do not impact on the strategic direction of Council.	No



2.	Learner fees	To approve standing annual setting of learner fees for existing programmes under legislation, fees for the provision of learner services, fees to assist learners suffering exceptional financial hardship and any other fees prescribed by the Finance, Risk and Audit Committee.	No
3.	Treasury limits	To approve limits on treasury financial transactions and financial authorities (as set out in the Treasury Policy).	No
4.	Grants or loans	To approve grants or loans to the Chief Executive, any kaimahi, ākongā or any association of kaimahi or ākongā or guarantee any loans to any kaimahi members.	No
5.	Capital plan	To approve an annual capital plan which aligns with the Group budget	No
6.	Operating Expenditure Budgeted	To authorise expenditure and sign contracts or purchase orders for operating expenditure (including insurances) within the Council approved budget and where the expenditure aligns with the investment plan.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
7.	Operating Expenditure Unbudgeted	To authorise expenditure and sign contracts or purchase orders for operating expenditure in excess of the Council approved budget, where the expenditure aligns with the investment plan.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
8.	Capital Expenditure Budgeted	To authorise expenditure and sign contracts or purchase orders for capital expenditure within the Council approved budget and annual capital plan that supports the expenditure which is aligned with the investment plan.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
9.	Capital Expenditure Unbudgeted	To authorise individual unbudgeted capital expenditure proposals.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
10	Tenders for Capital or Operational Expenditure	To accept a tender for an approved capital or operational expenditure project.	Yes, subject to there being clear limits on thresholds surrounding exercise of the delegated authority.
11	Corporate Asset Planning	To provide approvals in respect of asset management policies, strategies and plans, asset condition, performance and value and programme or project business cases.	No
12	Other approvals	To approve any other requests not already addressed in the above delegations from business divisions for approval from Te Pūkenga relating to operating or capital expenditure, the disposal of property or non-property assets, the	No



		approval of an asset management and utilisation plan (or other property related requests), where the approval of such request exceeds the delegated authority of the Chief Executive or is otherwise referred to the Committee by the Council for a decision.	
13	Internal Audit Function	To approve any changes to the internal audit plan.	No
14.	Ad hoc	Such ad hoc delegations as authorised by Council from time to time.	No



Te Pūkenga Council Finance Risk and Audit Committee Register of Interests

As at 11 May 2024

Name	Interest	Nature of Interest
Jeremy Morley Chair	Wellington Free Ambulance	Contractor
	Te Kupenga – Catholic Leadership Institute (A registered PTE)	Pro-bono
	Racing New Zealand	Director
	Warwick Trust	Settlor, Trustee, and Beneficiary
	Wellington Over 60s Cricket	Treasurer and Member
	Wellington Bridge Club Inc	Honorary Auditor
	Caritas NZ Inc	Financial and Commercial Advisor
Sue McCormack Ex-officio Member	Kiwirail	Deputy Chair
	Canterbury Earthquakes Insurance Tribunal	Judicial Officer
	University of Canterbury	Past Chancellor
	Dress for Success	Honorary solicitor
Teorongonui Josie Keelan Member	Te Pūkenga: Unitec	Supervisor
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

Name	Interest	Nature of Interest
	Youthtown Inc	Trustee
	Youthtown Foundation	Trustee
	Parliamentary Education Trust	Trustee
	Iti Kōpara Charitable Trust	Trustee
	Hoops and Life Awahi Trust	Trustee
	Sport New Zealand	Director
	Chamber Music at the World's Edge NZ	Chair
John Brockies Independent member	Resolve Group Ltd	Director
	Walworth Ltd	Director
	Three Waters Capital Delivery Partnering Board, Tauranga Council	Independent member
	Te Maunga Strategic Capital Investment Board, Tauranga Council	Independent member
Tony Gray Independent advisor	Nelson Tasman Regional Hospice Trust	Chief Executive
	Hospice New Zealand Equity and Sustainability Pathway group	Chair
	Student Association (SANITI) at NMIT	Advisory Committee member
	Public Service Association	Member
Caroline Seelig Independent advisor	Te Whatu Ora	Specialist Learning Systems Consultant
	Te Wānanga o Aotearoa	Te Rautiaki Mātauranga
	Ako Aotearoa (Tertiary Education Excellence (2021 -2023)	Previous Board member

Name	Interest	Nature of Interest
	Commonwealth of Learning Board of Governors	NZ Representative, (MFAT appointed)
	ESA Publications Ltd. Board	Director

2024 Schedule of Te Pūkenga Finance Risk and Audit Committee, Disestablishment Working Group and Specialist Advisory Group meetings

As at 22 May 2024

Committees

Finance Risk and Audit Committee – confirmed 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	Independent member	Wednesday 27 March	MITO, Wellington
5. Sue McCormack	Ex-officio member	Friday 26 April	Online
Caroline Seelig and Tony Gray	Independent advisors	Monday 27 May	Auckland
		Monday 1 July	TBC
		Friday 26 July	TBC
		Friday 9 August	Placeholder
		Friday 30 August	TBC
		Friday 27 September	TBC
		Friday 25 October	TBC
		Friday 29 November	TBC

Working Groups

Disestablishment Working Group

Name	Role	Meeting dates	Venue
1. Jeremy Morley	Chair	Tuesday 12 March	Online
2. Sue McCormack	Ex-officio member	Tuesday 9 April	Online
3. Bill Moran	Member	Monday 27 May	Auckland
4. Caroline Seelig	Independent advisor	Monday 1 July	TBC
5. Tony Gray	Independent advisor	Friday 26 July	TBC
		Friday 30 August	TBC
		Friday 27 September	TBC
		Friday 25 October	TBC
		Friday 29 November	TBC

Specialist Advisor Group

Name	Role	Meeting dates	Venue
1. Caroline Seelig	Chair	Monday 12 February	MITO, Wellington
2. Tony Gray	Chair	Monday 26 February	MIT, Auckland
3. Tim Ward	Member	Friday 8 March	Online
4. Chris Collins	Member	Monday 11 March	MITO, Wellington
5. Jim Mather	Member	Thursday 21 March	Online
6. Sharon Shea	Member	Monday 25 March	MITO, Wellington
7. Bruce Robertson	Member	Monday 8 April	Unitec, Auckland
		Mon 15 and Tue 16 April	Wellington
		Thursday 18 April	Nelson

Name	Role	Meeting dates	Venue
		Friday 19 April	Online
		Monday 22 April	Online
		Tuesday 23 April	MITO, Wellington
		Friday 3 May	MITO, Wellington
		Monday 6 May	Online
		Tuesday 7 May	Online
		Wednesday 8 May	Online
		Monday 13 May	Wellington
		Tuesday 14 May	Online
		Wednesday 15 May	Online
		Monday 20 May	TBC

Finance Risk and Audit Committee Workplan 2024

Agenda item	Wed 31 Jan	Wed 14 Feb	Wed 28 Feb	Wed 27 Mar	Fri 26 Apr	Mon 27 May	Mon 1 Jul	Fri 26 Jul	Fri 9 Aug	Fri 30 Aug	Fri 27 Sep	Fri 25 Oct	Fri 29 Nov
Financial approvals													
Five-year capital plan intentions							■						
Fee setting (including student levy)						International		Domestic					
Insurance renewal											■		
Financial strategy and planning													
Financial plan update	■												
2025 budget (if required)											■		
Financial position and performance													
Monthly financial report	■		■	■		■	■	■		■	■	■	■
Enrolment update	■		■										
Financial modelling update		■				<i>Further updates to be scheduled</i>							
NorthTec financial analysis			■										
Ring-fenced funds				■	■								
Finance function effectiveness and structure						■							
Expenditure policy							■						
Budget assumptions review										■			
Treasury													
Quarterly treasury report	■		■			■			■				■
JBWere portfolio			■										
Group treasury policy												■	

Legend: ■ Approval ■ Endorsement to Council ■ Information

Finance Risk and Audit Committee Workplan 2024

Agenda item	Wed 31 Jan	Wed 14 Feb	Wed 28 Feb	Wed 27 Mar	Fri 26 Apr	Mon 27 May	Mon 1 Jul	Fri 26 Jul	Fri 9 Aug	Fri 30 Aug	Fri 27 Sep	Fri 25 Oct	Fri 29 Nov
Capital asset planning													
Major property project update	■		■	■		■	■	■		■	■	■	■
High priority building programme update	■		■	■		■	■	■		■	■	■	■
Wellington Regent make-good	■												
EIT Hawkes Bay remediation			■			■							
2024 capital asset plan review				■									
Investment Case – Te Kahui Auaha					■								
Tai Poutini – Proposed Lease Renewal					■								
CAMS assessment (internal only for 2024)						■							
Auckland Central discussion paper						■							
Implementation/disestablishment governance													
Disestablishment update	■	■	■	■		■	■	■		■	■	■	■
FMIS/EPM project	■		■	■		■	■	■		■	■	■	■
Assurance on continuing obligations of ITO acquisition agreements						<i>To be scheduled</i>							
Annual report, including financial statements													
Te Pūkenga annual report			■		■								
WITT reports and proposal letters					■								
Internal control environment													
Status of 2024 Audit and Assurance Plan				■		■		■				■	
2023 internal audit reports				■									
Status of internal audit and assurance recommendations						■		■				■	

Legend: ■ Approval ■ Endorsement to Council ■ Information

Finance Risk and Audit Committee Workplan 2024

Agenda item	Wed 31 Jan	Wed 14 Feb	Wed 28 Feb	Wed 27 Mar	Fri 26 Apr	Mon 27 May	Mon 1 Jul	Fri 26 Jul	Fri 9 Aug	Fri 30 Aug	Fri 27 Sep	Fri 25 Oct	Fri 29 Nov
Internal audit function													
2025 internal audit plan (if required)													
External audit													
30 June 2024 FSG audit fee	■												
Status of external audit recommendations			■			■		■				■	
Final Audit New Zealand report for Wintec and NorthTec				■									
Audit letter of representation					■								
External audit					■								
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												■	
Legislative and organisational compliance													
Contentious legal matters			■			■				■			■
Legislative compliance			■										
Delegations policy and register			■										
Conflicts of interest policy				■									
Risk and assurance policy								■ (TBC)					
Risk management													
Risk report (full report only when there are changes)			■	■		■	■	■	■	■	■	■	■

Legend: ■ Approval ■ Endorsement to Council ■ Information

Finance Risk and Audit Committee Workplan 2024

Agenda item	Wed 31 Jan	Wed 14 Feb	Wed 28 Feb	Wed 27 Mar	Fri 26 Apr	Mon 27 May	Mon 1 Jul (TBC)	Fri 26 Jul	Fri 9 Aug	Fri 30 Aug	Fri 27 Sep	Fri 25 Oct	Fri 29 Nov
Risk management framework							■						
Group audit, risk and compliance issues													
TBC													
Engagement with tāngata whenua													
TBC													
Other responsibilities													
Terms of Reference review	■												
Deregistration of PINZ			■										
Southern Lakes English College Limited				■									
2025 meeting dates (if required)										■			
2025 workplan (if required)												■	
Committee self-review													■
Committee-only time with Audit New Zealand													
If required				■	■	■	■	■	■	■	■	■	■

Legend: ■ Approval ■ Endorsement to Council ■ Information



Open minutes for 26 April Finance Risk and Audit Committee

26/04/2024 | 09:00 AM - 12:00 PM - Auckland, Wellington New Zealand Standard Time

Attendees (9)

John Brockies; Jeremy Morley; Teorongonui Josie Keelan; Michelle Teirney; Gus Gilmore; William Moran; Sue McCormack; Tony Gray; Caroline Seelig

In attendance: Haley Passmore (Governance Advisor), James Smith, Regional Finance Director (item 9.1), Clarke Raymond, Director Strategy and Performance (item 6.1), Katherine Harbrow, Financial Reporting and Operations Director (items 6.1 and 10.1), Jo Smaill, Audit NZ.

Karakia timatanga

T. Keelan delivered the opening karakia.

1. Administration (open)

1.1 Welcome/apologies

There were no noted apologies.

1.2 Register of interests

The Chair requested that any updates to the Register of Interests be sent to the Governance Advisor. The following updates to the Register of Interests were noted:

- the Chair is now pro-bono for Te Kupenga.
- the Chair is now Treasurer as well a member of Wellington Over 60s Cricket.
- T. Gray is now on the board of the Public Service Association.
- J. Brockies is now an independent member of Three Waters Capital Delivery Partnering Board, Tauranga Council.
- J. Brockies is now an independent member of Te Maunga Strategic Capital Investment Board, Tauranga Council.

1.3 Schedule of committee membership and meeting dates for 2024

The Committee noted the schedule of meeting dates.

1.4 Committee workplan 2024

The Chief Executive advised that the May meeting will include a detailed review of financials and that there will be regular enrolment monitoring going forward.

The Committee noted the workplan would be updated with items discussed at this meeting.

ACTION: Provide a report to the May meeting on finance function effectiveness and structure. (Assignee(s): Michelle Teirney; Due Date: 27/05/2024)

ACTION: Provide a report on HR dashboard/recruitment to the May meeting. (Assignee(s): Gus Gilmore; Due Date: 27/05/2024)

ACTION: Hold a discussion on future tax planning once the new legal structure is in place. (Assignee(s): Jeremy Morley, Michelle Teirney; Due Date: 14/06/2024)

1.5 Open minutes of 27 March Finance Risk and Audit Committee

Resolved (J. Morley/ T. Keelan)

That Te Pūkenga Finance Risk and Audit Committee (the Committee) approve the open minutes of the 27 March Finance Risk and Audit Committee.

CARRIED

1.6 Delegations from Council to Finance Risk and Audit Committee

The Committee noted the Delegations register.

2. Any other open business

There was no other business raised.

3. Resolution to exclude the public

Resolved (B. Moran/S. McCormack)

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

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

Item	General subject of each matter to be considered	Section(s)
4. Administration (closed)		
4.1	Closed minutes of 27 March 2024 Finance Risk and Audit Committee	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
4.2	Action list	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5. External audit		
5.1	Audit letter of representation	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.2	External audit	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.3	Going concern assessment	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.4	Interim Audit NZ report to management 31 December 2023	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6. Annual report		
6.1	Te Pūkenga annual report	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
6.2	WITT Reports and Proposal Letters	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
7. BAU update		
8. Implementation/disestablishment governance		
8.1	Disestablishment update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
9. Capital assets		
9.1	Investment Case – Te Kahui Auaha	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
9.2	Tai Poutini – Proposed Lease Renewal	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA

Item	General subject of each matter to be considered	Section(s)
9.3	Property and lease consolidation issues	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
10. Financial position and performance		
10.1	ITO ring-fenced funds	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
11. Any other closed business		
11.1	Confirm schedule of DWG meetings	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
11.2	International Campus in Auckland	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
12. Committee and Audit New Zealand only session		
13. Committee and Chief Executive only session		

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)(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 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 the following persons be permitted to remain at the meeting, after the public has been excluded:

Certain employees from Te Pūkenga, namely James Smith, Clarke Raymond, and Katherine Harbrow 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.

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.

The meeting closed at 11.41am.

DRAFT



Te Pūkenga Finance Risk and Audit Committee Meeting

3. Resolution to exclude the public

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

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

Item	General subject of each matter to be considered	Section(s)
4. Administration (closed)		
4.1	Closed minutes of 26 April 2024 Finance Risk and Audit Committee	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
4.2	Action list	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5. Financial approvals		
5.1	Te Pūkenga International Fees and Study Grants 2025	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.2	Procurement policy	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.3	SODA Letter of Support	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
5.4	Bank account signatories	Section 9(2)(a) OIA

Item	General subject of each matter to be considered	Section(s)
6. Risk management		
6.1	Risk report	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
7. Internal control environments		
7.1	Status of 2024 audit and assurance plan	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
7.2	Status of internal audit and assurance recommendations	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
7.3	Internal audit reports	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
8. External audit		
8.1	Status of external audit recommendations	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
9. Legislative and organisational compliance		
9.1	Contentious legal matters	Section 9(2)(b)(ii) OIA Section 9(2)(h) OIA Section 9(2)(j) OIA
10. Financial position and performance		
10.1	Monthly financial report	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
10.2	Finance function effectiveness and structure (verbal update)	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA

Item	General subject of each matter to be considered	Section(s)
11. Treasury		
11.1	May 2024 Quarterly Treasury report	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
12. Capital asset planning		
12.1	Major property project update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
12.2	High priority building programme update	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
12.3	CAMs self-assessment	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
12.4	EIT Hawke’s Bay Remediation Project	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
12.5	Auckland Central International Campus	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
13.	Committee and Audit New Zealand only session (if required)	Section 9(2)(i) OIA
14. Implementation/disestablishment governance		
14.1	Single Stage Business Case - Finance Systems	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
14.2	Clarifying letter of expectations from the Minister for Tertiary Education and Skills	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
14.3	Transition and Disestablishment Leadership and National Office	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA

Item	General subject of each matter to be considered	Section(s)
14.4	Transition and Disestablishment Leadership and National Office	Section 9(2)(b)(ii) OIA Section 9(2)(i) OIA
14.5	Specialist Advisor report to Minister for Tertiary Education and Skills	Section 9(2)(b)(ii) OIA Section 9(2)(f)(iv) OIA
15.	Any other closed business	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(f)(iv) 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)(f)(iv) OIA	To maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials.
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 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 the following persons be permitted to remain at the meeting, after the public has been excluded:

1. Certain employees from Te Pūkenga, namely Jaala Jacobs, Jodie Banner, James Smith, Katherine Harbrow, and Kara Hiron 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.