

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

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

**Tuesday 2 February 2021 at 9.00am**

### **Minutes**

These are the minutes of a meeting of the Te Pūkenga Council held on Tuesday 2 February 2021 at Waikato Institute of Technology in Hamilton.

### **Present**

**Members present:** Murray Strong (Chair – by videoconference), Kim Ngārimu (Deputy Chair), Kathy Grant, Maryann Geddes, Peter Winder, Sam Huggard, Tania Hodges and John Brockies.

Kim Ngārimu Chaired the meeting.

**In attendance:** Stephen Town (Chief Executive), Merran Davis (DCE Transformation and Transition) Angela Beaton (DCE Delivery and Academic), Warwick Quinn (DCE Employer Journey and Experience), Tania Winslade (DCE Learner Journey and Experience), Ana Morrison (DCE Partnerships and Equity), Gillian Hamilton (Executive Assistant/Council Secretariat), Phillip Jacques (Interim Director Finance), Graham Bethune (Director, Communications and Marketing 9am – 12.30pm), Fiona Kingsford, (Capability Lead – TITO Transition 10.25am – 10.55am), Josephine Fok (Senior Associate Bell Gully 10.55am – 11.20am).

### **Quorum**

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

### **Karakia (Agenda Item 1)**

Member Kathy Grant opened the meeting with the Te Pūkenga karakia.

### **Welcome/Apologies/Notices (Agenda Item 2)**

The meeting Chair welcomed Graham Bethune (Director Communications and Marketing) to his first Council meeting.

The meeting Chair welcomed other attendees of the meeting, including the members of the public in attendance.

### **Minutes of the meeting held on 1 December 2020 (Agenda item 3)**

The Members noted the minutes from the open section of the 1 December 2020 Council meeting.

### **Resolution**

*Moved by Kathy Grant, seconded by Tania Hodges*

The Council resolved that the minutes from the open section of the 1 December 2020 Council meeting are approved as a true and accurate record.

#### **Register of Interests (Agenda Item 4)**

- Members confirmed that all interests were recorded in the Council interests register in the Council meeting papers; and
- Member Tania Hodges removed item 'Board Member, Whānau Ora reference group'.

#### **Te Poari Akoranga Report (Agenda Item 5)**

The Members discussed the Poari Akoranga report and minutes from the meeting held on Wednesday 9 December 2020.

In particular, Members:

- Noted the update from the meeting held via zoom on Wednesday 9 December 2020;
- Noted the Terms of Reference will be submitted to the March Council meeting and Academic Regulations will be submitted to the April Council meeting; and
- Noted as a network it has been decided that for new online offshore delivery, subsidiary ITPs will seek accreditation to deliver already approved programmes from within the network.

#### **CE Verbal Update (Agenda Item 6)**

The Members received a verbal update from the Chief Executive.

In particular, the Chief Executive:

- Noted there has been very little movement with international students.

#### **Update on the co-design process for the Te Pūkenga Operating model (Agenda Item 7)**

The Members considered an update on the Operating Model co-design process.

In particular, Members:

- Noted the approach to co-design that is being used to develop the Te Pūkenga operating model uses a tight co-design team comprising learners, employers, thought leaders and independent members;
- Noted that the candidates for the tight co-design team have been confirmed and that Te Pūkenga is working to achieve at least 50% of Māori members on the team;
- Noted the role of reference groups in the co-design process will be to provide feedback and engage on concepts throughout the process primarily via a digital platform;

- Noted that the first co-design wānanga will commence on 11 February 2021; and
- Requested a paper to come to Council on Tiriti partnerships.

## **Changes to GAAP Policy for 31 December 2020 Financial year (Agenda Item 8)**

The Members considered a request to approve an amended GAAP Policy.

### **Resolution**

*Moved by John Brockies, seconded by Peter Winder*

The Council resolved that the changes to the GAAP policy for the 31 December 2020 financial year are approved.

## **Incoming Correspondence (Agenda Item 9)**

The Members received a letter from the Tertiary Education Union regarding English Language Literacy. The letter was verbally discussed at the December 2020 Te Pūkenga Council meeting.

## **Resolution to Exclude Public in accordance with the Public Excluded Agenda (Agenda Item 10)**

### **Resolution**

*Moved by Kim Ngārimu, seconded by Sam Huggard*

The Council resolved that the public be excluded from the remainder of the meeting 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 follows:

<b>Item</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing resolution in relation to each matter</b>	<b>Grounds under section 48(1) for the passing of the resolution</b>
14.	Minutes from public excluded meeting from 1 December November 2020	Section 9(2)(b)(ii) of the Official Information Act - 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	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).

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
15.	Appointment of co-chair, Te Poari Akoranga	Section 9(2)(a) of the Official Information Act – To protect the privacy of natural persons	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.	Work-based Learning Subsidiary and TITO Transition Plan	Section 9(2)(b)(ii) of the Official Information Act - 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	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).
17.	Group Debt Financing Arrangements	Section 9(2)(b)(ii) of the Official Information Act - 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) 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).
18.	Subsidiary Reserved Matters	Section 9(2)(b)(ii) of the Official Information Act - 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) 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).
19.	Subsidiary Board Membership Verbal update	Section 9(2)(a) of the Official Information Act – To protect the privacy of natural persons	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

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
			specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
20.	Items to be moved to Open Agenda for next Council meeting	Section 9(2)(b)(ii) of the Official Information Act - 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	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).

The Council resolved that Te Pūkenga employees Stephen Town, Merran Davis, Ana Morrison, Tania Winslade, Warwick Quinn, Angela Beaton, Phillip Jacques, Graham Bethune and Gillian Hamilton 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. The Te Pūkenga Council also resolved that Fiona Kingsford be permitted to join for item 14 and Josephine Fok be permitted to join for item 15 because of their specific knowledge in relation to these items.

### Whakatuwhera and close of open part of meeting (Agenda Item 11)

The open part of the Te Pūkenga Council meeting was closed at 9.50am.

The public excluded session commenced at 9.50am with a short break between 10.05am and 10.20am.

### Public Excluded Agenda

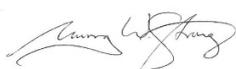
The minutes relating to the Public Excluded Agenda are set out in Schedule 1 to these minutes.

### Whakatuwhera

There being no further business the meeting Chair declared the Te Pūkenga Council meeting closed at 1.00pm.

**Dated: 3 March 2021**

Signed as a correct record




---

**Murray W. Strong**  
Chairman