

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

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

**Tuesday 6 April 2021 at 9.30am**

### **Minutes**

These are the minutes of a meeting of Te Pūkenga Council held on Tuesday 6 April 2021 at the EY office in Wellington.

### **Present**

**Members present:** Murray Strong (Chair), Kim Ngārimu (Deputy Chair), Kathy Grant, Maryann Geddes, Sam Huggard, Tania Hodges, John Brockies and Tagaloatele Peggy Fairbairn-Dunlop.

Murray Strong 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), Ana Morrison (DCE Partnerships and Equity), Vaughan Payne (DCE Operations), Gillian Hamilton (Executive Assistant/Council Secretariat), Phillip Jacques (Interim Director Finance), Graham Bethune (Director, Communications and Marketing), Paki Rawiri (Transformation Leader, Māori), Sinead Hart (Senior Legal Counsel 12.15pm – 12.30pm)

### **Quorum**

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

Selwyn Hayes, Partner EY Tahi welcomed Te Pūkenga to the EY office.

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

Member Maryann Geddes opened the meeting with Te Pūkenga karakia.

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

The Chair welcomed new member Peggy Fairbairn-Dunlop to her first meeting.

Peter Winder was an apology for the meeting.

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

### **Minutes of the meeting held on 2 March 2021 (Agenda item 3)**

The Members noted the minutes from the open section of the 2 March 2021 Council meeting.

### **Resolution**

*Moved by John Brockies, seconded by Kathy Grant*

The Council resolved that the minutes from the open section of the 2 March 2021 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.

Noted Member Sam Huggard's appointment on the Nominations Committee for the Primary Industries Workforce Development Council.

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

The Members discussed the Poari Akoranga report and minutes from the meeting held on Wednesday 10 March 2021.

In particular, Members:

- Noted the update from the meeting held via zoom on Wednesday 10 March 2021;
- Noted excellence and innovation was added to the Terms of Reference;
- Noted a Community of Practice is a way of bringing academic staff together (for a group of connected programmes) and is an important change readiness process for Te Pūkenga;
- Noted the Terms of Reference should reference learners 'and their whānau'; and
- Noted a comprehensive consultation process will be undertaken to confirm the academic regulations.

### **Resolution**

*Moved by Murray Strong, seconded by Tania Hodges*

The Council resolved to approve Te Poari Akoranga Terms of Reference with the addition of 'and their whānau' where learners are referenced.

### **Annual Shareholder Meeting for the ITP Subsidiaries (Agenda Item 6)**

The Members considered a request to pass a resolution to confirm subsidiaries are not required to hold an annual shareholder's meeting for the financial year ending 31 December 2020.

In particular, Members:

- Noted the reporting has been challenging due to not being a full financial year; and
- Noted dialogue will continue with subsidiary stakeholders.

### **Resolution**

*Moved by Murray Strong, seconded by Sam Huggard*

The Council:

- resolved as set out at Appendix A (Shareholder's Resolution) in respect of each ITP subsidiary confirming that the ITP subsidiary is not required to hold an annual shareholder's meeting for the financial year ending 31 December 2020;
- authorised the Chair to sign a Shareholder's Resolution in respect of each ITP subsidiary on behalf of Te Pūkenga; and
- the relevant Shareholder's Resolution be provided to the relevant ITP subsidiary on behalf of Te Pūkenga.

## **CE Verbal Update (Agenda Item 7)**

The Members received a verbal update from the Chief Executive.

In particular, the Chief Executive:

- Noted the aim over the last month has been trying to fill the gap of the thirst for information and our ability to provide this;
- Noted communications has been resourcing up over the month and the DCEs have been busy engaging with the network meeting subsidiary ITPs, Transitional Industry Training Organisations (TITTOs), learners and employers;
- Noted the critical path is near completion and will be submitted to the May 2021 Council meeting; and
- Requested all ELT Council papers show how equity and our Te Tiriti obligations will materialise throughout projects.

## **Items for Information (Agenda Item 8)**

### **Letter and response to National Nurses Leadership Group (NNLg) (Agenda Item 8.1)**

Members noted the letter and response to the National Nurses Leadership Group in relation to the views of the NNLg on the impact of the Reform of Vocational Education on nursing education.

### **Subsidiary Board Appointments (Agenda Item 8.1)**

Members noted the below subsidiary board appointments which were moved to the public agenda:

- Adam La-Hood as Chair of Otago Polytechnic Limited;
- Tracy Johnston as Chair of Nelson Marlborough Institute of Technology Limited;
- Patrick Smith as Deputy Chair of Nelson Marlborough Institute of Technology Limited; and
- Tupara Morrison as Member of Wellington Institute of Technology Limited and Whitireia Community Polytechnic Limited.

## Resolution to Exclude Public in accordance with the Public Excluded Agenda (Agenda Item 9)

### Resolution

*Moved by Murray Strong, seconded by Kathy Grant*

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:

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
11.	Minutes from public excluded meeting from 2 March 2021	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).
12.	Council Committee updates	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).
13.	Draft quarterly report template	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).
14.	Draft Te Pūkenga Annual Report 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	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
		who supplied or who is the subject of the information	specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
15.	Te Pūkenga Work Based Learning Limited	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).
16.	Health and wellbeing education provision	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).
17.	Update on domestic EFTS positions as at 24 March 2021	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.	Te Pūkenga Borrowing Consent	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).

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
19.	Subsidiary Reserved Matters	<p>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</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).
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, Vaughan Payne, Merran Davis, Ana Morrison, Paki Rawiri, 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. Te Pūkenga Council also resolved that Sinead Hart join for item 15 to assist with this matter due to her knowledge in relation to this item.

### **Close of open part of meeting (Agenda Item 10)**

The open part of the Te Pūkenga Council meeting was closed at 10.10am.

The public excluded session commenced at 10.20am with a short break between 11.45am and 12.15pm.

### **Public Excluded Agenda**

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

## **Whakatūwhera**

There being no further business the Chair declared the Council meeting closed at 12.35pm.

**Dated: 4 May 2021**

Signed as a correct record



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**Murray W. Strong**  
**Chairman**