



**Te Pūkenga**

## Te Pūkenga Council Meeting

<b>Date</b>	Tuesday, 5 October 2021	
<b>Time</b>	9.00am – 1.00pm	
<b>Venue</b>	Zoom	
<b>Council Members</b>	Murray Strong (Chairperson)	Kim Ngārimu (Deputy Chairperson)
	Maryann Geddes	Kathy Grant
	Sam Huggard	Tania Hodges
	Peter Winder	Tagaloatele Peggy Fairbairn-Dunlop
	John Brockies	

Open Agenda	
<b>1.</b>	Welcome/Apologies/Notices
1.1.	Council Calendar and Schedule of Committees
<b>2.</b>	Register of Interests
<b>3.</b>	Minutes of the Open meeting held 7 September 2021
3.1.	Matters Arising
3.2.	Action List - Open
<b>4.</b>	CE Verbal Update
<b>5.</b>	<b>Reports from Committees</b>
5.1.	Minutes from open Poari Akoranga meeting from 8 September 2021
5.2.	Health, Safety and Wellness Draft Minutes of meeting held 21 September 2021
<b>6.</b>	<i>Formal Motion for Moving into Committee</i>

Closed Agenda	
<b>7.</b>	Minutes from public excluded meeting from 8 September 2021
7.1.	Matters Arising
7.2.	Action List - Confidential

<b>8.</b>	CE Report (Verbal Update)
<b>9.</b>	<b>Financials</b>
9.1.	Te Pūkenga Parent & Group Financial Results 31 August 2021
9.1.1.	Letter Ministry of Education Consent - EIT Easement
<b>10.</b>	<b>Strategy</b>
10.1.	Amendment to Te Pūkenga Vision and Values
10.2.	Purongo Kaunihera a Te Pūkenga – Brand Transition Strategy
<b>11.</b>	<b>Subsidiaries</b>
11.1.	TANZ e-Campus Update
11.2.	Open Polytechnic Investment Case
<b>12.</b>	<b>Subsidiary Board Appointments</b>
12.1.	WBL Director Appointment (TwoA) and MITO Transfer Agreement
<b>13.</b>	<b>Reports from Committees</b>
13.1.	Minutes from public excluded Poari Akoranga meeting from 8 September 2021
13.2.	CAMIC Draft Minutes of the meeting held 23 September 2021 and Recommendations
13.3.	Appointments and Remuneration Committee
13.3.1.	Minutes from the meeting held 1 October 2021
	Approval: Appointments and Remuneration Committee Terms of Reference Approval: Subsidiary Board Appointment Approval: Advisory Committees – Appointments, Remuneration and Terms of Reference
13.3.2.	Minutes from the meeting held 30 July 2021
<b>14.</b>	Reform of Vocational Education (RoVE) – October 2021 <u>u</u> date
14.1.	Operating Model Update
<b>15.</b>	<b>Inwards Correspondence</b>
15.1.	Letter from Public Services Commission 29 June 2021
	<i>Formal motion for moving out of Committee</i>

# 1. Welcome/Apologies/Notices



## Te Pūkenga Council Meeting 2021/2022 Calendar

Month	Date	Day	Meeting	Activity	Additional Information
<b>2021</b>					
September	7 Sept	Tues	Council	Ordinary Meeting	Zoom
	21 Sept	Tues	Council	Workshop	
October	5 Oct	Tues	Council	Ordinary Meeting	Zoom
	19 Oct	Tues	Council	Workshop	
November	2 Nov	Tues	Council	Ordinary Meeting	Hamilton
	16 Nov	Tues	Council	Workshop	
December	7 Dec	Tues	Council	Ordinary Meeting	Auckland
<b>2022</b>					
February	2 February	Wed	Council	Workshop	
	3 February	Thurs	Council	Ordinary Meeting	
March	14 March	Mon	Council	Workshop	
	15 March	Tues	Council	Ordinary Meeting	
April	26 April	Tues	Council	Workshop	
	27 April	Wed	Council	Ordinary Meeting	
June	7 June	Tues	Council	Workshop	
	8 June	Wed	Council	Ordinary Meeting	
July	18 July	Mon	Council	Workshop	
	19 July	Tues	Council	Ordinary Meeting	
August	29 Aug	Mon	Workshop	Workshop	
	30 Aug	Tues	Council	Ordinary Meeting	
October	10 Oct	Mon	Workshop	Workshop	
	11 Oct	Tues	Council	Ordinary Meeting	
November	21 Nov	Mon	Workshop	Workshop	
	22 Nov	Tues	Council	Ordinary Meeting	



Te Pūkenga

## Schedule of Committees of the Te Pūkenga Council

### Risk and Audit Committee

Name	Role	Meeting Dates
Peter Winder	Chair	22 July 2021
Kathy Grant	Member	19 October 2021
Sam Huggard	Member	24 February 2022
Murray Strong	Member	21 April 2022
		28 April 2022

### Health, Safety and Wellbeing Committee

Name	Role	Meeting Dates
Sam Huggard	Chair	29 July 2021
Kim Ngarimu	Member	22 September 2021
Maryann Geddes	Member	16 November 2021
Murray Strong	Member	

### Capital Asset Management and Infrastructure Committee

Name	Role	Meeting Dates
Kathy Grant	Chair	28 July 2021
Murray Strong	Member (ex-Officio)	23 September 2021
Peter Winder	Member	16 December 2021
Tania Hodges	Member	

### Appointment and Remuneration Committee

Name	Role	Meeting Dates
Maryann Geddes	Chair	30 July 2021
Kim Ngarimu	Member	1 October 2021
Murray Strong	Member	



Te Pūkenga

## Register of Interests as at 5 October 2021

	Member	Chairperson/ Deputy Chairperson / Member
1.	<b>Murray Strong</b>	<b>Chairperson</b>
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u></p> <p><b>Chairperson</b> Centre of Digital Excellence</p> <p><b>Director</b> National Infrastructure Service, Wellington</p> <p><b>Director</b> Tai Poutini Polytechnic Limited (TPP)</p> <p><b>Director</b> The Open Polytechnic of New Zealand Limited</p> <p><b>Independent Chairman</b> - Southern Lakes Events Investment Panel - effective 1 November</p> <p><b>Director</b> Work Based Learning Limited (Te Pūkenga Subsidiary)</p>	
2.	<b>Kim Ngārimu</b>	<b>Deputy Chairperson</b>
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u></p> <p><b>Council member</b> Medical Council of New Zealand</p> <p><b>Member</b> Waitangi Tribunal</p> <p><b>Board member</b> Heritage NZ</p> <p><b>Council member</b> Māori Heritage Council</p> <p><b>Board member</b> Te Māngai Pāhō Māori Broadcasting Funding Agency</p> <p><b>Director and shareholder</b> NTK Limited and Tāua Ltd</p> <p><b>Husband</b> Herewini Te Koha, CE of Te Rūnanganui o Ngāti Porou, signatory to regional submissions on RoVE.</p> <p><b>Chair</b> Tairāwhiti DHB</p> <p><b>Director</b> Northland Polytechnic Limited (NorthTec)</p> <p><b>Director</b> Eastern Institute of Technology Limited (EIT)</p> <p><b>Chair</b> Gisborne DHB Laundry Services – effective December 2020</p>	
3.	<b>Mary-Ann Geddes</b>	<b>Member</b>
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u></p> <p><b>Director</b> ServicelQ</p> <p><b>Director</b> Ara Institute of Canterbury Limited (Ara)</p> <p><b>Director</b> Otago Polytechnic Limited</p> <p><b>Director</b> Southern Institute of Technology Limited (SIT)</p>	

	Member	Chairperson/ Deputy Chairperson / Member
	<b>Director</b> Work Based Learning Limited (Te Pūkenga Subsidiary)	
4.	<b>Kathy Grant</b>	<b>Member</b>
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u></p> <p>Person closely related <b>Board member</b> Leslie Groves Home &amp; Hospital</p> <p>Person closely related <b>Chair</b> Dunedin Diocesan Trust Board</p> <p><b>Director</b> Nelson Marlborough Institute of Technology Limited (NMIT)</p> <p><b>Director</b> Wellington Institute of Technology Limited and Whitireia Community Polytechnic Limited</p> <p><b>Trustee</b> Central Lakes Trust (as from 1 December)</p> <p><b>Director</b> Southern Cross Health CLT Limited</p>	
5.	<b>Tania Hodges</b>	<b>Member</b>
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u></p> <p><b>Managing Director and Shareholder</b> Digital Indigenous Ltd</p> <p><b>Trustee</b> Whanau.com Trust</p> <p><b>Director</b> Waikato Institute of Technology Limited (Wintec)</p> <p><b>Director</b> Toi Ohomai Institute of Technology Limited</p> <p><b>Independent Member</b> Waikato Tainui Koiora Strategy Panel</p>	
6.	<b>Peter Winder</b>	<b>Member</b>
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u></p> <p><b>Director</b> McGredy Winder &amp; Co</p> <p><b>Trustee</b> McGredy Winder Family Trust</p> <p><b>Director</b> Sound of Music Education Ltd</p> <p><b>Director</b> Unitec New Zealand Limited (Unitec)</p> <p><b>Director</b> Manukau Institute of Technology Limited (MIT)</p>	
7.	<b>Sam Huggard</b>	<b>Member</b>
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u></p> <p><b>Trustee</b> 350 Aotearoa Charitable Trust</p> <p><b>Consumer Representative</b> Utilities Disputes Ltd Energy Complaints Scheme Advisory Committee</p> <p><b>Advisory Board Member</b> Centre for Labour, Employment and Work, School of Management, Victoria University of Wellington</p> <p><b>Director</b> Tai Poutini Polytechnic Limited (TPP)</p>	

	Member	Chairperson/ Deputy Chairperson / Member
	<p><b>Director</b> Western Institute of Technology at Taranaki Limited (WITT)</p> <p><b>Employee</b> E tū union</p> <p><b>Member</b> Lottery Grants Board Community and Outdoor Safety Committees</p> <p><b>Member</b> Trade for All Ministerial Advisory Group</p> <p><b>Member</b> Attract and Develop a Skilled Workforce Working Group and Partnership Focus Group - Advanced Manufacturing Industry Transformation Plan</p> <p><b>Member (ex Officio)</b> Universal College of Learning (UCOL) Limited</p>	
8.	<b>John Brockies</b>	<b>Member</b>
	<p><b>Director</b> Branz Inc, Branz Ltd, Branz Pty Ltd</p> <p><b>Director</b> Resolve Group Ltd</p> <p><b>Director</b> Walworth Ltd</p> <p><b>Chair</b> Waiari Project Advisory Board (Tauranga City Council)</p> <p><b>Chair</b> Te Maunga Project Advisory Board (Tauranga City Council)</p> <p><b>Trustee</b> Natomi Family Trust</p> <p><b>Director</b> Northland Polytechnic Limited (NorthTec)</p> <p><b>Director</b> Work Based Learning Limited (Te Pūkenga Subsidiary)</p>	
9.	<b>Tagaloatele Dr Peggy Fairbairn-Dunlop</b>	<b>Member</b>
	<p><b>Commissioner</b> UNESCO National Commission</p> <p><b>Director</b> Vinepa Trust</p>	

### Interests Declaration – All Members

Name	Interest	Nature of Interest	Date Notified
All Members	Deed of Indemnity executed on behalf of the Company (in the form approved by NZIST Council on 1 April 2020) indemnifying each Director in respect of the matters stipulated in the Deed.	Indemnified person, as defined in the Deed	1 April 2020





Tuhinga taupokia  
Cover Note

5 October 2021

<b>Title:</b>	Minutes of the Open Meeting held 7 September 2021
<b>Provided by:</b>	Lynnette Brown – Council Secretariat
<b>For:</b>	<b>Approval</b>

Te Taunaki | Recommendation(s)

It is recommended that the Council:

1. Approve the minutes of Te Pūkenga Council open meeting held on 7 September 2021 as a true and correct record.



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

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

Tuesday 7 September 2021 at 9.00 am

### Minutes

These are the minutes of a meeting of Te Pūkenga Council held on Tuesday 7 September 2021 via Zoom.

<b>Council Members</b>	Murray Strong (Chairperson) Sam Huggard Peter Winder John Brockies	Kim Ngārimu (Deputy Chairperson) Kathy Grant Tania Hodges Tagaloatele Peggy Fairbairn-Dunlop
<b>Apologies</b>	Maryann Geddes	
<b>Attendees / Visitors</b>	Tim Fowler, CEO, TEC (Item 13 only)	Gillian Dudgeon, TEC (Item 13 only)
<b>In Attendance Te Pūkenga</b>	Stephen Town - Chief Executive Warwick Quinn - DCE Employer Journey and Experience Angela Beaton - DCE Delivery and Academic Heather Geddes – Director Transformation and Transition Phillip Jacques - Interim Director Finance Lynnette Brown - Council Secretariat	Vaughan Payne – DCE Operations Ana Morrison - DCE Partnerships and Equity Tania Winslade - DCE Learner Journey and Experience Keri-Anne Tane – Director – People Culture Operations Paki Rawiri - Transformation Lead - Maaori Sinead Hart – Director – Legal and Risk (Items 12.5.1 – 13) Marina Matthews – Chief Advisor to Chief Executive Gillian Hamilton - Executive Assistant

### 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 Kathy Grant.

## Open Agenda

### 1. **Welcome/Apologies/Notices**

The Chair welcomed everyone to the meeting and noted the Covid-19 lockdown circumstances that has led to the meeting moving to online. Apologies were noted from Maryann Geddes; as well as Peter Winder and Sam Huggard for a brief absence mid-meeting.

#### 1.1. **Council Calendar and Schedule of Committees**

The Council noted the calendar and schedule of committees.

### 2. **Register of Interests**

No conflicts with matters on the agenda were declared.

### 3. **Minutes of the Open meeting held 3 August 2021**

#### **Resolved:**

The Council approved the minutes of the open meeting of Te Pūkenga Council held on 3 August 2021 as a true and correct record of the meeting.

**Moved:** K Grant

**Seconded:** S Huggard

**CARRIED**

#### 3.1. **Matters Arising**

There were no matters arising.

#### 3.2. **Action List – Open**

The Council noted the action list.

### 4. **CE Verbal Update**

The Council received the Chief Executive's verbal update which focussed on:

- TITOs:
  - Careerforce announcement to join Te Pūkenga
  - Connexis Powhiri held online due to Covid-19
  - BCITO transfer 4 October
- Messaging to subsidiaries in relation to taking a cautionary approach to re-opening campuses ensuring health and safety readiness and encouraging but not mandating vaccinations

The Chief Executive noted Council's comment in relation to the negative impact of the continued Level-4 lockdown in Auckland evidenced by an increasing number of withdrawals and struggle to support learners who are experiencing hardship and difficulties accessing to technology.

## **5. Reports from Committees**

### **5.1. Te Poari Akoranga Report and Minutes from open Poari Akoranga meeting from 11 August 2021**

Council received the report and Management provided a verbal update.

Members of the Executive Leadership Team and Council met with the NZQA Board to discuss quality assurance in terms of legislative requirements, and how Te Pūkenga can support the ongoing quality, consistency, excellence, and innovation in academic teaching and learning across the sector.

In terms of workforce shortages in the health sector, particularly nursing and midwifery, Management advised that work continues in this area with nursing and midwifery identified as programmes for unification. Management to provide an update at the next Council meeting.

#### **Resolved:**

The Council received the academic report from Te Poari Akoranga meeting held online via Teams 11 August 2021 and noted the minutes.

**Moved:** M Strong

**Seconded:** S Huggard

**CARRIED**

Action 1: Management to provide a paper to update Council in respect of the health sector programmes and pipeline.

Action 2: Notes from the meeting with the NZQA Board meeting to be shared with Council.

### **5.2. Health, Safety and Wellness Draft Minutes of meeting held 29 July 2021**

The Council noted the Draft Minutes of the Health Safety and Wellbeing Committee Meeting held 29 July.

### **5.3. Komiti Māori Terms of Reference**

The Council noted the Komiti Māori Terms of Reference which has been finalised in line with the delegated authority to the Chair and Deputy Chair provided at the August meeting.

## **6. 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 noted in the agenda papers.

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
7.	Minutes from public excluded meeting from 3 August 2021	<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)(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>	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).
7.1.	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)(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>	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).
7.2.	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 LGOIMA, as a body to which LGOIMA applies).

8.	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	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).
9.	Te Pūkenga Parent & Group Financial Results 31 July 2021	<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)(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)(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>	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).
9.1.1.	Management Letter of Representation to Audit NZ	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).
9.1.2.	Council Letter of Representation to Audit NZ	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).
9.2.	Update to Subsidiaries Holdings Review	Section 9(2)(i) of the Official Information Act – enable the organisation holding the	That the public conduct of this item would be likely to result in the disclosure of information for

		<p>information to carry out, without prejudice or disadvantage, commercial activities</p> <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)(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>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>
9.3.	Investment Governance Framework	<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>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>
<b>10.</b>	<b>Subsidiaries</b>		
10.1.	Unitec Land Sale	<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)(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>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>

		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	
10.2.	Te Tiriti Based Co-Leadership at Unitec and MIT	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).
10.3.	Council Resolutions re Capital Asset Management Requests (Out-of-Session)	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).
<b>11.</b>	<b>Subsidiary Board Appointments</b>		
11.1.	Te Pūkenga Work Based Learning Limited – BCITO	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)(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	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).



		organisation in the course of their duty	
<b>12.</b>	Reports from Committees		
12.1.	Te Poari Akoranga Membership (Approval)	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).
12.2.	Minutes from public excluded Poari Akoranga meeting from 11 August 2021	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).
12.3.	CAMIC Minutes and Recommendations	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)(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).
12.4.	Komiti Māori Membership	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	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

		<p>organisation in the course of their duty</p> <p>9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons</p>	LGOIMA, as a body to which LGOIMA applies).
12.5.	RoVE Programme Board Monthly Report	<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)(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>	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).
12.5.1.	TITO Commercial Transactions	<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)(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>	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).
12.6.	Operating Model 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	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).

		9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons	
13.	TEC Briefing on Unified Funding System	<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>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).

The Chair moved that certain employees from Te Pūkenga, namely Stephen Town, Vaughan Payne, Marina Matthews, Gillian Hamilton, 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 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.

And Warwick Quinn, Angela Beaton, Heather Geddes, Phillip Jacques, Ana Morrison, Keri-Ann Tane, Tania Winslade, Paki Rawiri, and Sinead Hart will join the meeting during the public excluded session as required to speak to specific items. As well, Tim Fowler and Gillian Dudgeon, TEC, will join for Item 13.

**Moved:** M Strong  
**Seconded:** K Ngārimu  
**CARRIED**

## 3.1. Matters Arising

# Te Pūkenga Council Meeting

Open Action Items as at 5 October 2021

Meeting Date	Agenda Item	Action #	Action	Responsible	Status	Due Date
<b>September Meeting</b>						
7 September 2021	5.1	Action # 1	<b>Te Poari Akoranga Report</b> Management to provide a paper to update Council in respect of the health sector programmes and pipeline.	A Beaton	Open	November
7 September 2021	5.1	Action #2	<b>Te Poari Akoranga Report</b> Notes from the meeting with the NZQA Board meeting to be shared with Council.	A Beaton	Closed	
<b>August Meeting</b>						
3 August 2021	8.2	Action #1	<b>Te Rito Disabled Learners Report</b> CAMIC to consider the investment framework and investment process template as a consequence of the recommendations from the personas report, in particular in the context of disabled learners.	K Grant / P Jacques	Closed	23/09/21

## 4. CE Verbal Update

# Pūrongo Kaunihera a Te Pūkenga

## Council Report

5 October 2021

<b>Title</b>	<b>Te Poari Akoranga Report</b>
<b>Provided by</b>	Angela Beaton, DCE Delivery and Academic
<b>For</b>	Information

### Te Taunaki | Recommendation(s)

It is recommended that the Council:

a.	<b>receive</b> the academic report from Te Poari Akoranga meeting held online via Teams 8 September 2021 (minutes attached)
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### Te Tāhuhu Kōrero | Background

#### Key points from Te Poari Akoranga meeting held on 8 September 2021

- New Zealand Qualifications Authority (NZQA) offer to each Te Pūkenga subsidiary of a further exemption to full compliance with Rule 17 until 31 December 2022 (or until superseded by a change to this Rule) from the requirements to retain all student assessment materials.
- Te Poari Akoranga received the approved terms of references for Ngā ohu whakahaere (Quality, Approvals and Rangahau Māori, Research and Postgraduate).
- Overview of Te Pae Tawhiti summary video and report on the Insights into Te Tiriti o Waitangi and Māori Equity practices throughout our network.
- Update and presentation on Whakaumu i te ako the draft Operating Model design.
- Demonstration and presentation on the Qualification and Programme Power Business Intelligence (BI) tool.
- Sub-working group working through draft change schedule, transition plan, timelines, and membership role profiles, to be tabled at a subsequent meeting.
- Te Poari Akoranga is ready to operationalise and stand-up three Ngā ohu whakahaere: Approvals, Quality and Rangahau Māori, Research and Postgraduate.

# Te Poari Akoranga MINUTES – Open

8 September 2021 from 10.00am – 11.05am, online via Microsoft Teams

## WELCOME AND ATTENDANCE

*Karakia tīmatanga*

The meeting Chair welcomed everyone to the meeting, including members of the public in attendance.

*Whanaungatanga*

Angela Beaton informed Te Poari Akoranga of Council approval of three new membership appointments to Te Poari Akoranga at their meeting held on 7 September 2021, welcoming Te Urikore Biddle, Liz McKenzie and Doug Pouwhare to their first meeting of Te Poari Akoranga.

## Present

### Te Poari Akoranga Members

Dr Angela Beaton (Co-Chair)  
Jeanette Grace (Co-Chair)  
Te Urikore Biddle  
Glynnis Brook  
Neil Carroll  
Greg Durkin  
Lorna Gillespie

Keiran Hewitson  
Liz McKenzie  
Doug Pouwhare  
Sue Smart  
Natalie Waran  
Dahrien Watene  
Deborah Young

Jeanette Grace Chaired the meeting.

## In Attendance

Jeanette Fifield (Academic Governance Coordinator, Te Pūkenga).

Phil Alexander-Crawford (Te Pae Tawhiti Internal Integration & QA Lead, Te Pūkenga) from 10.35am to 11.05am.

## Member(s) of Public

Chris Williams (Wintec) from 10.00am to 10.10am.

## Apologies

Jordon Gush.

## 1. Open Minutes of the Previous Meeting

### Scheduled Meeting

Scheduled Meeting – 11 August 2021.

### Resolution

*Moved by Deborah Young, seconded by Lorna Gillespie.*

Te Poari Akoranga resolved that the minutes of Te Poari Akoranga meeting held on 11 August 2021 were approved as a true and accurate record.





## 2. August Academic Report to Te Pūkenga September Council Meeting

- Council received the August Te Poari Akoranga report. The key updates for Council from the August Te Poari Akoranga meeting were noted.

The members received a verbal overview of the key updates.

Discussion included:

- Possible updates to Te Pūkenga and NZQA roles and responsibilities in the future.
- Update of Te Hono o Te Kahurangi quality assurance and mātauranga Māori.

## 3. Te Pūkenga subsidiaries: exemption from the requirement to retain all student assessment materials

New Zealand Qualifications Authority (NZQA) offer to Te Pūkenga subsidiaries, exempting them from full compliance with a rule which requires them to retain all student assessment materials.

- Aside from Te Pūkenga Work Based Learning, each Te Pūkenga subsidiary is currently exempt from full compliance with Rule 17 of the Quality Assurance (including External Evaluation and Review (EER) Rules 2021.
- NZQA are offering each subsidiary a further exemption to full compliance with Rule 17 until 31 December 2022 (or until superseded by this Rule).
- An offer to Chief Executives of each subsidiary (including Te Pūkenga Work Based Learning) with a formal exemption notice, offering them the opportunity to accept the exemption condition has been made.
- Further work to clarify Rule 17 and engage with the sector has been deferred momentarily.

Discussion included:

- Further clarity on collection and storage of assessments

## 4. Terms of Reference: Ngā Ohu Whakahaere (Quality, Approvals, Rangahau Māori, Research and Postgraduate)

The members received and discussed the approved terms of reference for ngā ohu whakahaere, Quality, Approvals and Rangahau, Māori Research and Postgraduate.

Discussion included:

- The inclusion of a performance monitoring statement in the Role section of all ngā ohu whakahaere, for consistency and clarity and to make explicit that continuous improvement is key.
- Readiness to move forward and operationalise the 'standing up' of ngā ohu whakahaere under discussion.
- The reporting process for ngā ohu whakahaere to Te Poari Akoranga.
- Development of a reporting template, for consistency and for use by ngā ohu whakahaere.



Actions:

1. *The sub-working group to update the Role section of the approved ngā ohu whakahaere terms of reference, to include a performance monitoring statement.*
2. *Te Poari Akoranga will undertake a review of the processes of ngā ohu whakahaere twelve (12) months after they have been operationalised.*

## **5. Te Pae Tawhiti – Insights into Te Tiriti o Waitangi and Māori Equity practices throughout our network**

The members received a verbal update which focused on the summary video, in particular the six challenges identified, and our capability, strengths and areas for improvement in our network in giving effect to Te Tiriti o Waitangi and practice with potential that we can share across the network. The full Te Pae Tawhiti Insights Report is available and has been publicly released.

For clarification, the findings in the report are insights gathered from a network view received from subsidiaries and does not include insights from Transitional industry training organisations (TITOs).

Discussion included:

- Te Poari Akoranga's responsibility to contribute to and enhance Māori needs and views of programme design and delivery in the network.
- Opportunity for Te Poari Akoranga to ensure our services and organisation works well and responds with excellence to the needs and aspirations of Māori learners, their whanau, iwi and communities, as outlined in the Report.
- Recognise the shift needed to enable transformation across the network in this space.
- Initiate early conversations and engagement with TITOs.
- Positive reflections received from the Building and Construction industry training organization (BCITO).
- How will progress be monitored and who will be responsible for this?

The members received an update outlining the role of the Partnership and Equity committee in relation to Te Pae Tawhiti. Discussion included:

- What is the relationship between Te Poari Akoranga and Te Pae Tawhiti committee?
- How the insights in Te Pae Tawhiti have helped inform respective workstreams, the organisation design and Operating Model for Te Pūkenga.
- Changes within the Partnerships and Equity team, including the resignation of Phil Alexander-Crawford who has accepted a Chief Executive role at one of the Workforce Development Councils.

### **Closed session**

*Moved by Greg Durkin, seconded by Angela Beaton.*

Te Poari Akoranga resolved to move to the closed agenda.

*IT WAS RESOLVED THAT TO THE EXTENT THAT THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 (LGOIMA) MAY APPLY, THE PUBLIC BE EXCLUDED FROM THE CLOSED SESSION OF THE MEETING IN ACCORDANCE WITH SECTION 48(1) OF LGOIMA AND THE PARTICULAR INTERESTS PROTECTED BY SECTION 9 OF THE OFFICIAL INFORMATION ACT 1982 (SPECIFICALLY, TO PROTECT THE PRIVACY OF NATURAL PERSONS AND TO PROTECT INFORMATION WHERE THE MAKING AVAILABLE OF SUCH INFORMATION WOULD BE LIKELY UNREASONABLY TO PREJUDICE THE COMMERCIAL POSITION OF TE PŪKENGĀ, WHICH WOULD BE PREJUDICED BY THE HOLDING OF THE RELEVANT PARTS OF THE PROCEEDINGS OF THE MEETING IN PUBLIC.*





Tuhinga taupokia  
Cover Note

5 October 2021

<b>Title:</b>	Draft Minutes and Recommendations of the Health, Safety and Wellbeing Committee meeting held 21 September 2021
<b>Provided by:</b>	Lynnette Brown – Council Secretariat
<b>For:</b>	<b>Approval</b>

Te Taunaki | Recommendation(s)

It is recommended that the Council:

- a. Notes the draft minutes of Te Pūkenga Health, Safety and Wellbeing Committee meeting held on 21 September 2021; and
- b. Notes that the Committee approved
  - The Wellbeing and Safety Policy, and
  - The Health, Safety and Wellbeing Committee Terms of Reference

with changes pending based on feedback and these will be provided at the next meeting of Council.

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

### Minutes of a meeting of the Health, Safety and Wellbeing Committee Tuesday, 21 September 2021 at 12.00 pm

#### Minutes

These are the minutes of a meeting of Te Pūkenga Health Safety and Wellbeing Committee that took place on Tuesday, 21 September 2021 at 12.00 pm via zoom.

#### Present

##### Committee Members

Sam Huggard (Chair)  
Murray Strong

Mary-Ann Geddes  
Kim Ngārimu

##### Apologies

Nil

##### In Attendance

Stephen Town, Chief Executive  
Vaughan Payne, DCE –  
Operations  
Lynnette Brown – Council  
Secretariat

Keri-Anne Tane, Director – People and  
Culture  
Sinead Hart, Director – Legal and Risk

#### Karakia

The meeting was opened with a karakia by the Chair.

#### 1. Welcome/Apologies

The Chair welcomed everyone to the meeting and noted that there were no apologies.

#### 2. Register of Interests

The Committee noted the interests register and no changes were declared.

#### 3. Schedule of Committee Membership and Meeting Dates for 2021

Noted

#### 4. Minutes of the Meeting held 29 July 2021

##### **Resolved:**

The Health, Safety and Wellbeing Committee (the Committee) approved the minutes of the Committee meeting held 29 July 2021 as a true and correct record of the meeting.

**Moved:** S Huggard

**Seconded:** MA Geddes

**MOTION CARRIED**

##### 4.1. **Matters Arising**

There were no matters arising from the minutes.

##### 4.2. **Action List**

The Committee noted the action list.

#### 5. Review of Health and Safety Policy

The Committee discussed and provided feedback on the policy which included inconsistencies in language and the request to provide a footnote and/or glossary to explain and expand on various terms, e.g. kaimahi and who is captured under each of these, in order to ensure that the policy is well understood by a wide range of audiences.

Also, the Committee confirmed their approval of the change in title from 'health' to 'wellbeing' and recommended that an explanation of this term be included in the glossary.

##### **Resolved:**

The Health, Safety and Wellbeing (HSW) Committee (the Committee):

1. Noted the amendments to the Health and Safety Policy 2020, further to the meeting of the 29th July; and
2. Endorsed the Wellbeing and Safety Policy 2021 for Council approval; and
3. Noted that the terminology needs to be clear and included in the glossary.

**Moved:** S Huggard

**Seconded:** M Strong

**MOTION CARRIED**

#### 6. Review of Health and Safety Committee Terms of Reference

The Committee received and discussed the amended terms of reference. It was agreed that the karakia is to be Te Pūkenga karakia. Further discussion was held in relation to the wording 'best practice' and 'good practice' and it was agreed that 'best practice' would be the most appropriate and well understood term.

##### **Resolved:**

The Health, Safety and Wellbeing (HSW) Committee (the Committee) endorsed the Committee Terms of Reference for Council approval noting the amendment replacing the term 'good practice' to 'best practice'.

**Moved:** S Huggard

**Seconded:** M Strong

**MOTION CARRIED**

## **7. Quarterly Health and Safety Report**

The Committee noted the quarterly Health and Safety report provided for discussion.

The new appointee, Garth Gulley, Health and Safety Lead, will be supporting the subsidiaries, strengthening trust, and developing the reporting structure across the network to meet the needs and obligations of Te Pūkenga as the parent.

In response to the question around the level of health and safety practice across the subsidiaries, the Health and Safety Lead will be engaging with each of the subsidiaries to identify the critical risks, controls needed to mitigate those risks, and additional support the subsidiaries might need in this area. This assessment will be undertaken and completed by year end. A status report will be provided to the next meeting of the Committee.

New software is being implemented to support the Risk Framework and within that it is intended to include the health and safety function.

## **8. PCBU Overlapping Health and Safety Duties Update**

The Committee received the update and discussed the PCBU duties as it applies to Te Pūkenga.

The Committee felt that the presentation Management provided to the CE/Chairs meeting might be useful to re-share to ensure that this is being kept at the forefront of health and safety obligations across the network.

It was noted that learnings from the Whakaari/White Island eruption could provide Te Pūkenga with some useful insights as there was multiple parties and organisations involved in the incident.

The Health and Safety Lead will be a standing member of the Capital Assets Management and Infrastructure Committee to provide support and advice related to campuses and buildings.

The chair spoke to the requirements set out in section 33 and 34 of the Act around PCBU's with overlapping duties being required to consult, co-operate with, and co-ordinate activities, and noted that this envisioned a more active degree of working together than reporting alone, and suggested that an approach of having an "agreement or arrangement" as also set out in the Act may usefully be developed in an existing document such as the risk framework or revised OFP, to ensure everyone is clear.

## **9. Risk Framework (Verbal Update)**

Management provided an update on progress of the Risk Framework and the Health and Safety function within that. A report will be provided to the next Risk and Audit Committee meeting and then to Council.

## **10. Any other business**

The Committee received an update on the Health and Safety events affecting subsidiaries.

Management acknowledged the level of support and best practice employed by Wintec in relation to the event affecting one of their learners. There was prompt and regular communication from Wintec through to Te Pūkenga.

There was further discussion around the need to improve communications where other gaps have been identified around recent health and safety events and the mechanisms to trigger and processes to follow to ensure that the appropriate Te Pūkenga people are informed.

Management has escalated the communication concerns through a briefing process currently underway.

In relation to overlapping duties, the Committee commented on the need to consider this in relation to shared carparks and off-campus delivery and that this be picked up by the Health and Safety Lead in due course.

**11. Whakatuwhera and Close of meeting**

There being no further business the Chair declared the Committee meeting closed at 12.55 pm following a Karakia Whakatuwhera.

DRAFT



**Te Pūkenga**

## **Te Pūkenga Council Meeting**

### **PUBLIC EXCLUDED AGENDA**

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**) 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>
7.	Minutes from public excluded meeting from 8 September 2021	<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)(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>	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).
7.1.	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)(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>	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
7.2.	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 LGOIMA, as a body to which LGOIMA applies).
8.	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	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).
9.	Te Pūkenga Parent & Group Financial Results 31 August 2021	<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)(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>	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).
9.1.	Letter Ministry of Education - Consent	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.	Strategy		
10.1.	Amendment to Te Pūkenga Vision and Values	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	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
		organisation in the course of their duty	specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
10.2.	Purongo Kaunihera a Te Pūkenga – Brand Transition Strategy	<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)(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>	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.	Subsidiaries		
11.1.	TANZ e-Campus Update	<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)(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)(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>	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).
11.2.	Open Polytechnic Investment	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

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
		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	LGOIMA, as a body to which LGOIMA applies).
12.	Subsidiary Board Appointments		
12.1.	Te Pūkenga Work Based Learning Limited – Appointment (TwoA) and MITO Transfer Agreement	<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)(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>	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.	Reports from Committees		
13.1.	Minutes from public excluded Poari Akoranga meeting from 8 September 2021	<p>9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons</p> <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>	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).
13.2.	CAMIC Minutes and Recommendations	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).

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
		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	
13.3.	Appointments and Remuneration Committee	<p>9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons</p> <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>	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).
13.3.1.	<p>Minutes from the meeting held 1 October 2021</p> <p>Approval: Appointments and Remuneration Committee Terms of Reference</p> <p>Approval: Subsidiary Board Appointment</p> <p>Approval: Advisory Committees – Appointments, Remuneration and Terms of Reference</p>	<p>9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons</p> <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>	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).
13.3.2.	Minutes from the meeting held 30 July 2021	<p>9(2)(a) To protect the privacy of natural persons, including that of deceased natural persons</p> <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>	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
14.	Reform of Vocational Education (RoVE) – October 2021 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	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).
14.1.	Operating Model 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	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.	Inwards Correspondence		
15.1.	Letter from Public Services Commission 29 June 2021	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).

The Chair will also move that certain employees from Te Pūkenga 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.