



Te Pūkenga

Te Pūkenga Council Meeting

Date	Thursday, 3 February 2022	
Time	9.00am – 3.00pm	
Venue	Zoom	
Council Members	Murray Strong (Chairperson)	Kim Ngārimu (Deputy Chairperson)
	Maryann Geddes	Kathy Grant
	Sam Huggard	Tania Hodges
	Peter Winder	Tagaloatele Peggy Fairbairn-Dunlop
	John Brockies	Heath Sawyer
	Teorongonui Keelan	Jordan Gush

Open Agenda	
1.	Welcome/Apologies/Notices
1.1.	Council Calendar and Schedule of Committees
2.	Register of Interests
3.	Minutes of the Open meeting held 7 December 2021
3.1.	Matters Arising
3.2.	Action List - Open
4.	Chief Executive's Report (Verbal)
5.	<i>Formal Motion for Moving into Committee</i>

Closed Agenda	
6.	Administration
6.1.	Minutes from public excluded meeting held 7 December 2021 and Council Resolution 21 January 2022; and Council e-meeting Minutes of 17 December 2021
6.1.1.	Matters Arising
6.1.2.	Action List - Confidential
6.2.	Draft Council Work Plan 2022
7.	Chief Executive's Report (Verbal)
8.	Engagement and Partnering
8.1.	Andy Jackson, Deputy Chief Executive Policy, Ministry of Education – Unified Funding System
9.	Strategy
9.1.	Integrated Work Plan
9.2.	Reform of Vocational Education (RoVE) - January 2022 Update
9.3.	Operating Model
10.	Risk Management
10.1.	Vaccination Update
10.2.	Te Pūkenga Covid-19 Policy
11.	Financial Reports
11.1.	Te Pūkenga Parent & Group Financial Results 30 November 2021
11.2.	Review of Borrowing Limits
11.3.	TEC Interim Thresholds for Capital Projects of Te Pūkenga
11.4.	Group Debt Financing Arrangements
11.5.	TEC Q4 Report for the period ended December 2021
12.	Subsidiaries
12.1.	WBL Director Appointment – ServicelQ
12.2.	Letter of Expectations (Supplementary)
13.	Reports from Committees
13.1.	Capital Asset Management and Infrastructure Committee Meeting – Draft Minutes of Meeting held 16 and 17 December 2021

Agenda

14.	Any Other Business
	<i>Formal motion for moving out of Committee</i>

1. Welcome/Apologies/Notices



Te Pūkenga Council Meeting 2022 Calendar

Month	Date	Day	Meeting	Activity	Venue
2022					
February	2 February	Wed	Council	Workshop	Zoom
	3 February	Thurs	Council	Ordinary Meeting	Zoom
March	14 March	Mon	Council	Workshop	Hamilton
	15 March	Tues	Council	Ordinary Meeting	Hamilton
April	26 April	Tues	Council	Workshop	Hamilton
	27 April	Wed	Council	Ordinary Meeting	Hamilton
	28 April	Thurs	Council&RAC	Extraordinary Meeting for Annual Report	Zoom
June	7 June	Tues	Council	Workshop	Christchurch
	8 June	Wed	Council	Ordinary Meeting	Christchurch
July	18 July	Mon	Council	Workshop	Hamilton
	19 July	Tues	Council	Ordinary Meeting	Hamilton
August	29 Aug	Mon	Workshop	Workshop	Christchurch
	30 Aug	Tues	Council	Ordinary Meeting	Christchurch
October	10 Oct	Mon	Workshop	Workshop	Dunedin
	11 Oct	Tues	Council	Ordinary Meeting	Dunedin
November	21 Nov	Mon	Workshop	Workshop	Hamilton
	22 Nov	Tues	Council	Ordinary Meeting	Hamilton

2022 Schedule of Committees of the Te Pūkenga Council

Risk and Audit Committee

Name	Role	Meeting Dates
Peter Winder	Chair	24 February 2022
Kathy Grant	Member	21 April 2022
Sam Huggard	Member	28 April 2022
Murray Strong	Member	05 July 2022
		20 October 2022
		8 November 2022

Health, Safety and Wellbeing Committee

Name	Role	Meeting Dates
Sam Huggard	Chair	10 February 2022
Kim Ngarimu	Member	10 May 2022
Maryann Geddes	Member	22 July 2022
Murray Strong	Member	18 October 2022

Capital Asset Management and Infrastructure Committee

Name	Role	Meeting Dates
Kathy Grant	Chair	23 February 2022
Murray Strong	Member (ex-Officio)	13 April 2022
Peter Winder	Member	12 July 2022
Tania Hodges	Member	13 September 2022
		1 November 2022
		6 December 2022

Appointment and Remuneration Committee

Name	Role	Meeting Dates
Maryann Geddes	Chair	4 March 2022
Kim Ngarimu	Member	1 April 2022 (tbc)
Murray Strong	Member	4 July 2022
		13 September 2022
		8 November 2022

Interim Kaimahi Advisory Committee (IKAC)

Name	Role	Meeting Dates
Heath Sawyer	Co-Chair	10 February 2022
Nippy Paea	Co-Chair	22 March 2022
Andrea Armstrong	Member	4 May 2022
Ang Cooper	Member	15 June 2022
Barry Paterson	Member	28 July 2022
Bill Rogers	Member	5 September 2022

1.1. Council Calendar and Schedule of Committees

Craig Ludlow	Member	18 October 2022
Henry Ma'alo	Member	30 November 2022
Ian MacDonald	Member	TBC December 2022
Jessica Costall	Member	
Jody Takimoana	Member	
Linda Aumua	Member	
Mary-Liz Broadley	Member	
Melissa Connolly	Member	
Ramari Raureti	Member	
Rhys Thurston	Member	
Scott Casley	Member	
Warwick Shillito	Member	

Interim Learner Advisory Committee (ILAC)

Name	Role	Meeting Dates
Jordan Gush	Co-Chair	1 February 2022
Dahrian Watene	Co-Chair	12 April 2022
Henry Geary	Member	2 June 2022
Lupe Kautoke	Member	16 August 2022
Nina Lee Griffith	Member	4 October 2022
Hamish Duncan	Member	TBC December 2022
Ezra Tamati	Member	
Skyla Flower	Member	

Interim Māori Advisory Committee (Komiti Māori)

Name	Role	Meeting Dates DRAFT
Josie Keelan	Co-Chair	20 January 2022
Bentham Ohia	Co-Chair	24 February 2022
Te Pūoho Katene	Member	17 March 2022
Ramari Raureti	Member	21 April 2022
Glenda Taituha	Member	19 May 2022
Jasmine Te Hira	Member	16 June 2022
Dahrian Watene	Member	21 July 2022
		18 August 2022
		15 September 2022
		20 October 2022
		17 November 2022
		TBC December 2022



Te Pūkenga Council

Register of Interests as at 3 February 2022

Name	Interest	Nature of Interest
Murray Strong Chairperson	Centre of Digital Excellence	Chairperson
	Tai Poutini Polytechnic Limited (TPP)	Director
	The Open Polytechnic of New Zealand Limited	Director
	Southern Lakes Events Investment Panel	Independent Chairman
	Work Based Learning Limited (Te Pūkenga Subsidiary)	Director
	Digital Transformation Programme Board, New Dunedin Hospital, Southern District Health Board - effective 20 January 2022	Independent Chairman
Kim Ngārimu Deputy Chairperson	Medical Council of New Zealand	Council member
	Waitangi Tribunal	Member
	Heritage NZ	Board member
	Māori Heritage Council	Council member
	Te Māngai Pāhō Māori Broadcasting Funding Agency	Board member
	NTK Limited and Tāua Ltd	Director and shareholder
	Herewini Te Koha, CE of Te Rūnanganui o Ngāti Porou, signatory to regional submissions on RoVE	Husband
	Tairāwhiti DHB	Chair
	Northland Polytechnic Limited (NorthTec)	Director
	Eastern Institute of Technology Limited (EIT)	Director
	Gisborne DHB Laundry Services	Chair
Mary-Ann Geddes Member	ServicelQ	Director
	Ara Institute of Canterbury Limited (Ara)	Director
	Otago Polytechnic Limited	Director
	Southern Institute of Technology Limited (SIT)	Director
	Work Based Learning Limited (Te Pūkenga Subsidiary)	Director
Kathy Grant Member	Leslie Groves Home & Hospital	Person closely related Board member
	Dunedin Diocesan Trust Board	Person closely related Chair
	Nelson Marlborough Institute of Technology Limited (NMIT)	Director
	Wellington Institute of Technology Limited and Whitireia Community Polytechnic Limited	Director
	Central Lakes Trust (as from 1 December)	Trustee
	Southern Cross Health CLT Limited	Director
Peter Winder Member	McGredy Winder & Co	Director
	McGredy Winder Family Trust	Trustee
	Sound of Music Education Ltd	Director
	Unitec New Zealand Limited (Unitec)	Director
	Manukau Institute of Technology Limited (MIT)	Director

2. Register of Interests



Name	Interest	Nature of Interest
Sam Huggard Member	350 Aotearoa Charitable Trust	Trustee
	Centre for Labour, Employment and Work, School of Management, Victoria University of Wellington	Advisory Board Member
	Tai Poutini Polytechnic Limited (TPP)	Director
	Western Institute of Technology at Taranaki Limited (WITT)	Director
	E tū union	Employee
	Lottery Grants Board Community and Outdoor Safety Committees	Member
	Trade for All Ministerial Advisory Group	Member
	Attract and Develop a Skilled Workforce Working Group and Partnership Focus Group - Advanced Manufacturing Industry Transformation Plan	Member
	Universal College of Learning (UCOL) Limited	Member (ex Officio)
Tania Hodges Member	Digital Indigenous Ltd	Managing Director and Shareholder
	Whanau.com Trust	Trustee
	Waikato Institute of Technology Limited (Wintec)	Director
	Toi Ohomai Institute of Technology Limited	Director
	Waikato Tainui Koiora Strategy Panel	Independent Member
John Brockies Member	Branz Inc, Branz Ltd, Branz Pty Ltd	Director
	Resolve Group Ltd	Director
	Walworth Ltd	Director
	Waiari Project Advisory Board (Tauranga City Council)	Chair
	Civic Centre Group (Tauranga City Council)	Independent Chair
	Te Maunga Project Advisory Board (Tauranga City Council)	Chair
	Natomi Family Trust	Trustee
	Northland Polytechnic Limited (NorthTec)	Director
	Work Based Learning Limited (Te Pūkenga Subsidiary)	Director
Tagaloatele Dr Peggy Fairbairn-Dunlop Member	UNESCO National Commission	Commissioner
	Vinepa Trust	Director
Heath Sawyer Member	Nil	
Jordan Gush Member	Nil	
Teorongonui Josie Keelan Member	Unitec Institute of Technology	Student Supervisor (Masters) & Thesis Examiner



Pūrongo Kaunihera a Te Pūkenga

3 February 2022

Title:	Minutes of the Meeting held 7 December 2021
Provided by:	Lynnette Brown – Council Secretariat
For:	Approval

Recommendation

It is recommended that the Council:

1. Approve the minutes of Te Pūkenga Council meeting held on 7 December 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 December 2021

Present

Council Members

Murray Strong (Chairperson)	Kim Ngārimu (Deputy Chairperson)
Maryann Geddes	Kathy Grant
Sam Huggard	Tania Hodges
Peter Winder	Tagaloatele Peggy Fairbairn-Dunlop
John Brockies	Jordan Gush
Heath Sawyer	Dr Teorongonui Josie Keelan

In Attendance

Stephen Town - Chief Executive	Vaughan Payne – DCE Operations
Warwick Quinn - DCE Employer Journey and Experience	Marina Matthews – Chief Advisor to Chief Executive
Angela Beaton - DCE Delivery and Academic	Ana Morrison - DCE Partnerships and Equity
Lynnette Brown - Council Secretariat	Tania Winslade - DCE Learner Journey and Experience
Phillip Jacques - Interim Director Finance (Items 15 – 15.3.3 only)	Gillian Hamilton - Executive Assistant
Rachel Clarke – Project Manager CAMS (Item 15.3.3)	Sinead Hart – Director – Legal and Risk (Items 11.1 – 12.1)
Warwick Pitts – Kaikōkiri - Director Learner Strategy and Experience (Item 11.1 only)	Clarke Raymond – Director Strategy and Information (Item 12.1 only)
Leon Fourie International Working Group, (Toi Ohomai) (Item 12.4 only)	Stephen Henry – Director – Project Management Office (Item 11.1 and 12.1 only)
Peter Richardson International Working Group, (Toi Ohomai) (Item 12.4 only)	Sean Kirk – Chief Financial Officer WBL (Item 15.2 only)
	Grant Klinkum Chief Executive NZQA (Item 15.4)

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 Kim Ngārimu.

Open Agenda	
1.	<p>Welcome/Apologies/Notices</p> <p>The Chair welcomed everyone the meeting and noted there were no apologies.</p>
1.1.	<p>Council Calendar and Schedule of Committees</p> <p>Noted.</p>
2.	<p>Register of Interests</p> <p>The register of interests was noted. MA Geddes declared her interest in agenda item 15.1.1 Service IQ Transfer Agreement as a member of the Board. No conflicts with matters on the agenda were declared and there were no changes to the interest register.</p>
3.	<p>Minutes of the Open meeting held 2 November 2021 and e-meeting of 26 November 2021 Kaimahi Membership</p> <p>Resolved:</p> <p>Council approved the minutes of Te Pūkenga Council open meeting held on 2 November 2021 and e-meeting of 26 November 2021, Kaimahi Membership, as a true and correct record.</p> <p>Moved: M Strong Seconded: P Winder CARRIED</p>
3.1.	<p>Matters Arising</p> <p>There were no matters arising.</p>
3.2.	<p>Action List – Open</p> <p>There were no open items on the action list. Council, however, noted the importance of understanding the definition of the term ‘wellbeing’ when considering cultural safety and wellbeing by the Safety and Wellbeing Committee.</p>
4.	<p>CE Verbal Update</p> <p>The Chief Executive provided a verbal update acknowledging that staff are looking forward to the end of year break and noted that Te Poari</p>

3. Minutes of the Open meeting held 7 December 2021

	Akoranga meeting was not held this month, however an update of activities is on the agenda.
5.	Strategy
5.1.	Te Rito Learner Outcomes Framework The Council received Te Rito Learner Outcomes Framework and provided feedback relating to: <ul style="list-style-type: none">• Ability to fund the initiatives; and• Measures for Māori success Management advised that discussions are ongoing to prioritise activities and identify areas that will deliver the most impact.
6.	Reports from Committees
6.1.	Draft Minutes of the Safety and Wellbeing Committee held 16 November 2021 and Wellbeing and Safety Committee Workplan 2022 The Chair of the Committee noted that the minutes capture the issue of wellbeing as to the definition, monitoring, and the need to understand how this is managed across the subsidiaries. A Health and Safety Report covering the network, as well as Te Pūkenga as the parent, is presented to the Committee quarterly and will provide updates on management systems. The Council discussed the proposal to independently assess health and safety practices across the network and the need for a more detailed scope to identify areas of focus and priority. Resolved: The Council: <ol style="list-style-type: none">a. Noted the draft minutes of Te Pūkenga Safety and Wellbeing Committee held on 16 November 2021; andb. Noted the workplan for Te Pūkenga Council Safety and Wellbeing Committee, andc. Approved the undertaking of an independent assessment of wellbeing and safety at each subsidiary noting that the scope will be refined in line with Council feedback. Moved: M Strong Seconded: J Brockies CARRIED Action 1: Scope to independently assess health and safety practices across the network to be further refined

3. Minutes of the Open meeting held 7 December 2021

7.	<p>Formal Motion for Moving into Committee</p> <p>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 follows.</p>
----	---

Item	General subject of each matter to be considered	Reason for passing resolution in relation to each matter	Grounds under section 48(1) for the passing of the resolution
8.	Administration		
8.1.	Minutes from public excluded meeting from 2 November 2021 and e-meeting of 8 November 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).
8.1.1.	Matters Arising	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(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</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).

3. Minutes of the Open meeting held 7 December 2021

		supplied or who is the subject of the information	
8.2.	Action List	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
8.3.	Draft Council Work Plan 2022	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(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.	Engagement and Partnering		
9.1.	New Zealand Qualifications Authority	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.	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

3. Minutes of the Open meeting held 7 December 2021

			LGOIMA, as a body to which LGOIMA applies).
11.	Strategy		
11.1.	Integrated Work Plan	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
11.2.	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).
11.3.	Operating Model Next Steps	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).
11.4.	Te Piko Organisation Strategy	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).

3. Minutes of the Open meeting held 7 December 2021

11.5.	Digital Strategy	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).
11.6.	International Strategy	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).
11.7.	Brand Transition Strategy	Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
12.	Risk Management		
12.1.	Position Statement on Vaccination	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.	Risk Register	Section 9(2)(g)(i) of the Official Information Act – maintain the	That the public conduct of this item would be

3. Minutes of the Open meeting held 7 December 2021

		<p>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>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>
13.	Policies		
13.1.	Policy Action Plan and Status Report	<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>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>
13.2.	Te Pūkenga Flexible Working Policy and Procedure	<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>
14.	Financials		
14.1.	Te Pūkenga Parent & Group Financial Results 31 October 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</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</p>

3. Minutes of the Open meeting held 7 December 2021

		organisation or employees of any organisation in the course of their duty	body to which LGOIMA applies).
14.2.	Te Pūkenga Work Based Learning Budget 2022	<p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>Section 9(2)(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).
14.3.	Report from Risk and Audit Committee - Recommendations	<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).
14.3.1.	Budget 2022 including SAC L3+ Funding	<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).
14.3.2.	Programme Business Case Update	Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for

3. Minutes of the Open meeting held 7 December 2021

		<p>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>	<p>withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
14.3.3.	High Priority Building Investment Case	<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>	<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>
14.4.	Draft 2022 Statement of Performance Expectations	<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>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>
15.	Subsidiaries		
15.1.	<p>Te Pūkenga Work Based Learning Limited</p> <p>Service IQ Transfer Agreement</p> <p>Competenz Trust</p>	<p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>Section 9(2)(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</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>

3. Minutes of the Open meeting held 7 December 2021

		any organisation in the course of their duty	
16.	Reports from Committees		
16.1.	Delivery and Academic 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).
16.2.	Risk and Audit Committee Draft Minutes of the meeting held 26 November 2021	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).
16.3.	Appointments and Remuneration Committee Minutes of the meeting held 8 November and draft minutes of 26 November 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).
16.3.1.	Chief Executive Key Performance Indicators 2022	9(2)(a) To protect the privacy of natural persons, including that of deceased 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).
17.	Outwards Correspondence		

3. Minutes of the Open meeting held 7 December 2021

17.1.	Letter to Minister Hipkins 9 November 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).
17.2.	Letter to Minister Hipkins 16 November 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).
18.	Any Other Business	<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).

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, Phillip Jacques, Ana Morrison, Tania Winslade, Stephen Henry, Sinead Hart, Clarke Raymond, Warwick Pitts, Rachel Clarke, Sean Kirk, Grant Klinkum, Leon Fourie, and Peter Richardson will join the meeting during the public excluded session as required to speak to specific items.

The open session closed at 9.30 am and the public excluded session opened at 9.30 am and closed at 3.00 pm.

3.1. Matters Arising

Te Pūkenga Council Meeting

Open Action Items as at 3 February 2022

Meeting Date	Agenda Item	Action #	Action	Responsible	Status	Due Date
December Meeting						
02 Nov 2021	6.1	Action #1	Wellbeing and Safety Scope to independently assess health and safety practices across the network to be further refined.	V Payne/K A Tane	Open	February
September Meeting						
02 Nov 2021	6.2.1	Action #1	Wellbeing and Safety Policy Cultural safety and wellbeing to be considered by the Wellbeing and Safety Committee.	S Huggard/K A Tane	Closed	

4. Chief Executive's Report (Verbal)



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:

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
6.	Administration		
6.1.	Minutes from public excluded meeting held 7 December 2021 and Council Resolution 21 January 2022; and Council e-meeting Minutes of 17 December 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).
6.1.1.	Matters Arising	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(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</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).

5. Formal Motion for Moving into Committee

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
		person who supplied or who is the subject of the information	
6.1.2.	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).
6.2.	Draft Council Work Plan 2022	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
7.	Chief Executive's Report (Verbal)	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.	Engagement and Partnering		
8.1.	Ministry of Education	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.	Strategy		

5. Formal Motion for Moving into Committee

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
9.1.	Integrated Work Plan	<p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs through the free and frank expression of opinion by or between members of any organisation or employees of any organisation in the course of their duty</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p>	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
9.2.	Reform of Vocational Education (RoVE) – January 2022 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).
9.3.	Operating Model	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.	Risk Management		
10.1.	Vaccination 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).
10.2.	Te Pūkenga Covid-19 Policy	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

5. Formal Motion for Moving into Committee

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
		<p>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>specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
11.	Financials		
11.1.	Te Pūkenga Parent & Group Financial Results 30 November 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>	<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>
11.2.	Review of Borrowing Limits	<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>	<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>
11.3.	TEC Interim Thresholds for Capital Projects of Te Pūkenga	<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</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>

5. Formal Motion for Moving into Committee

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	
11.4.	Group Debt Financing Arrangements	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).
11.5.	TEC Q4 Report for the period ended December 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).
12.	Subsidiaries		
12.1.	<p>Te Pūkenga Work Based Learning Limited</p> <p>Director Appointment - Service IQ</p>	<p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p> <p>Section 9(2)(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).
12.2.	Letter of Expectations (Supplementary)	<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</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

5. Formal Motion for Moving into Committee

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
		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).
13.	Reports from Committees		
13.1.	Capital Asset Management and Infrastructure Committee Meeting – Draft Minutes of Meeting held 16 and 17 December 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).
14.	Any Other Business	<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).

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.