

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

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

Tuesday 3 November 2020 at 9.00am

Minutes

These are the minutes of a meeting of the Te Pūkenga Council held on Tuesday 3 November 2020 at Waikato Tainui in Hamilton.

Present

Members' present: Murray Strong (Chair), Kim Ngārimu (Deputy Chair), Kathy Grant, Maryann Geddes, Peter Winder (9.05am – 2.35pm), Sam Huggard, Tania Hodges and John Brockies.

Murray Strong Chaired the meeting.

In attendance: Stephen Town (Chief Executive), Vaughan Payne (DCE Operations), Merran Davis (DCE Transformation and Transition 9am – 10am, 10.15am – 11.30am) Angela Beaton (DCE Delivery and Academic), Warwick Quinn (DCE Employer Journey and Experience), Tania Winslade (DCE Learner Journey and Experience), Ana Morrison (DCE Partnerships and Equity), Alex Cabrera (Interim DCE), Gillian Hamilton (Executive Assistant/Council Secretariat), Heather Geddes (PMO Lead), Michelle Teirney (Interim CFO), William Workman (9am – 12.30pm), Denise Mackay (Communications Manager), Angela Harford (Partner, Bell Gully 9am – 1.10pm), Michael Gilchrist (TEU; 11.30am – 11.55am), Shelley Weir (TIASA; 11.30am - 11.55am).

Quorum

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

Karakia (Agenda Item 1)

Member opened the meeting with the Te Pūkenga karakia.

Welcome/Apologies/Notices (Agenda Item 2)

The Chair welcomed all DCEs to the Council Meeting. The DCEs introduced themselves and their roles.

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

There were no apologies for the Council meeting.

Minutes of the meeting held on 6 October 2020 (Agenda item 3)

The Members noted the minutes from the open section of the 6 October 2020 Council meeting.

Resolution

Moved by John Brockies, seconded by Kathy Grant

The Council resolved that the minutes from the open section of the 6 October 2020 Council meeting are approved as a true and accurate record.

Poari Akoranga Report (Agenda Item 5)

The Members discussed the Poari Akoranga report and minutes from the meeting held on Wednesday 14 October 2020.

In particular, Members:

- Noted the update from the meeting;
- Noted a working group are developing the Terms of Reference; and
- Discussed the rule requirement for subsidiaries to store assessment materials noting the implementation deadline of 31 December 2021.

Register of Interests (Agenda Item 4)

- Members confirmed that all interests were recorded in the Council interests register in the Council meeting papers.

CE Verbal Update (Agenda Item 6)

The Members received a verbal update from the Chief Executive.

In particular, Members:

- Noted the Chair and CE have continued to visit subsidiaries and transitional ITO boards; and
- Noted a survey (Aromātai Kaimahi) has been circulated to all subsidiary staff and currently has a 35% response rate.

Recommended changes to Delegations Policy (Agenda Item 7)

The Members noted a request to approve amendments to the Delegations policy relating to CE and Council Member expenses.

Resolution

Moved by Kathy Grant, seconded by Peter Winder

The Council resolved:

- that the updated Te Pūkenga Delegations Policy is approved;

- that the Chair is authorised to provide a written notice of delegation and consent to sub-delegation to the CE based on the updated Delegations Policy; and
- that any two Council members are authorised to provide a written notice of delegation to the Chair based on the updated Delegations Policy.

Transition Pathway and Workstream Overview (Agenda Item 8)

The Members noted the final working draft of the Transition Pathway and Workstream Overview circulated to subsidiaries and transitional ITOs.

In particular, Members:

- Discussed reporting on the transition pathway noting the Operating Model reporting will provide real-time reporting; and
- Noted the transition pathway and other organisational documents will be placed on the Te Pūkenga website.

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

Resolution

Moved by Murray Strong, seconded by Kim Ngārimu

The Council resolved that the public be excluded from the remainder of the meeting in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) and the particular interests protected by section 9 of the Official Information Act 1982 which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

The general subject of each matter to be considered while the public is excluded, the reason for passing the resolution in relation to each matter and the specific grounds under section 48(1) of LGOIMA for the passing of the resolution are as follows:

Item	General subject of each matter to be considered	Reason for passing resolution in relation to each matter	Grounds under section 48(1) for the passing of the resolution
11.	Minutes from public excluded meeting from 6 October 2020	Section 9(2)(b)(ii) of the Official Information Act - protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
12.	CE Verbal Update	Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to	That the public conduct of this item would be likely to result in the disclosure of information for

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		<p>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>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.	Partnerships & Equity 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>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.	Vision and Values	<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>
15.	Discussion with TEU and TIASA Unions Verbal Item	<p>Section 9(2)(a) of the Official Information Act – protect the privacy of natural persons</p> <p>Section 9(2)(k) of the Official Information Act – prevent the disclosure or use of official information for improper gain or improper advantage</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>
16.	Te Pūkenga Parent Financial Results 30 September 2020	<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>
17.	Subsidiary Financial Report	<p>Section 9(2)(b)(ii) of the Official Information Act - protect information where the making available of the</p>	<p>That the public conduct of this item would be likely to result in the disclosure of information for</p>

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	31 August 2020	information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
18.	Te Pūkenga Parent Budget 2021	Section 9(2)(b)(ii) of the Official Information Act - protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
19.	Te Pūkenga Consolidated Budget 2021	Section 9(2)(b)(ii) of the Official Information Act - protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
20.	Transitional ITO Update	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).
21.	Request from Tē Pūkenga Subsidiaries for Te Pūkenga Approval to Reserved Matter	Section 9(2)(b)(ii) of the Official Information Act - protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
22.	Subsidiary Board Appointment and	Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to	That the public conduct of this item would be likely to result in the disclosure of information for

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	Verbal Update	carry out, without prejudice or disadvantage, commercial activities	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).
23.	Operating Model	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).
24.	Briefing to Incoming Minister	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).
25.	Items to be moved to Open Agenda for next Council meeting	Section 9(2)(b)(ii) of the Official Information Act - protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).

The Council resolved that Te Pūkenga employees Stephen Town, Merran Davis, Vaughan Payne, Ana Morrison, Tania Winslade, Warwick Quinn, Angela Beaton, Alex Cabrera, Heather Geddes, Michelle Teirney, Denise Mackay, William Workman, Gillian Hamilton, along with Angela Harford of Bell Gully be permitted to remain at the meeting, after the public has been excluded, because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters. The Te Pūkenga Council also resolved that Michael Gilchrist of the TEU and Shelley Weir of TIASA be permitted to join for item 19 because of their specific knowledge in relation to this item.

Whakatuwhera and close of open part of meeting (Agenda Item 10)

The open part of the Te Pūkenga Council meeting was closed at 9.35am after a karakia Whakatuwhera by member John Brockies.

The public excluded session commenced at 9.35am, with a short break between 10.30am – 10.45am and 1.00pm and 1.30pm.

Public Excluded Agenda

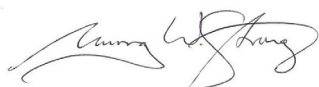
The minutes relating to the Public Excluded Agenda are set out in Schedule 1 to these minutes.

Karakia Whakatuwhera

There being no further business the Chair declared the Te Pūkenga Council meeting closed at 2.35pm following a Karakia Whakatuwhera by member John Brockies.

Dated: 1 December 2020

Signed as a correct record



Murray W. Strong
Chairman