



**Te Pūkenga**

## **Te Pūkenga Capital Asset Management and Infrastructure Committee Meeting**

|                        |   |
|------------------------|---|
| <b>Date</b>            | <b>Tuesday 16 March 2021</b>  |
| <b>Time</b>            | <b>10am – 12pm</b>  |
| <b>Venue</b>           | <b>Zoom</b>   |
| <b>Council Members</b> | <b>Kathy Grant (Chairperson), Tania Hodges, Peter Winder, Murray Strong</b>   |
| <b>In attendance</b>   | <b>Stephen Town (CE), Vaughan Payne (DCE Operations), Phillip Jacques (Interim Director Finance), Gillian Hamilton (EA to CE/Council Secretariat)</b> |

### **OPEN AGENDA**

| <b>Item</b> | <b>Subject</b>  |
|-------------|---|
| 1.          | Karakia   |
| 2.          | Welcome/Apologies   |
| 3.          | Minutes from the 27 November 2020   |
| 4.          | Committee Register of Interests   |
| 5.          | Initial discussion of approach to Intellectual Property Asset Management/Review (Verbal item) |
| 6.          | Development of standard Business Case format for requests coming to CAMIC (Verbal item)       |
| 7.          | Any Other Business  |
| 8.          | Resolution to Exclude the Public in accordance with the Public Excluded agenda                |
| 9.          | Close of open part of 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   |
|------|---|--|---|
| 10.  | Minutes from public excluded part of meeting on from 27 November 2020 | Section 9(2)(b)(ii) of the Official Information Act - protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information  | That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the CAMI Committee is empowered by the Council to perform certain matters on behalf of the Council and the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies). |
| 11.  | Capital Asset Management Strategy Report                              | 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 CAMI Committee is empowered by the Council to perform certain matters on behalf of the Council and the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies). |
| 12.  | Subsidiary Reserved Matters   | <p>Section 9(2)(b)(ii) of the Official Information Act - protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>Section 9(2)(i) of the Official Information Act – enable the organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</p> | That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under section 9 (noting the CAMI Committee is empowered by the Council to perform certain matters on behalf of the Council and the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies). |

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

## **Minutes of a meeting of the Capital Asset Management and Infrastructure Committee (the Committee)**

**Friday 27 November 2020 at 4.00pm**

D  
R  
A  
F  
T

### **Minutes**

These are the minutes of a meeting of the Te Pūkenga Council Capital Asset Management and Infrastructure Committee held at 4.00pm on Friday 27 November 2020 via Zoom videoconferencing.

### **Present**

**Members' present:** Kathy Grant (Chair), Peter Winder, Tania Hodges

Kathy Grant Chaired the meeting.

**In attendance:** Stephen Town (Chief Executive), Vaughan Payne (DCE Operations), Michelle Teirney (Interim Chief Financial Officer), Phillip Jacques (Interim Director Finance), Gillian Hamilton (Executive Assistant/Council Secretariat)

### **Quorum**

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

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

Tania Hodges opened the meeting with a karakia.

### **Welcome (Agenda Item 2)**

The Chair welcomed attendees.

An apology was received by Murray Strong.

### **Minutes from 18 August 2020 (open part of meeting) (Agenda Item 3)**

The Members discussed the minutes from the open section of the 18 August 2020 Capital Asset Management and Infrastructure Committee meeting.

### **Resolution**

*Moved by Kathy Grant, seconded by Peter Winder*

The Committee resolved that the minutes from the open section of the 18 August 2020 Capital Asset Management and Infrastructure Committee meeting are approved as a true and accurate record.

## Committee Register of Interests (Agenda Item 4)

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

## Any Other Business (Agenda Item 5)

There were no additional items of business.

## Resolution to Exclude Public in accordance with the Public Excluded Agenda (Agenda Item 6)

### Resolution

*Moved by Kathy Grant, seconded by Tania Hodges*

The Committee 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   |
|------|--|---|---|
| 7.   | Minutes from public excluded part of meeting on 23 June 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 CAMI Committee is empowered by the Council to perform certain matters on behalf of the Council and the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies). |

The Te Pūkenga Capital Asset Management and Infrastructure Committee resolved that Te Pūkenga employees Stephen Town, Vaughan Payne, Michelle Teirney, Phillip Jacques and Gillian Hamilton be permitted to remain at the meeting, after the public has been excluded, because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

## Close of open part of meeting (Agenda Item 7)

The open part of the Committee meeting was closed at 4.05 pm. The public excluded session commenced at 4.05 pm.

## **Public Excluded Agenda**

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

There being no further business the Chair declared the Committee meeting closed at 4.15 pm.

**Dated:     March 2021**

Signed as a correct record

---

**Kathy Grant  
Committee Chair**

D  
R  
A  
F  
T



Te Pūkenga

## Capital, Asset Management & Infrastructure Committee - Register of Interests

|    | Member   | Chairperson/ Deputy Chairperson / Member |
|----|--|--|
| 1. | <b>Kathleen (Kathy) Grant</b>  | <b>Chairperson</b>                       |
|    | <u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u><br><b>Deputy Chair and member</b> Dunedin City Holdings Limited<br><b>Deputy Chair and member</b> Dunedin City Treasury Limited<br><b>Deputy Chair and member</b> Dunedin Stadium Property Limited<br>Person closely related <b>Board member</b> Leslie Groves Home & Hospital<br>Person closely related <b>Chair</b> Dunedin Diocesan Trust Board<br><b>Director</b> Nelson Marlborough Institute of Technology Limited (NMIT)<br><b>Director</b> Wellington Institute of Technology Limited and Whitireia Community Polytechnic Limited<br><b>Director</b> Dunedin Railways Limited<br><b>Trustee</b> Central Lakes Trust (as from 1 December) |  |
| 2. | <b>Peter David McGredy Winder</b>  | <b>Member</b>                            |
|    | <u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u><br><b>Director</b> McGredy Winder & Co<br><b>Committee member</b> Member, State Services Commission Risk and Audit Committee<br><b>Trustee</b> McGredy Winder Family Trust<br><b>Director</b> Sound of Music Education Ltd<br><b>Director</b> Unitec New Zealand Limited (Unitec)<br><b>Director</b> Manukau Institute of Technology Limited (MIT)   |  |
| 3. | <b>Tania Lee Hodges</b>  | <b>Member</b>                            |
|    | <u>Disclosure of Member's Interests (if any) in relation to matters being considered by the Council under these resolutions</u><br><b>Managing Director and Shareholder</b> Digital Indigenous Ltd<br><b>Trustee</b> Whanau.com Trust<br><b>Director</b> Waikato Institute of Technology Limited (Wintec)<br><b>Director</b> Toi Ohomai Institute of Technology Limited  |  |

|    | Member   | Chairperson/ Deputy Chairperson / Member |
|----|--|--|
|    | <b>Independent Member</b>  | Waikato Tainui Kōiora Strategy Panel     |
| 4. | <b>Murray Warren Strong</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>Chairperson</b> Centre of Digital Excellence</p> <p><b>Trustee</b> GRŌW Ō Tautahi, Christchurch</p> <p><b>Director</b> National Infrastructure Service, Wellington</p> <p><b>Chairman</b> Christchurch Multi Use Arena</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> |  |