

Te Pukenga Work Based Learning Limited

Board Meeting

Date	Monday, 13 December 2021	
Time	9.00 – 12.00pm	
Venue	Meeting to be held via Zoom	
Board Members	John Brockies (Chair) Murray Strong Grant Florence Bryn Thompson	Brian Warren Mike King Vanessa Eparaima
Apologies	Maryann Geddes	
In Attendance	Toby Beaglehole (WBL Chief Executive) Vaughan Payne (DCE Operations) Lyn Butler (WBL Board Secretariat)	

Opening Karakia

Timings	Open Agenda	
	1.	Governance
9.00 – 9.05am	1.1.	Welcome & Apologies (Maryann Geddes)
	1.2.	Directors' Register of Interests
	1.3.	Directors' Register of Specific Interests
9.05 – 9.20am	1.4.	Board Member Introduction – Vanessa Eparaima
	2.	Board Minutes
9.20 – 9.25am	2.1.	Confirmation of Minutes of the Open Board Meeting held on 25 November 2021
	2.2.	Matters Arising from Previous Open Board Meeting
	3.	Performance Reporting
9.25 – 9.35am	3.1.	Chief Executive's Verbal Update
9.35 – 9.45am	3.2.	People, Wellbeing & Safety Report
	4.	General Business
	5.	<i>Formal motion for moving into Committee</i>



TePukenga

Timings	Closed Agenda	
	6.	Board Minutes
9.45 – 9.50am	6.1.	Confirmation of Minutes of the Closed Board Meeting held on 25 November 2021
	6.2.	Matters Arising from Previous Closed Board Meeting
	7.	Decision Items
9.50 – 10.05am	7.1.	COVID-19 (Toby Beaglehole)
10.05 – 10.25am	7.2.	WBL Board Committees (Toby Beaglehole)
10.25 – 10.40am	7.3.	Integration Investment (Toby Beaglehole)
Break: 10.40 – 10.50am		
	8.	Performance Reporting
10.50 – 11.00am	8.1.	Chief Executive's Verbal Update
	9.	Information
11.00 – 11.10am	9.1.	Service IQ Transfer Agreement Update (Sinead Hart)
11.10 – 11.15am	9.2.	TITO Transition Summary (Toby Beaglehole)
	10.	General Business
	10.1.	Ideas and Opportunities
	11.	<i>Formal motion for moving out of Committee</i>

Closing Karakia

1.1. Welcome & Apologies - Maryann Geddes



Te Pūkenga

Te Pūkenga Work Based Learning Board

Register of Interests as at 13 December 2021

Member	Chairperson/ Deputy Chairperson / Member
1.	John Brockies (Chairperson)
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by WBL Board under these resolutions</u></p> <p>Director Branz Inc, Branz Ltd, Branz Pty Ltd</p> <p>Director Resolve Group Ltd</p> <p>Director Walworth Ltd</p> <p>Chair Waiari Project Advisory Board (Tauranga City Council)</p> <p>Chair Te Maunga Project Advisory Board (Tauranga City Council)</p> <p>Trustee Natomi Family Trust</p> <p>Director Northland Polytechnic Limited (NorthTec)</p> <p>Director Te Pūkenga Council</p> <p>Member Australian Institute of Directors</p> <p>Chair Te Pūkenga Work Based Learning Limited Board</p> <p>Independent Chair Civic Centre Group (Tauranga City Council)</p>
2.	Murray Strong (Member)
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by WBL Board under these resolutions</u></p> <p>Chairperson Centre of Digital Excellence</p> <p>Director National Infrastructure Service, Wellington</p> <p>Director Tai Poutini Polytechnic Limited (TPP)</p> <p>Director The Open Polytechnic of New Zealand Limited</p> <p>Independent Chairman Southern Lakes Events Investment Panel - effective 1 November</p> <p>Chairperson Te Pūkenga Council</p> <p>Member Te Pūkenga Work Based Learning Limited Board</p>
3.	Mary-Ann Geddes (Member)
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by WBL Board under these resolutions</u></p> <p>Director ServicelQ</p> <p>Director Ara Institute of Canterbury Limited (Ara)</p> <p>Director Otago Polytechnic Limited</p> <p>Director Southern Institute of Technology Limited (SIT)</p> <p>Director Te Pūkenga Council</p> <p>Member Te Pūkenga Work Based Learning Limited Board</p>

	Member	Chairperson/ Deputy Chairperson / Member
4.	Bryn Thompson (Member)	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by WBL Board under these resolutions</u></p> <p>Principal & Director Metalcraft Engineering Company Ltd</p> <p>President NZMEA</p> <p>Principal Cassem Holdings</p> <p>Chair Mancan</p> <p>Shareholder & Director Avid Group Ltd</p> <p>Chair & Trustee Canterbury Manufacturing Trust</p> <p>Director ARA Canterbury Institute Ltd</p> <p>Chair ARA Property Development Committee</p> <p>Trustee Otautahi Education Trust</p> <p>Member Te Pūkenga Work Based Learning Limited Board</p>
5.	Brian Warren (Member)	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by WBL Board under these resolutions</u></p> <p>Director Ashburton Contracting Ltd</p> <p>Member Te Pūkenga Work Based Learning Limited Board</p> <p>Director Rock and Pillar Ltd</p> <p>Board Member Civil Trades Board (Division of CCNZ)</p>
6.	Grant Florence (Member)	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by WBL Board under these resolutions</u></p> <p>Member Te Pūkenga Work Based Learning Limited Board</p> <p>Chief Executive NZ Certified Builders Association</p> <p>General Manager Industry Training Association Building Incorp</p> <p>Director Building and Construction Training Fund (post BCITO)</p> <p>Managing Director Halo Guarantees Limited</p>
7.	Mike King (Member)	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by WBL Board under these resolutions</u></p> <p>Member Te Pūkenga Work Based Learning Limited Board</p> <p>Principal Shareholder & Director A2B Project Management Ltd</p> <p>Employee & Shareholder Summerset Management Group</p> <p>Director (Chair) Building and Construction Training Fund</p> <p>Member New Zealand Institute of Building</p> <p>Member New Zealand Institute of Directors</p>

Member	Chairperson/ Deputy Chairperson / Member
8.	Vanessa Eparaima (Member)
	<p><u>Disclosure of Member's Interests (if any) in relation to matters being considered by WBL Board under these resolutions</u></p> <p>Member Te Pūkenga Work Based Learning Limited Board</p> <p>Director Te Pūkenga Work Based Learning Limited</p> <p>Member Forestry and Wood Processing Industry Transformation Advisory Group</p> <p>Director Tuaropaki Power Company</p> <p>Director TPC Holdings</p> <p>Director Tuaropaki Kaitiaki Limited</p> <p>Director Te Pūia Tāpapa GP Limited</p> <p>Trustee Tuaropaki Trust</p> <p>Member, Chair Te Wānanga O Aotearoa</p> <p>Director Raukawa Asset Holding Company Limited</p> <p>Director, Co-Chair Cni Iwi Land Management Limited</p> <p>Director Cni Iwi Holdings Limited</p> <p>Trustee Cni Iwi Holdings Trust</p> <p>Director, previous Chair Raukawa Iwi Development Limited</p> <p>Director Eparaima Rental Limited</p> <p>Director Whakatika Limited</p> <p>Director Aroha Nui Properties Limited</p> <p>Trustee, Secretary Peggy Hapi Whānau Trust</p>

1.4. Board Member Introduction - Vanessa Eparaima

Te Pūkenga Work Based Learning Limited

Minutes of Board Meeting Thursday, 25 November at 12.30pm

Minutes

These are the minutes of a meeting of the Te Pūkenga Work Based Learning Board held on Thursday, 25 November 2021 via Zoom.

Present

Board Members	John Brockies (Chair)	Mike King
	Murray Strong	Grant Florence
	Bryn Thompson	Vanessa Eparaima
	Brian Warren	Mary-Ann Geddes

Apologies Bryn Thompson (for lateness)

In Attendance Toby Beaglehole (WBL CEO)
Fiona Kingsford (TITO Transition Capability Lead)
Vaughan Payne (Deputy Chief Executive Operations, Te Pūkenga)
Lyn Butler (WBL Board Secretariat)

Quorum

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

Open Agenda

Karakia

Vanessa Eparaima opened the meeting with a karakia.

1. Governance

1.1 Welcome/Apologies/Notices

None.

1.2 Directors' Register of Interests

Noted.

1.3 Directors' Register of Specific Interests

Maryann Geddes noted a specific interest in regard to Item 7.2 Service IQ Transfer Agreement on the agenda, being a Board Member of Service IQ.

Resolved

The WBL noted that Maryann Geddes' specific interest be noted and agreed that she may participate in any deliberations, but be excluded from any voting.

Moved: John Brockies

Seconded: Murray Strong

CARRIED



1.4 Board Member Introduction – Grant Florence

Grant Florence provided a summary of his background in the banking and construction sectors and being appointed a BCITO Director in 2014.

Challenges ahead include moulding and driving the combined people and resources available. Critical for focus to continue on employers and learners, plus marketing of learners and careers.

Measures of success include; care for trainee, continued consistency and transparency for employers and trainees, and diversity particularly for young women in training, Maori and Pasifika.

The Chair thanked Grant for his introduction.

2 Board Minutes

2.1 Confirmation of Minutes of the Open Board Meeting held on 27 October 2021

Resolved

The WBL Board approved the Minutes of the Open Board Meeting of Work Based Learning Limited held on 27 October 2021 as a true and correct record of the meeting, subject to the following amendment:

- 4.1 BCITO – 9,000 employers rather than employees.

Moved: John Brockies

Seconded: Mike King

CARRIED

2.2 Matters Arising from Previous Open Board Meeting

Noted.

3 Performance Reporting

3.1 Chief Executive's Verbal Update

The Chief Executive provided a verbal update on TITO transition preparation, with MITO transitioning on 1 January 2022. Negotiations are still underway with Primary ITO and Skills Org.

Divisional integration is working well between Competenz, Connexis and BCITO.

WBL ELT recruitment is now underway, with a good level of interest to date.

Good discussion at recent WBL TITO CEs meeting, including on future Operating Model. Still some confusion around the role of WBL, which was clarified accordingly.

Resolved

The WBL Board received the Chief Executive's verbal update.

Moved: John Brockies

Seconded: Murray Strong

CARRIED

3.2 People, Wellbeing & Safety Report

Positive feedback from the combined transition survey results was noted, acknowledging the increased EAP usage in Auckland during lockdown.

Difference in reporting last month in relation to turnover was due to one report including WDC transition, ATNZ and Skills4Work, whilst the other did not.

Following discussion around understanding Health & Safety responsibilities and risk analysis within Business Divisions to provide required comfort to the Board, assurance was provided



Te Pūkenga

that all Divisions have their own Health & Safety Plans, Policies and reporting mechanisms for incidents.

The Board requested high level reporting of incidents and accidents, as well as alignment on critical risk exposures from Business Divisions. Consideration should also be given to pastoral care code implications, which Te Pūkenga are currently reviewing.

Resolved

The WBL Board received the People, Wellbeing & Safety Report for October.

Moved: John Brockies

Seconded: Maryann Geddes

CARRIED

4 General Business

None.

5 Resolution to Exclude Public in accordance with the Public Excluded Agenda.

It was 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 noted as follows:

6.	Board Minutes		
6.1.	Minutes from Public Excluded Meeting of 27 October 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 that Te Pūkenga I is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
6.2.	Matters Arising from Previous Public Excluded Meeting	<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</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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).



		who supplied or who is the subject of the information	
6.3.	Ratification of Circular Resolution – 15 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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
7.	Decision Items		
7.1.	Business Division Reserves	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
7.2	Service IQ Transfer Agreement	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
7.3	COVID-19	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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
7.4	2022 Budget	Section 9(2)(g)(i) of the Official Information Act – maintain the	That the public conduct of this item would be likely to result in



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		<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>the disclosure of information for which good reason for withholding would exist under section 9 (noting that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
7.5	WBL Board Committees	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
8.	Performance Reporting		
8.1.	Chief Executive's Update	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
9.	Information		
9.1.	Employer Journey Update	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
9.2.	TITO Transition Deep Dive/Review	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a</p>



Te Pūkenga

		<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>body to which LGOIMA applies).</p>
9.3.	TITO Transition Summary	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
9.4.	Transfer Agreement Key Components Summary	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
10.	General Business		
10.1.	Ideas & Opportunities	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
<p>The Chair also moved that certain employees from Te Pūkenga Work Based Learning Limited, namely Toby Beaglehole, Vaughan Payne, Fiona Kingsford and Lyn Butler 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.</p> <p>Moved: John Brockies Seconded: Mike King</p> <p>Close of open session of meeting at 1.15pm Closed session commenced at 1.15pm and closed at 3.30pm</p>			



TePūkenga

John Brockies, Chair

Date

Te Pūkenga Work Based Learning Limited Board

Public Action Items as at 13 December 2021

Action #	Meeting Date	Agenda Item	Action	Responsible	Status	Due Date
#4	27/10/21	Board Member Introduction	<ul style="list-style-type: none"> Grant Florence will provide an introduction at the November meeting, followed by Vanessa Eparaima in December. 	Board Secretary	Closed	December
#6	27/10/21	People Wellbeing & Safety Report	<ul style="list-style-type: none"> Preparation of further KPIs in areas of transition, key risk management and indicators relating to safety to be provided. 	Matt Bagshaw	Open	February
#7	25/11/21	Minutes Open – 27 October 2021	<ul style="list-style-type: none"> The following amendment be made: <ul style="list-style-type: none"> 4.1 BCITO – 9,000 employers rather than employees. 	Board Secretary	Closed	Complete
#8	25/11/21	People Wellbeing & Safety Report	<ul style="list-style-type: none"> The Board requested high level reporting of incidents and accidents, as well as alignment on critical risk exposures from Business Divisions. Consideration should also be given to pastoral care code implications, which Te Pūkenga are currently reviewing. 	Matt Bagshaw	Open	February

3.1. Chief Executive's Verbal Update

Poari o Te Pūkenga Work Based Learning Limited

Pūrongo I Report

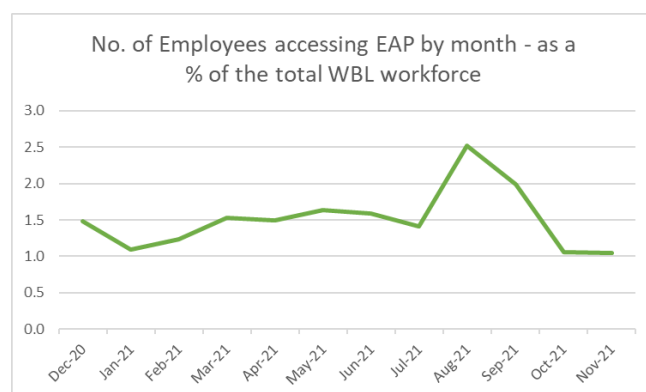
13 December 2021

Title	People, Wellbeing & Safety Report - November
Provided by	Matt Bagshaw, WBL TITO Transition P&C Lead
For	Reporting

Te Whare Tapa Whā

Taha hinengaro

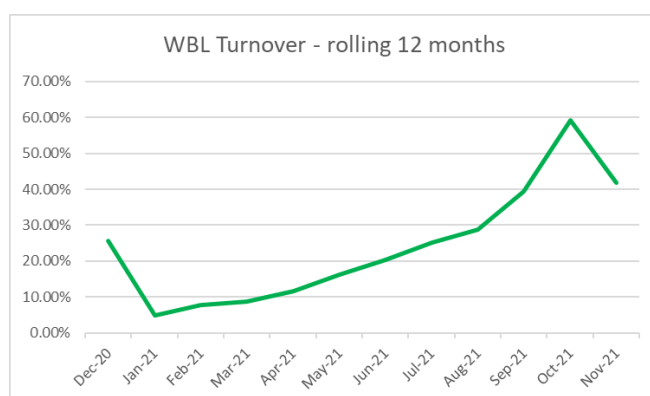
Mental & emotional



Whilst EAP is a confidential service for employees, it could be assumed that the spike in access from August is attributed to heightened awareness through wellbeing communications linked to the pressures of lockdown. Significant focus on wellbeing across WBL could be attributed to the general downward trend in access.

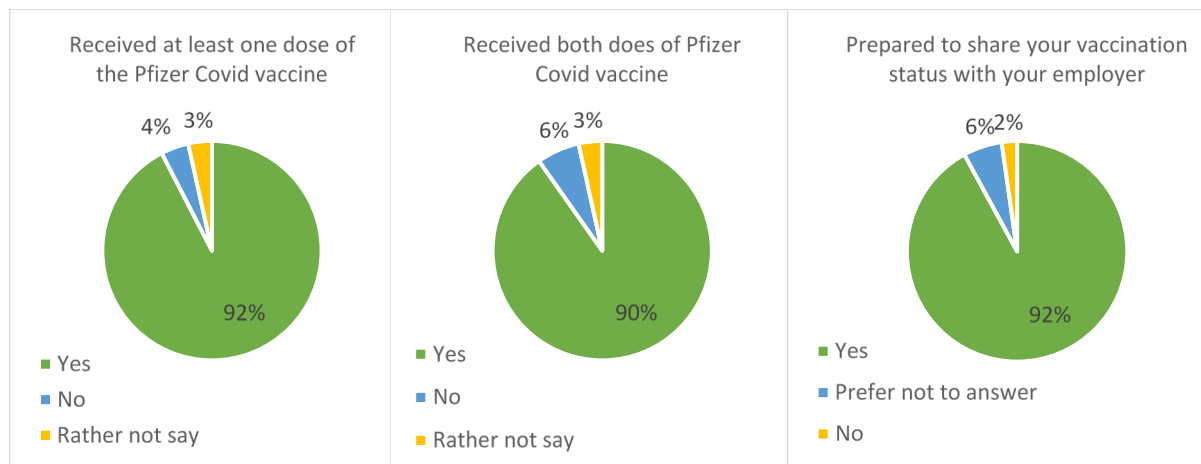
Taha tinana

Physical



Turnover of staff across WBL is trending downwards after the recorded spike of leavers joining WDC's and the separation of business units (e.g., ATNZ).

Covid-19 vaccination survey results



The pie charts above illustrate that 90% of respondents are fully vaccinated and 92% are prepared to share. In real numbers, out of the responses, so far we have 39 who are unvaccinated or not prepared to disclose.

OTHER COMMENTARY

There are several recruitment opportunities within the WBL subsidiary.

- Competenz has re-organised due to attrition and are looking for 4 new SLT members
- BCITO and Connexis are developing a proposal for a joint Kaikōkiri role initially as fixed term (built on the position description of the Kaikōkiri role at Competenz)
- Recruitment for the 6 WBL ELT positions is underway.
Applications have come from a good pool of expert candidates from within the network including ITP's and some external interest. Interviews for the Programme Leads and People & Culture roles are prioritised with all interviews completed and outcomes shared with Board prior to Christmas break.

4. General Business

Te Pūkenga Work Based Learning Limited

Board 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.	Board Minutes		
6.1.	Minutes from Public Excluded Meeting of 25 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 that Te Pūkenga 1 is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
6.2.	Matters Arising from Previous Public Excluded Meeting	<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 that Te Pūkenga 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.	Decision Items		
7.1.	COVID-19	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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
7.2.	WBL Board Committees	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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
7.3.	Integration Investment	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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
8.	Performance Reporting		
8.1.	Chief Executive's 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 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 that Te Pūkenga 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
9.	Information		
9.1.	Service IQ Transfer Agreement	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
9.2.	TITO Transition Summary	<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 that Te Pūkenga is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
10.	General Business		
10.1.	Ideas & Opportunities	<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 that Te Pūkenga 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 Work Based Learning Limited 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.