



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

## Minutes of an Extraordinary meeting of the Council of Te Pūkenga (the Council)

**Monday and Thursday, 8 and 10 August 2022**

### Minutes

These are the open minutes of a meeting of Te Pūkenga Council held at 4.30 pm on Monday 8 August and at 5pm on Thursday, 10 August 2022 via Zoom videoconferencing

### Present:

|                      |  |   |
|----------------------|--|---|
| <b>Council</b>       | Murray Strong (Chairperson)  | Kim Ngārimu (Deputy Chairperson)                                  |
| <b>Members</b>       | Maryann Geddes<br>Sam Huggard<br>Teorongonui Josie Keelan                    | Kathy Grant<br>Tania Hodges<br>Tagaloatele Peggy Fairbairn-Dunlop |
| <b>Apologies</b>     | Jordan Gush (Thursday 10 August only)<br>John Brockies                       | Heath Sawyer (Monday 8 August only)                               |
| <b>In attendance</b> | Peter Winder – Acting Chief Executive<br>Richard Forgan – DCE Transformation | Lynnette Brown – Council Secretary                                |

### 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 Murray Strong.

### Open Minutes

- Welcome/Apologies/Notices**  
The Chair welcomed everyone to the meeting and noted apologies from John Brockies and Heath Sawyer.
- Register of Interests**  
The register of interests was noted and no conflicts with matters on the agenda were declared.

### 3. Council Sub-Committee Appointments

The Council received the recommendations from the Appointment and Remuneration Committee to repopulate various Council sub-committees because of Peter Winder's appointment as Acting Chief Executive.

There was discussion in relation to the appointment of independent members where the terms of reference allows and noted (a) TEC's consideration of Council appointments with the current vacancy and expiration of some members terms in 2023, and (b) Tania Hodges willingness to step down from the Finance and Capital Investment Committee to create that opportunity should it be required.

#### Resolved:

The Council:

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|----|---|
| a. | Approved John Brockies and Kim Ngārimu be appointed to the Risk and Audit Committee; and  |
| b. | Approved John Brockies and Teorongonui Josie Keelan be appointed to the Finance and Capital Investment Committee; and   |
| c. | Approved John Brockies be appointed to the Transformation Committee; and  |
| d. | Approved Teorongonui Josie Keelan, Heath Sawyer, and Tagaloatele Peggy Fairbairn-Dunlop be appointed to the Health, Safety and Wellbeing Committee (and notes that Kim Ngārimu will step down from her current role on this Committee); and |
| e. | Noted the Council Chair proposes to appoint John Brockies as Chair of the Risk and Audit Committee subject to a. above; and   |
| f. | Noted that the Appointment and Remuneration Committee considered these recommendations at their meeting of 1 August 2022 and endorse to Council for approval.   |

**Moved:** MA Geddes

**Seconded:** K Grant

**MOTION CARRIED**

### 4. Formal motion for moving into Committee

The Chair moved that the public be excluded from 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:

| General Subject of 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>Agenda Item 5.1</p> <p>Action Plan for Quarter 3 2022</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>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> |
| <p>Agenda Item 5.2</p> <p>Proposed Organisation Structure</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>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> |
| <p>Agenda Item 5.3</p> <p>ITP Transition Plan</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</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</p>  |

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|  | <p>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>would exist under section 9 (noting the Council is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>   |
| <p>Agenda Item 5.4<br/>International Fees</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>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> |
| <p>Agenda Item 5.5<br/>Correspondence -<br/>Submission on Fees<br/>Regulations</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>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> |
| <p>Agenda Item 5.6</p>   | <p>Section 9(2)(g)(i) of the Official Information Act – maintain the effective conduct of public affairs</p>   | <p>That the public conduct of this item would be likely to result in the disclosure of</p>  |

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| TTAF Response Report  | <p>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> | 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>Agenda Item 5.7</p> <p>Changes to Banking Authorisations</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   | 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 also moved that certain employees from Te Pūkenga be permitted to remain at the meeting because of their specific knowledge in relation to the above items, namely Peter Winder, Richard Forgan and Lynnette Brown. 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.

**Moved:** MA Geddes

**Seconded:** K Grant

**MOTION CARRIED**

The open session concluded, and the closed session commenced at 4.40 pm.