

**Manukau Institute of Technology Limited and
Unitec New Zealand Limited**
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
(Board)
26 April 2022 at 10.30am

Open Session Minutes

These are the minutes of the open session of a meeting of the Board of the Company held on 26 April 2022.

DIRECTORS

Peter Winder, Chair	Robert Reid	Steven Renata	Marama Royal
Peter Parussini	Fale (Andrew) Lesa	Ziena Jalil	Monique Cairns

IN ATTENDANCE

Gus Gilmore - Chief Executive	Michelle Teirney - DCE Operations
Simon Nash - DCE Learner Experience & Success	Martin Carroll - DCE Academic
Kirsten Sargent - Interim DCE People & Culture (MIT)	Matua Vince Hapi
Peseta Sam Lotu-liga - DCE Pacific, Partnerships & Support	Antoinette Wood - Board Secretary

1. **Karakia** – The meeting was opened with a karakia

Welcome & Apologies

The Chair welcomed everyone to the meeting.

Disclosure of Interests Register

No conflicts with the matters on the agenda were declared.

Meeting Schedule 2022

The Board noted the Meeting Schedule for 2022.

Committees of the Board

The meeting noted the Committees of the Board.

2. Minutes of the Open Board Meeting held 31 March 2022

Resolved:

The Board approved the minutes of the Unitec NZ Ltd and Manukau Institute of Technology Ltd ordinary Open Board Meeting held on 31 March 2022 as a true and correct record.

Moved: P Winder

Seconded: P Parussini

CARRIED

3. MIT Academic Committee Report and Minutes

Resolved:

The Board:

- (a) noted the report from the MIT Academic Committee and Minutes of 06 April 2022; and
- (b) did not accept the recommendation of the Academic Committee with respect to rescinding of changes made to the Student Regulations; and encouraged the Chief Executive to exercise the discretion provided for in section 2.8.2 of the Student Regulations and not require MVP for enrolments commencing after 6 April 2022 under the current COVID-19 Policy.

Moved: P Winder

Seconded: P Parussini

CARRIED

The Board took the opportunity to formally thank K Sargent and C Hutton and the management team for their leadership through the COVID-19 pandemic.

4. Chief Executive's Report

The Chief Executive declared nothing to report in open session.

5. Safety, Wellbeing and Sustainability Report

The Board queried whether the MIT statistic relating to Injuries Reported (32) was the correct figure, management to check and report back with the correct data.

Resolved:

The Board received the Safety, Wellbeing and Sustainability report.

Moved: P Winder

Seconded: Z Jalil

CARRIED

Formal Motion for Moving into Closed Session

Resolution to exclude public in accordance with the Closed Session Agenda.

The Chair recommended 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:

Agenda 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.	Confidential Minutes of the meeting held 31 March 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)(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 Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
7.	Status of Audit Recommendations	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 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 Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
8.	Building 108 Upgrade Project Status Report	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 Section 9(2)(b)(ii) of the Official Information Act -	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 Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).

		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	
9.	Chief Executive's 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>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 Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
10.	<p>Items for Approval</p> <p>10.1 Letters of representation</p> <p>10.2 Annual Report</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> <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 Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
11.	Enrolment Updates	<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)(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)(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 Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).
12.	Financial Reports	<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</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 Board is specified, in Schedule 2 of LGOIMA, as

		<p>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>	<p>a body to which LGOIMA applies).</p>
13.	Correspondence	<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>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 Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>

And that certain employees from MIT and Unitec, namely Gus Gilmore, Michelle Teirney, Simon Nash, Martin Carroll, Peseta Sam Lotu-liga, Kirsten Sargent, Vince Hapi and Antoinette Wood, be permitted to remain at the meeting after the public has been excluded, because of their 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.

Moved: P Winder

Seconded: P Parussini

CARRIED

The open session concluded at 10.41am.

The public excluded session commenced at 10.41am and concluded at 11.35am.

There being no further business the chairperson declared the meeting closed at 11.40am.

Peter Winder, Chair 26 May 2022