

**Manukau Institute of Technology Limited and  
Unitec New Zealand Limited**  
**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**  
**(Board)**

**28 October 2021 at 12.30pm**

**Open Session Minutes**

These are the minutes of the open session of a meeting of the Board of the Company held on 28 October 2021.

**DIRECTORS**

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

**IN ATTENDANCE**

Gus Gilmore - Chief Executive	Michelle Teirney - DCE Operations
Simon Nash - DCE Learner Experience & Success	Nick Sheppard - DCE Schools & Performance
Kirsten Sargent - Interim DCE People & Culture (MIT)	Martin Carroll - DCE Academic
Chris Hutton - Interim DCE People & Culture (MIT)	Wiremu Manaia - DCE Māori (MIT)
Antoinette Wood - Board Secretary	Matua Vince Hapi
Ali Ikram - Senior Communications Manager (MIT)	
Stephen Town, Te Pūkenga	Angela Beaton, Te Pūkenga

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

**Welcome & Apologies**

The Chair welcomed everyone to the meeting. S Renata left the meeting at 2.20pm.

**Disclosure of Interests Register**

No conflicts with the matters on the agenda were declared.

R Reid and P Winder advised updates to their appointments on the interest register.

**Meeting Schedule 2021**

The Board noted the Meeting Schedule for 2021 and 2022.

**Committees of the Board**

The meeting noted the Committees of the Board.

2. Minutes of the Open Board Meeting held 30 September 2021

The Board noted the minutes.

**Resolved:**

The Board approved the minutes of the Unitec NZ Ltd and Manukau Institute of Technology Ltd ordinary Open Board Meeting held on 30 September 2021 as a true and correct record.

Moved: P Winder

Seconded: S Renata

**CARRIED**

3. Action List

The Board noted the action list.

4. Chief Executive's Report

The Board received the report from the Chief Executive which highlighted areas of activity.

**Resolved:**

The Board noted the information supplied.

Moved: P Winder

Seconded: Z Jalil

**CARRIED**

5. Safety, Wellbeing and Sustainability Report

Management confirmed that the institutions will wait for guidance from government before proceeding further with vaccine-related risk assessments.

**Resolved:**

The Board received the Safety, Wellbeing and Sustainability report.

Moved: P Winder

Seconded: M Royal

**CARRIED**

6. Reports and minutes from Committees

6.1 Unitec Faufautua Fono Minutes

**Resolved:**

The Board received the draft minutes of the Unitec Fono Faufautua Committee meeting held 15 September 2021.

Moved: P Winder

Seconded: A Lesa

**CARRIED**

6.2 MIT Rūnanga Minutes

**Resolved:**

The Board received the draft minutes of the Ordinary Rūnanga hui held 16 September 2021.

Moved: P Winder

Seconded: A Lesa

**CARRIED**

6.3 Academic Committee Report and Minutes

**Resolved:**

The Board

(a) noted the MIT Academic Committee Report and received the draft minutes of the open session of the MIT Academic Committee Meeting held 6 October 2021; and

(b) approved the amended MIT Student Regulations.

Moved: P Winder

Seconded: P Parussini

**CARRIED**

7. Ōritetanga Playbook

The Board noted their appreciation of the work that has gone into producing the detailed data and insights outlined in the Playbook.

**Resolved:**

The Board noted the information in the Ōritetanga Playbook.

Moved: P Winder

Seconded: S Renata

**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
8.	Confidential Minutes of the meeting held 30 September 2021	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).
9.	Action List	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).
10.	Chief Executive's Report	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	That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would

		<p>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>exist under section 9 (noting the Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
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>	<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>
12.	September 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 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>
13	2022 International Scholarships	<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>
14.	Unitec Building 108 Project Report	<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</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</p>

		<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)(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>the Board is specified, in Schedule 2 of LGOIMA, as a body to which LGOIMA applies).</p>
15.	Te Pūkenga Operating Model	<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, Nick Sheppard, Peseta Sam Lotu-liga, Kirsten Sargent, Christine Hutton, Wiremu Manaia, Vince Hapi, Antoinette Wood and Ali Ikram, along with Stephen Town and Angela Beaton from Te Pūkenga, 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: Z Jalil

**CARRIED**

The open session concluded at 1.01pm.

The public excluded session commenced at 1.01pm and concluded at 3pm.

There being no further business the chairperson declared the meeting closed at 3pm.