Minutes of the Fourteenth Meeting

of The Open Polytechnic of New Zealand Limited Board

held at

The Open Polytechnic of New Zealand Limited

on 15 July 2021 at 3.12pm

PUBLIC BUSINESS

Present:	Vaughan Renner (Chair) Dr Thérèse Arseneau Breccan McLeod-Lundy Murray Strong Dr Karen Vaughan Sue Sutherland
In Attendance:	Dr Caroline Seelig, Chief Executive Neil Carroll, Deputy CE & Executive Director Academic Services Dr Alison Harrison, Executive Director Strategy Murray Hill, Executive Director Financial Services Shelley Fitzpatrick, Board Secretary

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The meeting opened with the Polytechnic's karakia.

1.0 **Apologies**

An apology for absence was received for J He.

2.0 **Directors' Interests Register**

The Directors' Interests Register was noted.

There were no conflicts of interest received for today's meeting.

Motion **Moved from the Chair:**
That the Board notes the Directors' Interests Register.

Agreed

3.0 **Confirmation of the Minutes of the Public Meeting held on 18 June 2021**

Motion **Moved from the Chair:**
That the minutes of the Public Meeting held on 18 June 2021 be confirmed as a correct record.

Agreed

4.0 **Matters Arising from the Previous Meeting (and not listed elsewhere)**

Action items were reviewed; it was noted that all actions are either complete or under action for future meetings.

5.0 **Correspondence**

There was no correspondence to receive.

6.0 **Academic Committee**

This report updated the Board on the recent Academic Committee meeting and was taken as read.

There is work in progress to complete an action plan to address concerns from the NZQA external moderation report for 2020.

The Dapaanz accreditation application has been submitted and OPNZL is awaiting a response.

There is a lot of mahi underway with Te Pūkenga programme unification. OPNZL's Academic Staff Members are separate from OPNZL's curriculum writers, which has resulted in OPNZL's steering group membership being different to other subsidiaries. OPNZL has steering group membership for programmes it is currently delivering and is trying to get working group membership for resource development in other areas. There are some major issues with some programme areas (Social Work, Bachelor of Applied Management - Accounting), due to the investment and time (approximately 18 months) required to produce a quality online programme delivered at distance. It was noted that while there is an academic focus, there is no evidence of an economic view overlaying the transition to unified programmes; OPNZL has huge value tied up in course materials and a lot of investment will be required for the transition. OPNZL is resourcing up in a number of areas - iQualify, learning design, project management, etc. - to try to meet deadlines, noting that an extension may still be requested.

Motion **Moved from the Chair:**
That the Board notes the report and receives and notes the minutes of the Academic Committee meeting held on 11 June 2021.

Agreed

7.0 **Ōritetanga Progress Report and Te Pae Tawhiti Action Plan**

The Board received the update on the progress of activities set out in the Ōritetanga Plan and the progress in relation to the Te Pae Tawhiti Action Plan.

It was noted that initially the Ōritetanga Plan and Te Pae Tawhiti plans were aligned; they are currently out of alignment and kaimahi are working to bring them back into alignment over the next month. There are a lot of 'green' actions; some actions have turned 'red' and work is underway to address issues, particularly to align responsibility for objectives across the organisation.

Resourcing was noted as an issue, particularly as a result of W Glen's secondment to Te Pūkenga. Interviews are underway for two new positions.

Action: Management to keep the Board updated on resourcing in this area, noting that there is a resource shortage in the market.

Motion **Moved from the Chair:**
That the Board notes the paper and the progress updates for the Ōritetanga Plan and Te Pae Tawhiti Action Plan.

Agreed

8.0 **Board Work Plan 2021**

The Board reviewed and provided feedback on its 2021 work plan.
Action: Add Board evaluation in August, to commence with an IoD induction for Board Chairs.

9.0 **General Business**

There was no general business.

10.0 **Strategic Matters: Public Excluded Business**

Motion **Moved from the Chair:**
That the Board:
Excludes the public from the remainder of the meeting.

The general subject of the matters to be considered while the public is excluded are:

Item	Subject	OIA section(s)
PE 11.0	Apologies	s9(2)(a)
PE 12.0	Confirmation of Public Excluded Minutes 18 June 2021	s9(2)(a),(b), (g)(i), (i), (j)
PE 13.0	Matters Arising	s9(2)(a),(b), (g)(i), (i), (j)
PE 14.0	Correspondence	s9(2)(a),(b), (g)(i), (i), (j)
PE 15.0	Organisational Dashboard	s9(2)(a),(b), (g)(i), (i), (j)
PE 16.0	Strategic Plan & Business Planning 2022	s9(2)(a),(b), (g)(i), (i), (j)
PE 17.0	Subsidiary Collaboration	s9(2)(a),(b), (g)(i), (i), (j)
PE 18.0	ESA Publications Ltd	s9(2)(a),(b), (g)(i), (i), (j)
PE 19.0	General Business	s9(2)(a),(b), (g)(i), (i), (j)

This resolution will be made in reliance on s48(1) of the Local Government Official Information and Meetings Act 1982 and the particular interests protected by s9 of the Official Information Act 1982 which would be prejudiced by holding the proceedings of the meeting in public. The section of the Official Information Act which applies is shown beside each item to be considered while the public is excluded:

s9(2)(a) – To protect the privacy of natural persons, including that of deceased natural persons

s9(2)(b) – To protect information where the making available of the information (i) would disclose a trade secret; or (ii) would be likely unreasonably to prejudice the commercial position of the person who supplied or who is subject of the information

s9(2)(g)(i) – To maintain the effective conduct of public affairs through the free and frank expression of opinions by or between or to members of an organisation and employees of any department or organisation in the course of their duty *s9(2)(h) – To maintain legal professional privilege*

s9(2)(i) – To enable a Minister of the Crown or any department or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities

s9(2)(j) – To enable a Minister of the Crown or any department or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

a) Permit the following to remain at this meeting for items PE 11-19 after the public has been excluded, because of their specialist knowledge of the subjects:

- Dr Caroline Seelig, Chief Executive
- Neil Carroll, Deputy CE & Executive Director Academic Services
- Dr Alison Harrison, Executive Director Strategy
- Murray Hill, Executive Director Financial Services
- Shelley Fitzpatrick, Board Secretary

Agreed

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01 September 2021

Chair **Date**