# Minutes of the Seventeenth Meeting of The Open Polytechnic of New Zealand Limited Board held on Teams

## 15 October 2021 at 9.00am

## PUBLIC BUSINESS

**Present:**
Vaughan Renner (Chair)
Dr Thérèse Arseneau
Jerry He
Breccan McLeod-Lundy
Murray Strong
Dr Karen Vaughan

**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

The meeting opened with the Polytechnic's karakia.

**1.0 Apologies**

There were no apologies.

**2.0 Directors' Interests Register**

The Directors' Interests Register was noted.

**Action:** Remove the following interest for V Renner: Director - Buy NZ Made.

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 17 September 2021**

**Motion**

**Moved from the Chair:**
**That the minutes of the Public Meeting held on 17 September 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.

Update on action item 4, 17 September: work is underway to find an alternative date for the April 2022 meetings due to the Easter holiday conflict. AFRC and Board meetings will be scheduled so that Te Pūkenga deadlines can be met.

**5.0** **Correspondence**

There was no correspondence.

**6.0** **Academic Matters**

**6.1** **Academic Committee**

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

**Motion** **Moved from the Chair:**
**That the Board notes the report and receives and notes the minutes of the Academic Committee meeting held on 03 September 2021.**

**Agreed**

**6.2** **Student Advisory Group Update**

The Board received the update on Student Advisory Group (SAG) consultation regarding a draft constitution to support establishing an elected OPNZL student voice.

The Board noted the small sample size (6 representatives), given there are approximately 30,000 OPNZL learners, and felt the questions were geared towards students of a face to face organisation. It was suggested that OPNZL look to international ODFL models (e.g. OUUK, Western Governors) to inform future models and get a more representative sample of OPNZL's student voice.

The Board noted the membership of Te Pūkenga Student Advisory Committee (along with Staff Advisory and Māori Committees) will be confirmed at the November Te Pūkenga Council meeting; these committees will ensure the linkages between governance, management, kaimahi and ākonga remain strong.

**Motion** **Moved from the Chair:**
**That the Board notes the feedback from the Student Advisory Group.**

**Agreed**

7.0 **Ōritetanga Progress**

The Board received the update on the progress of activities set out in the Ōritetanga Plan.

The Board noted mahi is underway to enhance partnerships with local iwi, Te Āti Awa and Ngāti Toa, with marae visits delayed until the region is moved to COVID-19 alert level 1.

**Motion** **Moved from the Chair:**
**That the Board notes the Ōritetanga Plan progress report.**
**Agreed**

8.0 **Board Work Plan 2021**

The Board reviewed its 2021 work plan.

The Board will discuss and develop feedback on Te Pūkenga proposed Operating Model at a 5 November workshop. An invitation to attend the workshop will be extended to S Town, Te Pūkenga CE.

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:**

| | | |
|---|---|---|
| PE 11.0 | Apologies | s9(2)(a) |
| PE 12.0 | Confirmation of Public Excluded Minutes 17 September 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 | Board Committee Updates | s9(2)(a),(b), (g)(i), (i), (j) |
| PE 16.1 | Audit, Finance & Risk Committee Update | s9(2)(a),(b), (g)(i), (i), (j) |
| PE 16.1.1 | 2022 Budget Proposal – for approval | 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 Update | s9(2)(a),(b), (g)(i), (i), (j) |
| PE 19.0 | Demonstrations | s9(2)(a),(b), (g)(i), (i), (j) |
| PE 20.0 | General Business | |

*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 11-20 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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19 November 2021

**Chair** **Date**