

**OPEN**  
**Nelson Marlborough Institute of Technology Limited**  
(the Company)

**Minutes of a meeting of the Board of Directors**  
(Board)

**11 October at 11.30 am**

**PRESENT**

**Board:** T Johnston (Chair), T Grant, J Wilson, P Smith, C Newton, J Edgar, P Cowper, K Grant (from 12.20 pm)

**In Attendance:** W Jackson (Chief Executive), B Johnston (Company Secretary/Executive Director Finance & Campus Services), K Redgrove (Board Secretary)

**In Part Attendance:** O Hall (Executive Director Ōritetanga, People, Culture & Learner Services), S Smart (Executive Director Programmes and Delivery), D Hemera (Risk Manager), T Zawodny (Programme Manager), S Krammer (President of SANITI)

**1. Welcome, Karakia and Apologies**

The meeting opened with a karakia. The Chair advised that K Grant would be delayed.

**2. Declarations of Interests and Disclosures**

T Grant advised she was no longer a member of the Tasman District Council Port Tarakohe Governance Steering Group. It was agreed that the Nelson Polytechnic Educational Society membership, that applied to all Board Directors, should be included on the Register and that the CEO's interests in ECampus (as Director and Chairperson) should also be added.

**3. Administrative**

3.1 Minutes of NMIT Board Meeting 16 August 2021 – Open

**RESOLVED:**

**That the minutes of the NMIT Board Meeting 16 August 2021 – Open - be confirmed as a true and accurate record.**

3.2 Action Items of NMIT Board Meeting – Consolidated  
Noted.

**4. SANITI Report**

There was some uncertainty noted in relation to the Hardship Fund for Learners Funding (HAFL) and recent reports in the media were referenced.

B Johnston clarified the structure of this funding and the amounts that had been allocated in terms of monthly amounts. He confirmed further work would be undertaken to better qualify the financial status of funds held.

**RESOLVED:**

**That the SANITI Report be received for information.**

## 5. RESOLUTION TO EXCLUDE THE PUBLIC

### **RESOLVED:**

1. That members of the public and press be excluded from the remainder of the meeting and that the NMIT Board move In-committee.
2. Furthermore, NMIT resolves that the Chief Executive, Board Secretary (full attendance), Executive Directors (part attendance), Programme Manager (attendance for item 11.1) and Risk Manager (attendance for items under part 10.) be permitted to remain at the meeting after the public have been excluded because of their specific knowledge in relation their respective subject matter expertise. This knowledge will be of assistance in relation to the matters to be discussed.

Resolutions 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:

Item No.	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.	Minutes of NMIT Board Meeting – 16 August 2021  Action Items	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)(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  Section 9(2)(a) of the Official Information Act – to protect the privacy of natural persons, including that of deceased natural persons	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 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)

		Section 9(2)(j) of the Official Information Act - enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
7.	E-Campus	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 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)
8.	Annual Budget 2021/2022		
9.	Te Pūkenga Operating Model Proposal	<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) 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 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)
		Section 9(2)(i) of the Official Information Act – enable the	That the public conduct of this item would be likely to result in the disclosure of information for

10.	<p>Risk Management:</p> <p>10.1 Risk Appetite</p> <p>10.2 Risk Management Function</p> <p>10.3 Risk Report Update and Register</p> <p>10.4 Other (verbal) A&amp;R Committee Updates</p> <p>10.5 Complaints and Misconduct Report</p>	<p>organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.</p> <p>Section 9(2)(j) of the Official Information Act - enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations</p> <p>Section 9(2)(b)(ii) 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)(a) of the Official Information Act – to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>which good reason for withholding would exist under section 9 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)</p>
11.	<p>Strategy and Performance:</p> <p>11.1 Strategic Projects Update</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)(b)(ii) protect information where the making</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 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)</p>

	11.2 Chief Executive's Report  11.3 Management Accounts  11.4 KPI Report	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.	
12	Review of Policies:  12.1 Investment Policy	Section 9(2)(b)(ii) 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 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)
13.	For Information:  13.1 Health, Safety and Wellbeing 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	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 of the OIA noting Te Pūkenga (and its subsidiaries) is specified, in Schedule 2 of LGOIMA, as a body to which Part 7 LGOIMA applies)

*The meeting moved into a public excluded session at 12 pm, resumed in a public session at 4.16 pm and confirmed that the resolution to approve its Investment Policy and the associated document be released in the public session.*

The minutes relating to the Public Excluded Agenda are set out in the Schedule to these minutes.

**15. Schedule of Meeting Dates 2022 for Publication**

It was noted the Remuneration and Appointments Committee would usually meet twice a year, around May and September.

**RESOLVED:**

**That the NMIT Board approves the Schedule of Meeting Dates 2022 for public notification.**

**16. Items for Information:**

**16.1 Common Seal Report**

**RESOLVED:**

**That the Common Seal Report to 31 August 2021, be received for information.**

16.2 Te Pūkenga Updates – Minutes from Meetings June/July 2021

**RESOLVED:**

**That the Te Pūkenga Updates – Minutes from Meetings June/July 2021 be received for information.**

16.3 Academic Committee Updates – July to September 2021

**RESOLVED:**

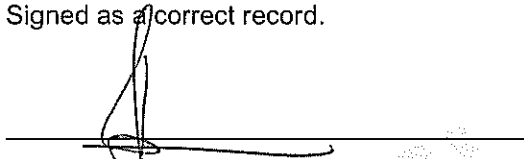
**That the Academic Committee Updates – July to September 2021 - be received for information.**

**17. Karakia Whakamutunga**

The meeting closed with a karakia at 4.19 pm.

Dated: 22/11/21.

Signed as a correct record.



**Chairperson**