

MEETING SUBJECT:	Minutes from the Governing Council Hui Teaching Council   Matatū Aotearoa
DATE OF MEETING:	24-25 May 2023
TIME OF MEETING:	13.02-17.25 on 24 May and 08.29-15.04 on 25 May
VENUE:	Teaching Council Office – Wellington and Microsoft Teams
ATTENDEES:	<p>Robyn Baker (Tiamana   Chair), Ripeka Lessels (Tiamana Tuarua   Deputy Chair), Dagmar Dyck (13.02-16.38 on 24 May), Elg Anderson, Fiona Ell, Hongyu (Carol) Cheng, John Tait, Karen Coutts, Lorraine Carr, Melody Stuckey, Mike Connor, Pat Newman, Patrick Walsh (08.55-13.43 on 25 May)</p> <p>Lesley Hoskin (Tāhūhū   CE, attended on 26<sup>th</sup>), Clive Jones (Tātai Heke Ratonga Mahi   DCE Operational Services), Pauline Barnes (Tātai Heke Ngaio   DCE Professional Services), Tamahau Rowe (Tātai Heke Māori   DCE Māori; 13.25-16.21 on 24 May, 08.46-10.49 and 14.05-15.04 on 25 May) and Sanja Antonijevic (Governance Advisor)</p>
PRESENTERS:	<p>██████████ (Principal Tikanga Advisor; 13.25-15.05 on 24 May)  Ian McEwan (CFO; 15.45-16.40 on 24 May and 10.24-10.49 on 25 May)  ██████████ (Lead Lawyer; 10.47-11.42 and 12.29-14.27 on 25 May)  Jayne Franklin (Manager Teacher Competence and Collaboration), Sharon Coulton (former Manager Professional Responsibility), ██████████ (Lead Policy Analyst) joined 12.29-14.27</p>
EXTERNAL ATTENDEES:	<p>██  (11.00-11.30 on 25 May)  ██████████ (Senior Solicitor, ██████████; 12.29-14.27)</p>
APOLOGIES:	<p>Patrick Walsh (on 24 May and 13.43-15.04 on 25 May)  Dagmar Dyck (16.38-17.25 on 24 May and 10.47-15.04 on 25 May)  Pauline Barnes (11.30-12.29 on 25 May)</p>

## 1. Meeting opening

The meeting was opened at 13.02 on 24 May with a karakia by John Tait.

The Council noted the apologies from Patrick Walsh on 24 May.

Pat Newman joined at 13.04 and Karen Coutts at 13.05.

Ripeka Lessels whakatau Carol Cheng.

The Executive and the Governance Advisor left the meeting for the in-committee, then the CE joined the in-committee during 13.15-13.21.

During the in-committee session the HR&R Committee gave an update on the KPIs negotiated with the CE for 2023.

The meeting was reopened for the Executive and the Governance Advisor from 13.23; DCE Māori and Principal Tikanga Advisor joined at 13.25.

## 2. Strategy

### 2.1. Tangata Whenua & Tangata te Tiriti

The Chair opened the agenda item with an overview of the current Strategic Plan.

The Council noted the three agenda items over 24 and 25 May that would feed into strategy and have implications on the future strategic priorities: themes from ISTP, the international education conference; budget; and the Teaching Council's Te Whare concept.

The DCE Māori commenced the session with a karakia and provided an overview of the recent powhiri to kuia Niwa Iterangi Short and the front-of-house karakia, which occurred with a presence of Taranaki Whanui and Te Ati Awa.

**Action GC20230524/2a: Send PowerPoint presentations used at the session to Council members.**

The Council noted the redesigned Te Whare o Te Matatū Aotearoa | The House of the Teaching Profession of New Zealand, a place for every qualified, registered teacher that makes up the teaching profession in Aotearoa. The Council noted that Te Whare was a space where manuhiri | guests and akōnga | learners are welcomed, cared for and served.

The DCE Māori provided an overview of the new design of Te Whare, which was achieved in collaboration with a master carver from Nelson. The Council noted their new place within Te Whare, a tahuhu | backbone of the house, the foundational positioning of the values | kaupapa and the place of the teaching profession (pou whare).

The Council discussed the benefits of the concept to understand and share one korero about the Teaching Council and noted that the concept will be shared with the Pacific Education Steerage Group.

The DCE Māori provided an update on collaboration with Te Akatea ( New Zealand Māori Principals Association).

The Council noted that the principles of te Tiriti o Waitangi, as articulated by the courts and the Waitangi Tribunal, provide the framework for the implementation and meeting te Tiriti obligations.

The Council noted the principles that apply to the work of the Teaching Council:

- Tino rangatiratanga: The guarantee of tino rangatiratanga, which provides for Māori self-determination and mana motuhake in the design, delivery, and monitoring of health and disability services.
- Equity: The principle of equity, which requires the Crown to commit to achieving equitable health outcomes for Māori.
- Active protection: The principle of active protection, which requires the Crown to act, to the fullest extent practicable, to achieve equitable health outcomes for Māori. This includes ensuring that it, its agents, and its Treaty partner are well informed on the extent, and nature, of both Māori health outcomes and efforts to achieve Māori health equity.
- Options: The principle of options, which requires the Crown to provide for and properly resource kaupapa Māori health and disability services. Furthermore, the Crown is obliged to ensure that all health and disability services are provided in a culturally appropriate way that recognises and supports the expression of hauora Māori models of care.
- Partnership: The principle of partnership, which requires the Crown and Māori to work in partnership in the governance, design, delivery, and monitoring of health and disability services. Māori must be co-designers, with the Crown, of the primary health system for Māori.

Principal Tikanga Advisor presented on the practical application of te Tiriti principles and critical te Tiriti Analysis at the Teaching Council (e.g., internal process review, self-assessment of staff).

The Council acknowledged the DCE Māori and the Principal Tikanga Advisor and noted that information provided will feed into the strategic thinking.

**Action GC20230524/2b: Te Whare design to be brought for approval after it is finalised and ensure continuity of the process with the next Governing Council.**

Principal Tikanga Advisor left at 15.05. The meeting paused for afternoon tea 15.05-15.17.

## 2.2. International Summit on the Teaching Profession

The Deputy Chair provided an update from the OECD-run International Summit on the Teaching Profession she attended as a New Zealand delegate with the Minister of Education and other union members during 26 and 27 April. The Council noted that 22 countries attended the summit, where mutual challenges were discussed within different jurisdictions.

**Action GC20230524/2c: Deputy Chair to share New Zealand's commitments from the summit with the Council.**

DCE Māori joined at 15.25; Pat Newman left at 15.30.

The Deputy Chair provided an overview of the topics the Minister discussed at the summit (e.g., ITE, PGC, Mātauranga Māori) and noted that New Zealand was well placed with its plan for the indigenous people.

The Council discussed how Mātauranga Māori can contribute to the global citizen engagement, system shift, climate change and elevate the teaching profession.

The CFO joined and Fiona Ell left at 15.45.

## 3. Draft Budget 2023/24

The Chair provided an overview of the agenda item and its continuation on 25 May.

The CE summarised the Council's business and planning cycle with roles and responsibilities of the Council and the management. The Council noted the correlation between strategy, budget and business plan and its dependence on the triennial costing model (i.e., fee and levy were set for a three-year period).

Fiona Ell re-joined at 15.59.

The Council discussed any risks and opportunities in the triennial period and the impact of the current and future government decisions, professional environment, and resource and financial considerations on the strategic direction and operation of the Teaching Council. In an environmental scan the Council identified the following possible areas of impact and influence over the next year:

- General elections and a potential change of government: where will the focus on the place of Māori be and how will our work be supported?
- Collective bargaining
- Migration of teachers
- Cost of living
- Teaching staffing pressures
- Aging population
- Financial viability for ECE profession (e.g., 20 hours free to two-year-olds)

- Centres closing
- School attendance
- ITE student numbers and shifting focus of the ITE providers
- Te matai aho (e.g., ITE will need to equip new teachers with new skills; ITE may not be willing/have energy to do a full review of their programme in line with the changes)
- Potential change of direction regarding te Tiriti obligations
- Declining number of male teachers
- Teacher wellbeing and unwillingness to move into leadership roles
- Parents' litigations
- Mentoring of leaders
- Neurodiversity
- Artificial intelligence
- Climate change
- Indigenous research: DCE Māori attending an indigenous research conference next week
- Response to KKM Waitangi Tribunal claim
- Te Pae Roa: priorities for Māori Medium
- Ka Hikitia and Tau mai te reo (i.e., what do they look like in your space and how do we use them as levers for change)
- Decreased engagement in sports and the arts
- Skills to work with children who have experienced trauma (trauma-informed practice)

The CFO informed the Council on the costing model approved by the previous Council in 2021, which was the basis for the current fee and levy. The Council noted a minor change to the revenue budget, current expenditure pressures, savings commitment over the three years and a capital budget.

DCE Māori left at 16.21.

The Council discussed the ongoing workforce pressure at the Teaching Council and the CE's mitigations (e.g., hiring temporary staff), the financial impact of the number of teachers renewing practising certificates and students graduating, and were assured that the management's revenue and cost modelling allows for some variation without having a significant impact on the sustainability of the organisation.

The Council discussed the impact of the workforce and financial pressures to the customer service and reputation, and the importance of accurately identifying a problem.

Dagmar Dyck left at 16.38.

The Council thanked the staff and they left at 16.40.

## 4. Governance

The Council went into second in-committee at 16.40 and discussed issues raised in their recent self-evaluation

The hui adjourned at 17.25.

### 1. Karakia

The meeting started at 8.29 on 25 May with a karakia led by John Tait.

Karen Coutts joined at 08.30; Dagmar Dyck at 08.31.

## 2. Meeting opening

### 3.1 Apologies

The Chair informed that Dagmar Dyck, Patrick Walsh and DCE Māori would attend the meeting sporadically.

### 3.2 Interest Register

The Council noted the Interest Register was up to date and that any conflict of interest would be managed appropriately.

### 3.3 Minutes from prior hui

Minutes from the hui on 27 April 2023 were taken as read, and the Council **approved** them as a true and accurate record of the meeting pending a typo amendment.

### 3.4 Action List

The Council **noted** the Action List and updated actions as follows:

GC20230223/6d: addressed in the CE's Report and remains open;

Actions GC20221124/8a (completed on 24 May), GC20230427/4b (included in the CE's Report), GC20230427/5a (risk review in November) and GC20230427/7a were closed.

## 3. Organisational Performance

### 3.1 Chief Executive's (CE) Report

The report was taken as read.

The Chair acknowledged the importance of the two items highlighted by the CE and provided an overview of the themes to be discussed further.

The Council noted a third anniversary of Hapori Matatū (online applications system), a start of which coincided with New Zealand's first lockdown, and its impact on the organisational sustainability and a collective reduction in carbon footprint by around 60,000 kg CO<sub>2</sub> (i.e., by eliminating 110k envelopes and million pages of A4 paper).

The Council noted that the overarching approach and better understanding of climate change would be required, [REDACTED]

DCE Māori joined at 08.46.

The DCE Māori advised that on 31 May he would be attending the first Tāngata Whenua Alliance and Indigenous Research Network wānanga in Turangi where current research for climate change and models for guidelines would be discussed.

The DCE Māori provided an update on the Waitangi Tribunal hearing (i.e., Wai 1718) with ITE-related concerns being within Teaching Council's interest, which occurred during 8-10 May 2023.

Patrick Walsh joined at 08.55.

The CE provided an overview of the government process in an electoral cycle in anticipation of the general elections on 14 October. The Council noted the limited government decision-making by the 'caretaker convention', expectations of public servants as outlined by the Public Service Commission and the Teaching Council's adherence to the principles of political neutrality.

Action GC20230525/3a: Share presentation prepared for staff with guidance on political neutrality.

The CE provided an update on Rauhuia, ethical boundaries, ITE and the movement in the number of ITE students (especially ECE).

Action GC20230525/3b: Include deep dive into ITE on one of the next meeting's agenda.

The Council noted a high impact of the recent government budget announcement on the ECE sector.

Action GC20230525/3c: Include ECE sector concerns on the next meeting agenda.

The Council noted an update on Connected Ako: Digital and Data for Learning, a strategy for education agencies, and the potential impact of the technology on the teaching profession, an area to be explored in the next strategic plan as a statutory function of the Teaching Council.

The Council acknowledged great engagement by the CE with a diverse range of stakeholders.

### 3.2 Health, Safety and Wellbeing Report

The Council noted the report and the upcoming improvement in reporting.

### 3.3 Issues Register

The Council noted the changes to the reporting, as requested at the previous meeting [REDACTED]

### 3.4 Policy dashboard

The Council noted the policy dashboard for May and the changes from the previous month.

The Council noted that the Teaching Council is planning for the next Briefing to the Incoming Minister after the general elections.

### 3.5 Communications

3.5.1. The Council noted the Communications dashboard for April and a range of system changes (Hapori Mātatu upgrade, PR upgrade) over the month.

The Council noted a high number of calls to the Contact Centre and further actions taken to improve the customer service.

#### 3.5.2 Media Report

The Council noted the Media Report for April, which were mostly positive for the work of the Teaching Council.

The hui paused for morning tea 10.10-10.24. The CFO joined at 10.24.

## 4. Risk, Audit and Finance

### 5.1 Update from RAF Committee

The RAF Chair provided an update from the RAF meeting held on 23 May.

The Council noted the Committee's recommendation to approve draft Budget 2023/24 due to its financial modelling being consistent with the three-year model approved by the previous Governing Council. [REDACTED]



**DECISION GC20230525/4a: The Council approved draft budget 2023/24.**

The Council:

- i. **Noted** that the Council has prepared an operating budget consistent with the costing model (the model) used to set the fees and levies for the three-year period 2022/23 to 2024/25.
- ii. **Noted** that the model for 2023/24 estimated revenue of \$19.812 million.
- iii. **Noted** that the model for 2023/24 estimated operating expenditure of \$18.844 million.
- iv. **Noted** that the Council agreed to additional savings during the consultation with the profession, which targeted savings of \$0.390m in year two (2023/24) of the triennial period, which reduced the operating expenditure budget to \$18.454 million.
- v. **Noted** that the operating deficit for the 2022/23 financial year is expected to be less than the approved deficit budget of \$0.699 million.
- vi. **Agreed** that the additional savings target of \$0.390 million for 2023/24 is brought forward to the 2022/23 financial year. Savings brought forward would be limited to the amount that the actual deficit is less than the approved budget for the current financial year.
- vii. **Noted** that the strategic initiatives project budget available for allocation in FY2023/24 is \$0.500 million excluding crown funded leadership activities.
- viii. **Noted** that crown funding for leadership activities of \$500k is ring-fenced and that any unused leadership funding from 2022/23 will be carried forward to 2023/24.
- ix. **Noted** that the fees and levy set in 2022 have been based on the expected volume of applications over the three-year period 2022/23 to 2024/25. As annual application volumes vary by +/- 15% over each three-year cycle there will be varying annual surpluses or deficits over the three-year period, but an overall break-even position is expected. 2023/24 is a peak year for application volumes and is the only year in the cycle where a surplus is forecast.
- x. **Noted** that funding from government for Hapori Matatū is \$0.979 million per annum which covers licensing costs (billed in USD and subject to fluctuation due to exchange rates and contractual increases) and allows for some ongoing investment in development of the platform.
- xi. **Noted** that capital expenditure is funded from depreciation and amortization of the Council's existing assets.
- xii. **Updated** the Governing Council on the proposed FY2023/24 operating and capital budget at the May Council meeting.
- xiii. **Recommended** that the Governing Council approves the 2023/24 operating revenue budget of \$19.942 million.
- xiv. **Recommended** that the Governing Council gives in-principal approval of the 2023/24 operating expenditure budget of \$18.974 million, subject to reduction if the 2022/23 deficit cannot absorb all the planned 2023/24 savings.
- xv. **Recommended** that the Governing Council approves the capital expenditure budget of \$201,000.

The Council thanked the management.

#### 4.1.1 Financial Reports – April

The RAF Chair provided an overview of the financial reports for April, which RAF discussed in detail at their meeting.

The Council discussed and noted an update on savings, project variances, Chatbot implementation, project management, debt and reserves.

#### 4.1.2 Audit and Assurance

The CFO provided an update on the upcoming insurance renewal, which would be presented to the Council for approval in June.

#### 4.1.3 Risk Register – May

The Chair opened the item reflecting on the environmental scan by the members on the previous day.

The CFO provided an update on a possible additional control to Risk 4 and the potential rescoring of Risk 5 in July.

#### 4.1.4 Cybersecurity report

The Council noted a more streamlined format of the report, with additional features being added per RAF Committee’s request. The Council noted that all the actions from the report, as proposed by Axenic in 2021, would be completed by 30 June, which provided assurance on the maturity of the organisational preparedness.

Dagmar Dyck, CFO and the Executive left by at 10.49. Lead Lawyer joined at 10.47.

### 5. Items for Decision

5.1 [Redacted]

5.2 [Redacted]

### 6. Strategy and evaluation

#### 6.2 Stakeholder meetings and events

The Council discussed the key takeaways from the meeting with Minister Tinetti on Monday 22 May and the importance of maintaining a professional relationship. The Council agreed that the meeting went well, and that in a short timeframe, the Council managed to raise several issues of concern.

**DECISION GC20230525/6:** Following the agenda item 2.1 on 24 May, the Council approved Te Whare o te Matatū design as presented by the DCE Māori.

The hui paused for lunch 11.59-12.29. Jayne Franklin, Sharon Coulton, [Redacted] joined at 12.29.



## 5. Items for Decision (cont.)

### 5.3 Teaching Council Rule Changes 2023: Feedback and Rule options

The Chair acknowledged the in-dept work of the staff, with a clear analysis and rationale provided, balanced with the received feedback from the stakeholders and legal advice.

Mike Connor re-joined at 12.31.

The Council noted the introductions, the background and overview of the Rule process.

John Tait left at 12.41.

The Council were presented draft wording of the Teaching Council Rules and the following was agreed:

#### DECISION GC20230525/5b:

- Rules 11, 11A and 11B were approved, noting the importance of external communication
- Rules 24, 15, 17A, 35A, 47, 17, 29, 44, 45, 40 to 43, 31, 34, 3, 4, 4A, 8, 9, 11B, 12, 17, 18, 20, 20A, 20C, 20D, 25A, 38, 40, 41, 61, 62, 63, 63A, Part 3, 11B(3), 45, 64, 9(1)(B) were approved
- Rules 14(4) and 61 were approved, noting the Council's agreement to include reference in rule 14(4) and 61(2) to Kaupapa Māori education philosophies such as Te Aho Matua.
- Rule 18 was approved, noting the importance of transparency of the CAC decisions.
- Rules 42, 39, 28, 46, 52, 56, 58C were approved to be revoked.

John Tait re-joined at 13.27; Patrick Walsh left at 13.43.

Action GC20230525/5b: Rule 24 prioritisation of workstream phases to be reviewed and brought back to the Council.

Action GC20230525/5c: The intent and wording of Rule 12 to be reviewed before the Council makes a decision on 6 June.

The Council agreed on the proposed policy to consider the option of introducing a policy of seeking feedback from those who have been involved in our processes.

The Council asked for further information on some of the Rule changes and agreed to meet on 6 June to finalise the decision and thanked the team for their mahi.

Jayne Franklin, Sharon Coulton, [REDACTED] left at 14.27.

## 6. Strategy and evaluation (cont.)

### 6.2 Stakeholder meetings and events (cont.)

The Acting SSEC Chair provided an update from the SSEC meeting on 23 May and thanked the staff for their effort.

The Council noted the Teaching Council's collaboration with Clemenger BDO and The Research Agency (TRA), which aims to provide advice about ways to enhance Council's stakeholder engagement and communications.

## 7. Governance

### 7.1 Committee membership 2023/24

The Council noted that the Chair and the Deputy Chair would be proposing committee membership for 2023/24, in agreement with the terms of reference and the endorsed approach to rotate members to ensure equal opportunities across the Council at the June meeting.

**Action GC20230525/7a: Council members to send their nominations for committee membership to the Chair by 19 June.**

The Council noted that there was an indication of re-convening the Inclusive Education Advisory Group due to the alignment with the Strategic Plan's project regarding the Inclusive Education Capability Framework for teachers. The Chair proposed that Karen Coutts chairs the group and Dagmar Dyck attends on behalf of the Council.

The Council noted that Carol Cheng will remain the Chair of RAF, Dagmar Dyck the Chair of Pacific Education Steerage Group (PESG) and Karen Coutts a Council representative at the PESG.

The Council acknowledged that RAF and HRR committees are standard governance committees, and that ad-hoc committees, like SSEC, could be established as required.

## 8. Any other business

The Deputy Chair appreciated the session led by the DCE Māori on 24 May and noted the importance of demonstrating the organisational values in their role as the Council members.

The Chair provided an update from the in-committee on 24 May and the self-evaluation of the members.


One theme was the need for potential members to know more about the work of the Teaching Council and the role of a Council member as a governor prior to the commencement of the role. Another was the need to share information on the organisation and the role with the key stakeholders prior to the elections.

## 9. Karakia

The hui ended with a karakia by John Tait at 15.04.

Signed:

Approved by the Governing Council on 29 June 2023

  
Robyn Baker, Chair