

Minutes of the Governing Council meeting

KAUPAPA SUBJECT:	Governing Council Hui		
RĀ DATE:	Thursday 31 October 2024		
WĀ TIME:	9:00am–2.45pm		
WĀHI VENUE:	Teaching Council office, Wellington		
MANATŪ KAUNIHERA GOVERNING COUNCIL ATTENDEES:	- Robyn Baker (Pou Whakarae Chair)	- Dagmar Dyck	- Elg Anderson
	- Ripeka Lessels (Pou Whakarae Tuarua Deputy Chair)	- Karen Coutts	- Lorraine Carr
	- Fiona Ell	- Carol Cheng	- Patrick Walsh (online)
		- Pat Newman	- John Tait
KAIMAHI STAFF ATTENDEES:	- Clive Jones (Acting Chief Executive Pou Kaiāwhā)		
	- Pauline Barnes (Deputy Chief Executive Pou Kaiāwhā)		
	- Tamahau Te Rau (Deputy Chief Executive Pou Kaiāwhā)		
	- ██████████ (Lead Governance Advisor)		
	- ██████████ (Senior Advisor), ██████████ (Principal Tikanga Advisor) – for item 4.1		
	- Michael Thorn (Manager, Policy), ██████████ (Chief Education Advisor), ██████████ (Lead Analyst) and ██████████ (Senior Policy Analyst) – item 5.1 & 5.2		
	- Sharon Coulton (General Manager Relationship Management and Pathways) – item 7.1 & 7.2		
WHAKAPĀHA APOLOGIES:	- Lesley Hoskin (Tumu Whakarae Chief Executive)		
	- Melody Stuckey		
	- Mike Connor		

John Tait opened the meeting with a karakia.

1. In-committee

The Governing Council had In-Committee time.

2. Opening items

2.1 Apologies

The Council noted apologies from Melody Stuckey and Mike Connor.

2.2 Interest Register

The Council noted the Interest Register and the Chair reminded members to send any changes to the Governance Advisor to update the register.

2.3 Minutes from previous hui

The minutes from the Governing Council meetings on 26 September 2024 were approved as a true and accurate record.

DECISION GC20241031/2a: The Council approved the minutes from the meeting on 26 September 2024 as a true and accurate record of the meeting.

2.4 Action List

The Council noted the Action List and discussed updates on the open action items.

3. Organisational Performance

3.1 Chief Executive's Report

The Chief Executive's report was taken as read. The Council Chair provided some preliminary comments to frame the discussion, reiterating:

- the importance of building a collective understanding of external developments and the ongoing impact on our work.
- the competing priorities of our investment to maximise the impact of our work and influence over the next year and to set the next Governing Council up for the future.
- the role of the Council to support the profession in context of our values, strategic priorities and the legislation, and to oversee the work programme of business as usual and strategic activities.
- the importance of succession planning to ensure the next Governing Council have a strong work programme and a strong financial position to build from.

The Council noted/discussed the following:

- the ongoing work in the ITE space in adapting to and supporting system change.
- [REDACTED]
- the Prime Minister's upcoming apology to survivors of abuse in care and specific work underway by the Teaching Council with survivor representatives.
- the Teaching Council's campaign for World Teachers Day on 5 October and plans for celebrating Aotearoa New Zealand's Teacher's Day on 1 November 2024. Council members shared positive anecdotal feedback that the World Teachers Day campaign was well received.

Council members raised workforce matters as part of general discussion, including:

- the need for incentivisation around recruitment of new teachers and the opportunities to build on how people are inducted into (and mentored) through the profession.
- the workforce supply summit held earlier this year looking at how to address workforce challenges and achieve a joined-up approach to workforce issues across the sector (noting the Ministry of Education (MoE) has the responsibility around workforce planning).
- the sector's need to have additional staff to cover the entitlements of non-contact time.
- the changing demands in the classroom as an important aspect of the workforce issue.

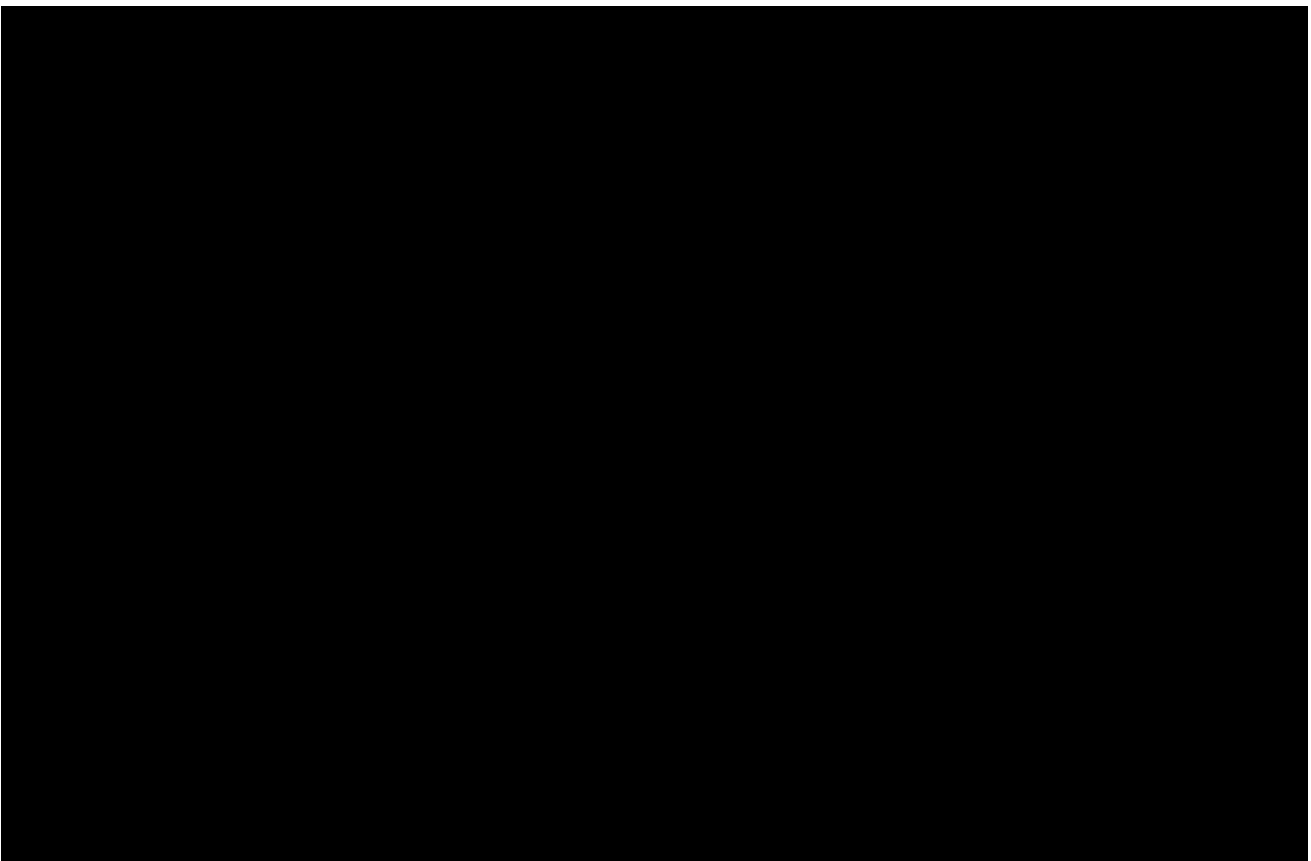
Council members noted the update on the Language Competency policy in the Chief Executive's report and a query was raised about the approach being taken to communicating the change, especially to the Pacific community. More information was also requested regarding the setting up an expert group to develop a new Pacific Languages Pathway. It was noted that information on these two matters will be provided in November's Chief Executive's update.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



3.3 Issues Register

The Council received the Issues Register and noted the new items added since last month.

Members noted the items recommended for closing and queried the write-off of debts outlined in item #6. Council members asked for the status of item #6 to be retained as open until further information has been provided by management.



3.4 Performance Dashboard

The Council noted the performance dashboard and discussed the benefits of adding a table to the dashboard which displays movement in the number of cases each month.

ACTION GC20241031/3b: Management to consider adding a comparison table to show movement in the number of Professional Responsibility cases each month.

3.5 Communications Dashboard

The Council noted the Communications dashboard and discussed the trends.

3.6 Health, Safety, and Wellbeing Dashboard

The Council noted the Health, Safety and Wellbeing dashboard and discussed the reporting around staff wellbeing. DCE Tamahau Te Rowe updated that Wellbeing Week activities are planned for November.

4. Items for Discussion



5. Items for Discussion

5.1 Results of the ITE consultation on maths entry requirements

The Council Chair recapped that in August the Governing Council approved consultation with the profession on a proposal to require that candidates for English medium primary sector initial teacher education (ITE) programmes must demonstrate competence in mathematics (NCEA Level 2 or above, or a recognised equivalent).

The Council noted the consultation summary and discussed the feedback received. It was discussed that there was broad support for an entry requirement, noting concerns raised from the profession regarding workforce and support for ITE providers.

DCE Pauline Barnes noted there is work underway to confirm the ongoing use of the prescribed assessment tool. Accordingly, the Council agreed to add the addition 'for 2025' to the wording of recommendation 7.

DECISION GC20241031/5a: The Council approved recommendations 1 to 11 as set out in the paper with the addition of the words 'for 2025' to recommendation 7 – “Agree to designate the numeracy component of the Literacy and Numeracy for Adults Assessment Tool (LNAAT) developed by the Tertiary Education Commission (TEC) as the assessment tool for 2025.”

5.2 Fees for ITE monitoring, review and moderation (English medium)

The Governing Council noted the information about costs associated with Teaching Council functions to undertake monitoring, reviews, audits, and special reviews of ITE providers' programmes.

The Council noted the summary of the ITE sector feedback and approved the new schedule of fees.

DECISION GC20241031/5a: The Council approved a new schedule of fees for monitoring, review, audit, and special review services the Teaching Council provides to ITE providers.

6. Finance

6.1 Finance Reporting

DCE Tamahau Te Rau provided a contextual overview of the financial reports for the period ending 30 September 2024, noting:

- fees and levy income has been greater than budget during the first quarter [REDACTED]
- we are looking to undertake a specific forecast on fees and levy income to bring to the Governing Council in February meeting (in addition to regular forecasting in November and April) to provide a clearer picture of whether the additional fee and levy income in Q1 FY2024/25 is permanent or a timing issue.
- interest rate changes and fewer vacancies means we are implementing new internal cost controls and cost monitoring approaches.

The Council noted and discussed the financial reports with specific points of discussion being:

- [REDACTED]
- the debtor summary report and the treatment of debt.
- the use of 'consultants' and the risk management aspects of consultancy costs.
- updates on the audit process.

The Chief Financial Officer (CFO) updated that the auditors have started and are in the early stages of their audit process.

The CFO noted that final clearance for the audit report is 2 December 2024. The intention will be at the November hui for the Governing Council to provide signing authority to the Council Chair and the RAF Committee Chair subject to no changes, or for an out-of-cycle approval of the Annual Report to be done if significant changes are required based on the auditor's findings.

It was noted we have taken the precaution of getting an extension from Charities Services until the end of January to lodge the Council's annual return.

6.2 Draft Annual Report

The Council noted the draft Annual Report.

The Council Chair asked members to provide any comments and feedback back to the Council Chair and Governance Advisor as soon as possible.

6.3 Risk Register

The Council noted that the Risk, Audit, and Finance (RAF) Committee reviewed the Risk Register at its meeting on 24 October 2024 and discussed management's review of the likelihood and impact of risks 2, 3, and 4 on the risk register. Key points discussed were:

- Risk 2:

- there is increased uncertainty [REDACTED] and the likelihood of this risk eventuating is greater than the current rating of 'Probable'. Increasing the likelihood rating to 'Likely' will increase the risk score to 21, which is still an overall risk rating of 'High'.
- Risk 3:
 1. [REDACTED] remains and as such the likelihood rating for risk 3 should stay unchanged.
- Risk 4:
 - [REDACTED]
 - [REDACTED]
 - [REDACTED]
 - The Council has prioritised addressing risk 4 in the new Strategic Plan and we are undertaking a significant work programme to deliver on our new vision to 'Enhance the mana of teaching, so teachers can change lives'. With the work underway supporting this priority, the likelihood should remain at 'Likely'.
- The impacts for all three risks are appropriately rated as 'Significant' and do not require changing.

DECISION GC20241031/6a: The Governing Council agreed with the recommendations from RAF and approved:

- a. the impact ratings for Risks 2, 3, and 4 remain unchanged at 'Possible'.
- b. the likelihood of Risk 2 should move from 'Possible' to 'Likely', which increases the overall risk score to 21.
- c. the likelihood of Risk 3 and Risk 4 are unchanged and remain as 'Possible'.
- d. Risk 4 is amended to reflect the agreed wording: [REDACTED]

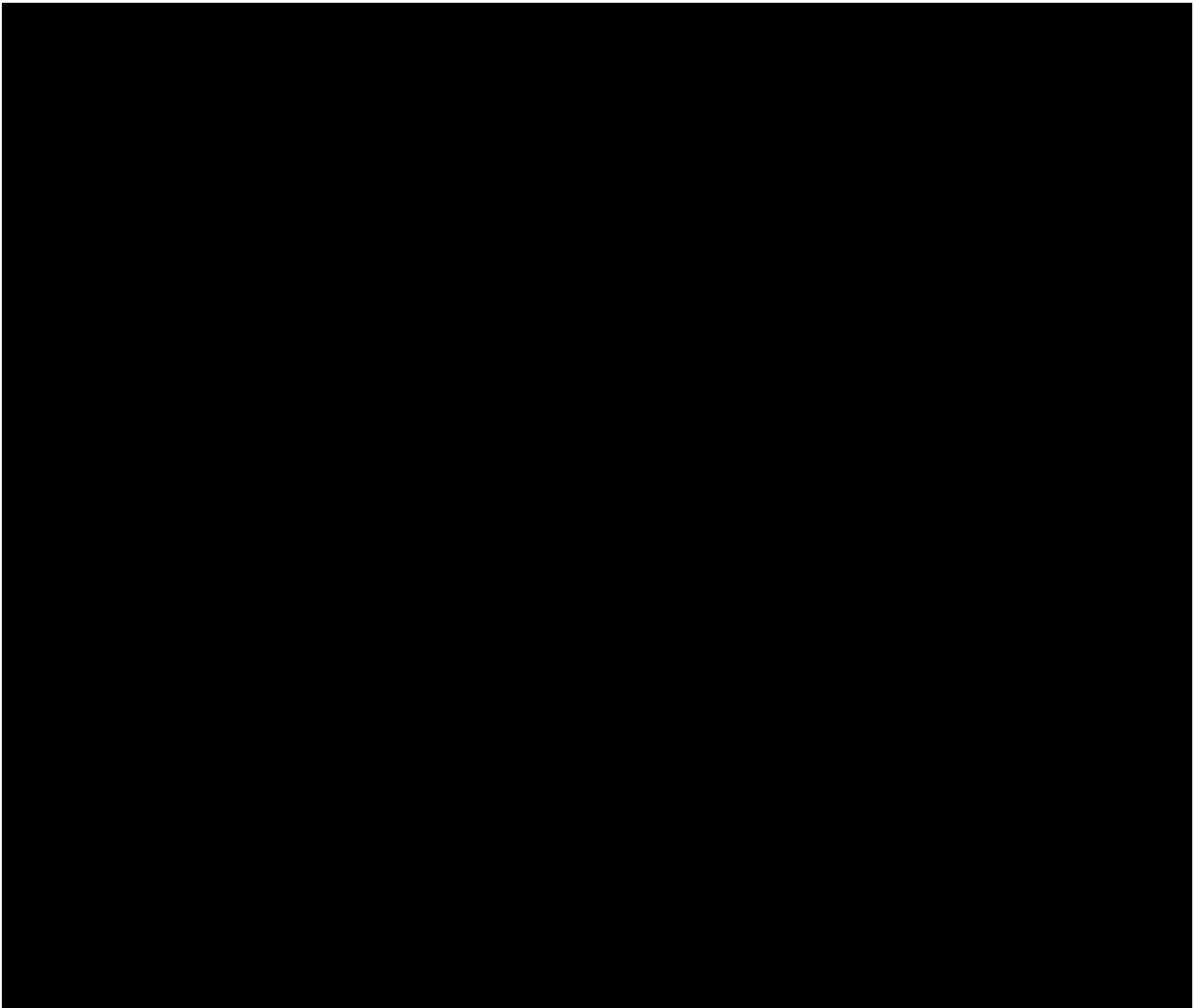
[REDACTED]

[REDACTED]



5.3 Business case for investment in Digital Stakeholder Engagement

Paper not discussed and discussion deferred until November's Governing Council hui.



7. Strategy, Engagement and Evaluation

The Council Chair recorded the Council's thanks to the Teaching Council for the promotion of World Teachers Day and the plans to mark NZ Teachers Day on 1 November.

7.1 Election promotion – verbal update

General Manager Sharon Coulton updated members on election promotion activities noting that we are now in the nomination phase of the timeline. It was noted that the Teaching Council will continue to use its communication channels and networks to promote engagement with the elections, encouraging both nominations of candidates and participation in voting.

It was noted that a number of methods have been used to boost engagement including the videos done by Governing Council members which had received a good response as part of the awareness phase across the different sectors.

Members provided feedback on engaging with their respective sectors and noted that Council members will be kept informed of progress as appropriate between now and election day.

7.2 Engagement Tracker

The Council noted the highlights and planning to date for upcoming stakeholder engagement, including the addition of inclusive education engagements.

8. Governance

8.1 Te Taurima Terms of Reference

The current Terms of Reference for Te Taurima committee was tabled with no suggested revisions for 2024/25.

DECISION GC20241031/8a: The Council approved the Terms of Reference for Te Taurima for 2024/25.

The Council Chair noted that the Governance Charter is currently being reviewed in light of the external governance evaluation undertaken by [REDACTED] in July 2024. The revised draft Charter will be brought to the Governing Council in November for approval.

John Tait closed the meeting with a karakia.

Signed:

Robyn Baker, Chair

Approved by the Governing Council on 28 November 2024