

Tertiary Education Report: Letters for Ministerial appointments to two tertiary education councils

Date:	9 May 2019	TEC priority:	Medium
Security level:	In Confidence	Report no:	B-19-00613
		Minister's office No:	

ACTION SOUGHT		
	Action sought	Deadline
Hon Chris Hipkins Minister of Education	Note your decision to make appointments to two tertiary education councils was notified to Cabinet at its meeting on 6 May 2019; sign and send: <ul style="list-style-type: none"> letters of appointment; and letters notifying the council Chair and Chancellor about the appointments. 	
Enclosure: Yes <ul style="list-style-type: none"> Appendix A: Draft letters to Ministerial appointees; Appendix B: Draft letters to council Chair and Chancellor. 	Round Robin: Yes/No	

CONTACT FOR TELEPHONE DISCUSSION (IF REQUIRED)			
Name	Position	Telephone	1st contact
Gillian Dudgeon	Deputy Chief Executive, Delivery	Section 9(2)(a)	
Section 9(2)(a)	Principal Advisor, Monitoring and Crown Ownership		✓

THE FOLLOWING DEPARTMENTS/AGENCIES HAVE SEEN THIS REPORT

- DPMC MPI ENZ ERO MBIE MoE MFAT
 MPP MSD NZQA NZTE TEC TPK Treasury

- Minister's Office to Complete:** Approved Declined
 Noted Needs change
 Seen Overtaken by Events
 See Minister's Notes Withdrawn

Comments:

Recommendations

Hon Chris Hipkins, Minister of Education

It is recommended that you:

1. **note** that your decision to make appointments to two tertiary education councils was notified to Cabinet at its meeting on 6 May 2019;
2. **sign** and **send** the attached letters of appointment for the Ministerial appointees (Appendix A refers); these letters include a declaration and consent form and a summary of Ministerial expectations;
3. **sign** and **send** the attached letters notifying the council Chair of Te Wānanga o Aotearoa and the Chancellor of the University of Canterbury about the appointments (Appendix B refers);
4. **agree** that the TEC release this briefing once the appointments have been made, with information containing personal information (the appendices) withheld.

AGREED / NOT AGREED



Gillian Dudgeon

Deputy Chief Executive, Delivery Directorate
Tertiary Education Commission

9 May 2019

Hon Chris Hipkins

Minister of Education

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Purpose

1. This paper provides you with the letters needed to complete the appointments to two tertiary education councils. It also provides you with letters to notify your decisions to the council Chair of Te Wānanga o Aotearoa and the Chancellor of the University of Canterbury.

Background

2. The Cabinet meeting of 6 May 2019 noted your intention to make the following appointments from 20 May 2019 to 30 April 2023:
 - Ms Keiran Horne as a member of the University of Canterbury council.
 - Ms Bella Takiari-Brame as a member of council of Te Wānanga o Aotearoa.
3. Letters to the Ministerial appointees are attached for your signature (Appendix A refers). Two documents are attached to the letters of appointment:
 - a. a declaration and consent form for the purposes of obtaining consent to the appointment, confirmation of eligibility and a declaration of any conflicts of interest; and
 - b. a summary of Ministerial expectations of all TEI council members.
4. Letters are also attached (Appendix B refers) to notify the council Chair of Te Wānanga o Aotearoa and the Chancellor of the University of Canterbury about the appointments made to their councils.
5. No letters of thanks for outgoing Ministerial appointees are required on this occasion. Letters were provided when the former council members resigned.

Appendix A: Letters to Ministerial appointees

Appendix B: Letters notifying appointments
