

Aide-Memoire: TEI councils – process for 2018 Ministerial appointments

To:	Hon Chris Hipkins, Minister of Education
From:	Tim Fowler, Chief Executive
Date:	16 February 2018
Reference:	AM/18/00087

This paper outlines a suggested approach to the 2018 Ministerial appointments

1. The paper responds to a request from your office for an approach to the 2018 Ministerial appointments to the governing councils of tertiary education institutions (TEIs) to assist you complete the process before 30 April 2018, when the majority fall due.
2. Twenty six appointments require your consideration across 17 TEIs, including three appointments carried forward from 2017 at your request.
3. Twenty appointments are due for the councils of the Institutes of Technology and Polytechnics (ITPs), including leadership positions of Chair and Deputy Chair. Many of those appointments were first made for four years in 2010 (when the ITP councils were reconstituted) and were either reappointments or new appointments in 2014. Three appointments are due in the wānanga sector, two of which are not due until the end of May or June and could be considered at a later date.¹
4. Each of the decisions, which are managed concurrently, may take several weeks to complete. We summarised your role and the appointments process in a briefing at the end of last year.² Decision-making is often an iterative process, with the names of candidates canvassed by your office with your Ministerial and caucus colleagues before you, as appointing Minister, authorise the papers for Cabinet.
5. The Cabinet Appointments and Honours Committee meets on six occasions between 28 February 2018 and mid-April. We will work with your office to quickly provide papers once your decisions are finalised.

We suggest three tranches for the appointments now due

6. To deal with the appointments as efficiently as possible, we recommend you consider these appointments in three tranches. Each tranche would cover appointments at a group of TEIs within a region and allow you to consider candidates who might be suitable for more than one of those institutions, for example the University of Waikato and Wintec.

¹ A further five appointments are due in the last quarter of 2018 and we will provide our advice nearer the time.

² B/17/00864 Tertiary education institution councils – Ministerial appointments, 17 November 2017

7. The table below sets out the proposed tranches, which could be modified during the process. Once the majority of appointments in a tranche are settled, relevant papers could proceed to Cabinet rather than be held until all decisions for that tranche are made.

Proposed tranches of appointments		
Tranche 1	Tranche 2	Tranche 3
Auckland University of Technology* Manukau Institute of Technology (MIT) Unitec University of Waikato* Waikato Institute of Technology (Wintec) Te Wānanga o Aotearoa* <i>*carried forward from 2017</i>	NorthTec Eastern Institute of Technology Universal College of Learning (UCOL) Western Institute of Technology at Taranaki (WITT) Open Polytechnic	Nelson Marlborough Institute of Technology (NMIT) Ara Institute of Canterbury Otago Polytechnic Southern Institute of Technology (SIT)

8. The appointments to Te Wānanga o Raukawa and Te Whare Wānanga o Awanuiarangi due in May and June could be added to tranches 2 or 3 if decisions have been made by that time – or dealt with after appointments in the tranches have been completed.

Next steps

9. We attach our advice in relation to Tranche 1 appointments (Appendix A) as a basis for discussion with officials, together with a summary of all 2018 appointments (Appendix B).
10. In all cases we have consulted the nominating agencies and the relevant council Chairs and Chancellors. Some have written to you and we indicate where that is the case. We would welcome an opportunity to discuss the process at our meeting on 19 February.

Tim Fowler
Chief Executive, Tertiary Education Commission

16 February 2018

Hon Chris Hipkins
Minister of Education

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S9(2)(a); S9(2)(f)(iv); S9(2)(g)(i)

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S9(2)(a); S9(2)(f)(iv); S9(2)(g)(i)

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