



Minutes of the Governing Council meeting

KAUPAPA SUBJECT:	Governing Council Hui		
RĀ DATE:	Thursday 27 February 2025		
WĀ TIME:	8:30am–3:00pm		
WĀHI VENUE:	Teaching Council office, Wellington, Teams videoconference (if required)		
MANATŪ KAUNIHERA GOVERNING COUNCIL ATTENDEES:	- Robyn Baker (Pou Whakarae Chair) - Elg Anderson - Lorraine Carr - Carol Cheng	- Dagmar Dyck - Fiona Ell - Pat Newman - Mike Connor	- Melody Stuckey - John Tait - Patrick Walsh
KAIMAHI STAFF ATTENDEES:	- Lesley Hoskin (Tumu Whakarae Chief Executive) - Clive Jones (Deputy Chief Executive Pou Kaiāwhā) - Pauline Barnes (Deputy Chief Executive Pou Kaiāwhā) - Tamahau Te Rau (Deputy Chief Executive Pou Kaiāwhā) - Ian McEwan, Chief Financial Officer – items 6 and 7 - [REDACTED] (Lead Governance Advisor)		
MANUHIRI GUEST ATTENDEES	- Jamie O'Sullivan, Disciplinary Tribunal Chair – for item 5 - [REDACTED], Clifton Chambers – for item 6 - [REDACTED], Deloitte – for item 6		
WHAKAPĀHA APOLOGIES:	- Karen Coutts		

John Tait opened the meeting with a karakia.

1. In-committee

The Governing Council had In-Committee time. The Council Chair gave an update on the performance review for the Chief Executive, covered at the Performance and Remuneration (P&R) Committee hui.

2. Opening items

2.1 Apologies

The Council noted apologies from Karen Coutts.

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 28 November 2024 were approved as a true and accurate record.

DECISION GC20250227/2a: The Council approved the minutes from the meeting on 28 November 2024 as a true and accurate record of the meeting.

2.4 Action List

The Council noted the Action List and the updated status of action items.

Action items GC20241128/3a, GC 20241128/5a, GC20241128/9a were confirmed as closed.

A paper with next steps and recommendations for item GC20241031/3a relating to debt recovery actions will be provided to the Governing Council in March.

3. Reflections from Wednesday's Strategy session

The Council Chair recapped key discussion points from the previous day's strategy session, covering:

- top of mind issues across the education sector and what is in scope of the Council's responsibility
- the role of the Teaching Council in gathering voices from across the system and ongoing engagement with the Minister to give her visibility of the issues we are working on
- the Statement of Government Policy that we received in December 2024 including how it informs our work and the implications for our strategic plan priorities
- the policy priorities which the government wants the Standards to have regard to and the proposed design elements to be included in the review of the Standards
- the importance of succession planning to ensure the next Governing Council are well placed to support the profession in the context of our strategic priorities and the legislation.

4. Organisational Performance

4.1 Chief Executive's Report

The Chief Executive's (CE's) report was taken as read. The Council noted and discussed the key opportunities and risks in the current and anticipated education environment. Discussion included:

- government policy directions and the consultation and socialisation around the proposed changes to the structure and content of the Standards
- the strong relationships with partners and sector stakeholders which has allowed the Teaching Council to step into the advocacy space
- the current focus and coverage of education issues including the interest and pace that the Government and others are bringing to particular areas such as early childhood education
- the rapidly evolving education landscape and what it means for teaching as a profession.

Other aspects discussed from the Chief Executive's report included:

- [REDACTED]
- the deployment of remaining functionality in the Hapori Matatū Mid-Life Upgrade project into the production system. It was noted that the completion of this work marks a key milestone which is the functional decommissioning of legacy IT systems including CMS (for Professional Responsibility) and ECR (for Registration).
- the current procurement process underway for the new website, including the purchase of a portal that will connect through to the Learning Management System (LMS).

It was discussed that currently Unteach Racism is on a separate website and work is underway to shift Unteach Racism to the LMS platform of tools and resources along with Rauhuia learning modules.

4.2 Issues Register

The Council received the Issues Register and noted the status updates. [REDACTED]. Potential gaps and areas for clarifying the legislation and associated election rules were discussed.

4.3 Performance Dashboard

The Council noted the performance dashboard and discussed the operational data and metrics.

4.4 Health, Safety, and Wellbeing update

The Council noted the HSW update and discussed the trends in the reporting. To accommodate attendances by external guests the Council Chair agreed to circle back to the organisational survey (item 4.4a) after completion of item 6 on the agenda.

5. Disciplinary Tribunal (DT) Chair

5.1 Prep session for discussion with Disciplinary Tribunal (DT) Chair

The Chair reiterated the responsibilities the Governing Council has across the disciplinary and competence functions and recapped that in March 2024 the Council agreed that the Chairs of each of the panels should be invited to meet with the Governing Council on an annual basis.

5.2 Disciplinary Tribunal (DT) Chair, Jamie O'Sullivan

Disciplinary Tribunal (DT) Chair, Jamie O'Sullivan, joined the hui to discuss the work of the tribunal, covering the complexities of the work and current issues, caseload pressures, aspects of the disciplinary process which are working well and areas of feedback for the Council to consider.

The Council acknowledged the important role of the disciplinary process and discussed the impact of law change on the Tribunal's work.

The Council thanked the DT Chair for her time, and the Council Chair noted a formal thank you will be made to Jamie O'Sullivan on behalf of the Council.

6. For Discussion and Decision – fees and levy consultation

Context discussion

The Council Chair recapped the process for the upcoming fees and levy consultation and outlined that consultation and analysis of submissions will take place from March to April 2025. The Chair noted a report will be brought back to the Governing Council in May 2025 on the analysis of submissions for the Council to consider and to make decisions about the final fees and levies for the next three years.

The Council Chair reiterated the context for the fees and levy discussion, noting our legislation sets out the range of functions that the Council must or may perform and the basis on which it can charge fees and levies to the profession to recover its actual and reasonable costs.

Barrister, [REDACTED], from Clifton Chambers joined the meeting to discuss with Council members the consultation process with the profession and the requirement to receive and to consider the profession's views with an open mind before the Governing Council make a decision.

Following [REDACTED] discussion with the Governing Council, Council members were briefed by the Chief Financial Officer (CFO) on the cost model used for the fees review and discussed the actual, budgeted, and forecast expenditure used to calculate the proposed fees and levy for 2025 to 2028.

The Chief Executive summarised that to meet the legislative requirement to only recover the ‘actual and reasonable’ costs to deliver our statutory functions, various third parties including the Reserve Bank and the Ministry’s workforce team were used to test the cost model assumptions.

The independent review being carried out by Deloitte was also discussed and [REDACTED], Principal at Deloitte, joined the meeting to provide a verbal update on their review findings to Council members.

Discussion was had around Deloitte’s work to recreate the cost model from scratch and that Deloitte’s testing had confirmed the accuracy of the Teaching Council’s cost model. Council members also discussed the cost model assumptions as well as Deloitte’s benchmarking analysis with other professional bodies and organisations.

[REDACTED] summarised for the Governing Council that no issues were found with the Council’s forecast and calculations and noted a formal written report would be provided to the Teaching Council next week.

The Council thanked [REDACTED] for his time and the Governing Council moved to discuss the two papers for decision.

[REDACTED]

[REDACTED]

[REDACTED]

- | [REDACTED]
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[REDACTED]

[REDACTED]

[REDACTED]

6.2 Fee and levy consultation documents

The Chair summarised the next item for decision - **6.2** - approval of the draft content for the consultation documents, noting that in November 2024 the Governing Council agreed to a layered approach to the fees and levy consultation materials with a short summary document which links to a longer, more detailed document with FAQs for readers to access if they wish.

Council members discussed the collated summary of feedback received from stakeholders at pre-consultation hui in January 2025.

Council members provided language and layout suggestions and feedback on the finalised drafts of both the short form and long form documents and noted the timeline and key dates for the consultation process beginning on 5 March.

DECISION GC20250227/6b: The Governing Council approved the draft content for both the short form and long form consultation documents.

4.4a Organisational survey results

The Council Chair returned to item 4.4, Health Safety and Wellbeing update for the DCE Tamahau Te Rowe to present the organisational Pulse survey results.

The Council noted the encouraging survey results and positive trends in organisational culture.

7. Finance, Audit, and Risk

7.1 Finance Reporting

The Governing Council received the finance reports for the period ending 31 January 2025.

DCE Tamahau Te Rau summarised the fees and levy revenue trends and how expenditure is tracking against the November 2024 forecast.

The RAF Chair noted the RAF Committee had discussed the strong financial performance year to date with the increase in revenue and application numbers as well as the strategic project financial overview.

7.2 Fees & Levy Revenue Forecast Update

The CFO summarised that in November 2024, the forecast included an increase in expenditure to recognise the carry-forward of Rauhuia funding from 2023/24, development of a digital engagement platform, and increased legal costs related to conduct cases. It was agreed at the time that a 'mini forecast' would be provided to the Governing Council in February 2025 to incorporate the fees and levy income received through the peak period (October 2024 – January 2025).

The Governing Council noted the update to the forecast on the fees and levy income for the period, noting that fees and levy income has continued to exceed the budget each month through this period.

It was discussed that overseas applications and moves from provisional to full certification have been particularly strong.

Council members discussed that the risks associated with the forecast update are primarily revenue related with one of the core assumptions being the estimated number of applications over the three-year period and the number of teachers who will need to renew within that three-year timeframe.

The Council acknowledged a full reforecast will be presented to RAF and Governing Council in April 2025.

7.3 Business Plan – Q2 update

The Council received the Quarter 2 business plan update and noted the usefulness of the format. The CFO updated that the current business plan format is more deliberate in the assessment of the 'RAG' status for each item with the table clearly identifying schedule, scope or budget as the reason for the RAG status.

DCE Tamahau Te Rau summarised progress and monitoring on key priority areas.

7.4 Cybersecurity update

The cybersecurity report was taken as read and the ICT Manager provided an update on ongoing work to improve device and account security as well as recommendations from the external audit.

[REDACTED]

- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

7.5 Any other matters from RAF Committee

There were no other matters for discussion from RAF Committee.

8. Strategy, Engagement and Evaluation

8.1 Any matters from SSEC Committee

The SSEC Chair relayed key updates to the Governing Council from the Committee meeting held on 26 February 2025. Key points included:

- progress against key activities within the 2024 Stakeholder Engagement Action Plan.
- [REDACTED]
- feedback received to date from the practising certificate renewal pilot.
- developments in the procurement process for suppliers to support building phase 1 of the teacher portal.

9. Governance

9.1 Governance Charter

The Chair reminded members that the finalised charter (effective from 1 January 2025) is accessible in Diligent. The purpose of the Charter is to bring together in a central place all the key information, responsibilities, and protocols that pertain to the Governing Council, individually and collectively. It is intended to be both a tool for induction when new members join the Governing Council and an ongoing reference for the duration of members' terms.

Council members were reminded that the revised Charter will be reviewed annually in November at each calendar year's last scheduled meeting to ensure it remains consistent with the Governing Council's objectives and responsibilities.

9.2 Role of advisory groups

The Chair updated members on work underway with the Chairs of the Inclusive Education and Pacific advisory groups to reset the Governing Council's use and expectations of advisory groups. The Chair noted the intention to present a formal proposal to the Governing Council in March 2025.

10. Any other business

No further items were discussed.

11. Papers for information/reference only

John Tait closed the meeting with a karakia.



Signed:

Robyn Baker, Chair

Approved by the Governing Council on 25 March 2025