

## Minutes of the Governing Council meeting

KAUPAPA | SUBJECT: Governing Council Hui

RĀ | DATE: Wednesday 24 September 2025

WĀ | TIME: 9:00am–3:00pm

WĀHI | VENUE: Teaching Council office, Wellington

MANATŪ	- David Ferguson (Pou Whakarae   Chair)	- Patrick Walsh
KAUNIHERA	- Tom Gott (Pou Whakarae Tuarua   Deputy Chair)	- Cathy Wilson
GOVERNING	- Heath Chittenden	- Liam Rutherford
COUNCIL	- Dr Lynnette Brice	- Pat Newman
ATTENDEES:	- Susan Hassall	- Andrée Atkinson

KAIMAHI   STAFF ATTENDEES:	- Lesley Hoskin (Tumu Whakarae   Chief Executive)
	- Clive Jones (Deputy Chief Executive   Pou Kaiāwhā)
	- Tamahau Te Rau (Deputy Chief Executive   Pou Kaiāwhā)
	- Karen Richardson (Policy and Implementation Manager), [REDACTED] (Principal Policy Analyst) – <b>item 4.1</b>
	- [REDACTED] (Lead Governance Advisor)

WHAKAPĀHA   APOLOGIES:	- Dr Sarah Brown
	- Leanne Stewart
	- Simon Curnow

Tom Gott opened the meeting with a karakia.

### 1. In-committee

The Governing Council had In-Committee time.

### 2. Opening items

#### 2.1 Apologies

The Chair noted apologies from Dr Sarah Brown, Leanne Stewart and Simon Curnow.

#### 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 meeting on 28 August 2025 were approved as a true and accurate record.

**DECISION GC20250924/2a: The Council approved the minutes from the meeting on 28 August 2025 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.

### 3. Organisational Performance

#### 3.1 Chief Executive's Report

The Chief Executive's (CE's) report was taken as read.

The CE updated members on the development of an internal strategy for initial teacher education (ITE), noting the need to have a system view and to understand provider views on where the strengths and weaknesses are to be able to respond to pressures in the environment and add to value to the system.

Council members discussed:

- ongoing political interest in ITE and the context and pace of change in the current environment.
- a sense of dissatisfaction from the profession with ITE and what the current system can deliver.
- understanding the Teaching Council's role and responsibilities in initial education, and the range of parties who are involved.
- aspects of the system that can be strengthened and the need for authentic partnerships with the school sector.
- the current ITE programme review process and our ability to gather the data from across the system to measure impact on graduate success and on preparing teachers to teach.
- positioning ITE as more than completion of a qualification with the journey continuing through the initial years of teaching, including induction and mentoring.
- ITE as an eco-system and the need to acknowledge and use the different levers and connectors in the system to shape and influence system design in areas that are in our lane.

Further items of discussion from the CE's Report included:

- updates from the PPTA and NZEI conferences
- the ongoing pressure on the system and the quantity of change in the education sector for the profession to manage.
- the intention to do a review of our regulations and policies to form a 'joined up' view of our area of the system and see how the different parts work holistically.

An update was provided from the recent meeting between the PPTA and elected secondary sector members as well as feedback on Principals Standards from the Principals' Federation and SPANZ.

#### 3.2 Issues Register

The Council received the Issues Register and noted the updates provided.

#### 3.3 Monthly Performance Dashboard

The Council noted the monthly performance dashboard, noting:

- the ongoing growth in the profession.
- the July registration volume has been greater than previous years on the back of the Government's funding of fees and levies. It was noted that despite the increased volume, service performance and delivery standards have remained on track.
- the gaps in data relating to overseas trained teachers and their employment in New Zealand. Discussion was had around how existing data held with other agencies could be collated.

## 4. Items for Decision

### 4.1 Relief Teacher Pathways

Principal Policy Advisor, [REDACTED], recapped the options for relief teacher pathways that were presented at the Governing Council's August hui, and talked through a presentation summarising the stakeholder feedback and recommendations for a phased approach to relief teacher pathways.

Council members noted the complexity of issues raised in the feedback and discussed areas of consensus, and areas where there was less agreement.

Council discussion was had on the potential phased approach to address short- and long-term relief teacher needs, as outlined in the paper.

Key points of discussion included:

- whether the proposed changes would impact on perceptions of the overall quality of the teaching profession and undermine the status and mana of teachers.
- the need to balance a principled approach with pragmatic realities, noting the significant difficulties experienced by schools in obtaining class cover.
- the need for nuanced solutions given that relief teaching across the sector covers multiple teacher cohorts.
- acknowledgement of the difference in remuneration for a LAT and similarities with the existing ('short supply') LAT.
- acknowledgement of the '10-day mechanism' already available in a school year for teachers to be able to work without a practising certificate or a LAT.
- issues relating to support and resourcing to ensure learners were not adversely impacted.
- concern with the targeting of the winter LAT at support people working in schools, noting that teacher aides are trained and employed for that specific role.
- the longstanding teacher supply and workforce issues which are exacerbated by an already pressured system and the risks of the proposed approach masking a bigger problem.

The need for a longer-term solution to ease workforce pressures was discussed and it was noted that the area of teacher supply is outside the scope of the Teaching Council's mandate.

The CE reminded Governing Council members of the context that we are required to give regard to the relief teacher issue as set out in the Statement of Government Policy (SoGP). As part of the SoGP, this will also be reported on in the 2024/25 Annual Report currently being drafted.

Council members discussed each of the proposed recommendations and determined that at this time the Governing Council did not support the implementation of a new Winter LAT which would be targeted at support people already working in schools (such as teacher aides) to allow them to temporarily step into a relief-teacher role on a short-term basis during the 2026 winter months.

It was discussed that further work would be developed and brought back to the Governing Council in October regarding support and guidance tools for relievers related to the PGC and endorsement, and development of a new pathway within the existing Full (Category Two) practising certificate.

### 4.2 Strategic initiative progress update – teacher portal

DCE Clive Jones recapped that in November 2024, the previous Governing Council approved up to \$1.0m in principle with \$500k approved for Phase 1 from the strategic reserve for a digital stakeholder engagement project to enhance the Teaching Council's connection with teachers at scale, providing whole of career value to teachers and aligning with work in the Rauhuia leadership space.

DCE Clive Jones briefed the Council on phase 1 progress, noting the new website and teacher portal are set for launch in late October 2025. Discussion was had that phase 2 aims to expand artificial intelligence (AI) initiatives to improve teacher engagement and potentially lower operating costs.

An explanation was provided on internal fixed costs and the expected efficiencies in getting underway with phase 2 now.

DCE Clive Jones reiterated that the project is being undertaken in a phased approach, with built in stop-go points to allow for decision making between each major stage and provides opportunities to rescope the project if our operating context changes.

The SSEC Chair relayed the endorsement and support from the previous SSEC Committee and Governing Council members, noting that improving engagement with teachers and their perception, awareness and understanding of the role of the Teaching Council has been identified as a key strategic priority for the organisation. Discussion was had around the need to reach cohorts we have previously been unable to reach and the longstanding issue of a cohort of teachers unfamiliar with who the Teaching Council are, what we do, or do not see the value of the Council as their professional body.

The RAF Chair recapped discussion from the RAF Committee meeting on 17 October relating to the implicit savings gained by aspects such as AI and where the digital engagement work might present opportunities to free up resource to do more value add in other areas.

Council members discussed:

- that the funding for this sits in the Council's strategic reserve (within our cash reserves) which is for initiatives that are deemed to be important to the organisation and to the profession.
- clarification that the funding (whilst approved in principle) was not included in the budget to allow for 'go/no go' decisions by the current Governing Council, and to allow for Phase 1 to stand on its own and allow the current Governing Council to consider the merits of continuing.
- the perception of the Teaching Council, noting the dashboard data shows areas where perceptions are strong.
- the scope of the proposed portal work including LMS integration and the risk of overreach of the Teaching Council's purview and responsibilities.
- the inherent risks of integration of AI into the teacher portal

DCE Clive Jones discussed that phase 2 involves proof of concept processes which will help inform a better understanding of how AI can be used to add value. The use of AI features aims to improve teacher engagement and assist the Teaching Council in providing services more efficiently.

The Governing Council approved work to begin on Phase 2, costing up to \$0.5m.

**DECISION GC20250924/4e: The Governing Council agreed to begin work on phase 2, costing up to \$0.500m.**

### **4.3 Delegations Register**

The Governing Council noted that the Delegations Policy is a Governing Council owned Policy and has been reviewed to ensure it reflects the current organisation structure and practices.

The CE recapped that the policy has been updated to remove existing delegations previously approved for the Manager Teacher Quality and the Communications and Advice Manager due to the disestablishment of those roles and aligned the relevant cost centres relating to the above to the new organisational structure.

For improved readability Council members suggested that the header line read: 'To approve budgeted operating expenditure' noting that everything in the table up until ex gratia payments fall within budget.

The CE clarified for members that the register lists contractors and consultants on a separate line due to their different level of risk.

#### Non-financial delegations:

A query was raised relating to approval of external communications (level B), and whether there is merit in having Board oversight of that from a risk management perspective.

The CE noted the volume of operational communications going out externally every day and that the SSEC have an oversight role across the tone and direction of communications currently. The CE agreed to discuss offline with the Chair, and for him to update the Council next month.

Members asked about current Council practice relating to external communications and it was agreed that an existing paper shared with the previous Governing Council on communications protocols and procedures would be shared with current members.

**ACTION GC20250924/4a: Management to provide guidance on external communications protocols with the Governing Council.**

The suggestion was made to separate out financial and non-financial delegations, with the People and Culture (P&C) Committee having the opportunity to review the non-financial list. It was discussed that all delegations should go through RAF and P&C to ensure committee oversight across the respective areas with a Governing Council review completed bi-annually.

Noting the above suggestions, the Governing Council approved the amended Delegations Register.

**DECISION GC20250924/4f: The Governing Council approved the amended Delegations Register.**

#### **4.4 Statutory Delegations Register**

Notes that the Statutory Delegations Register is a Governing Council owned Register.

Notes the proposed changes to amend the following delegations following the recently completed organisational change process.

The Governing Council approved the proposed changes to the Statutory Delegations Register.

**DECISION GC20250924/4g: The Governing Council approved the amended Statutory Delegations Register.**

#### **4.5 Request for Voluntary Deregistration – [REDACTED]**

The Council noted that clause 7 of Schedule 3 of the Education and Training Act 2020 requires the Teaching Council to deregister a teacher on receipt of a written request from the person seeking deregistration unless that teacher is the subject of an investigation.

**DECISION GC20250924/4h: The Governing Council approved the application for voluntary deregistration.**

## **5. Items for Discussion**

### **5.1 Artificial Intelligence (AI) briefing**

ICT Manager, Craig Hoskin provided a briefing to Governing Council members, covering:

- the current and emerging use cases of AI tools such as Microsoft Copilot and ChatGPT, and their implications for staff capability, data governance, and service delivery.
- current guidelines for the responsible use of AI and algorithmic decision making within the Teaching Council.
- important considerations to ensure the safe and ethical use of AI, protecting the privacy and security of data, and promoting transparency in AI or algorithmic decision-making processes.
- the benefits of AI in streamlining processes, improving efficiency and productivity, enabling the faster delivery of more effective services and supporting innovation.
- some of the potential risk and harm including challenges associated with accuracy, a lack of transparency, reliability and accountability.

The Governing Council discussed the positioning of the Digital Governance Group at the Governing Council level and its intended responsibilities for the assessment of risk and prioritisation of opportunities within the Council.

It was noted that while AI tools are already being trialled across the organisation, the Council is actively progressing the development of formal governance structures to support their responsible use. In addition to the Digital Governance Group (at GC level) this includes establishing an internal (operational level) AI Steering Group to oversee the ethical and strategic use of artificial intelligence across the organisation, finalising a unified policy framework, and further strengthening organisational guardrails such as ethical guidelines, risk registers, and transparency protocols.

It was discussed that the AI Steering group would sit within the Teaching Council and its cross-functional composition and oversight responsibilities reflect its organisation-wide mandate.

Points raised by members included:

- the work undertaken on AI by NZQA and the potential for liaising with them on this work
- clarification on the financial implications and funding of the AI workstream and the crossover with AI project work relating to the teacher portal.
- the value in the Institute of Directors (IOD) course on AI Governance, covering the implications of AI for a governing board and what type of reporting is useful at Board level [IoD Business Paper - AI Governance in the Boardroom](#)

The Governing Council agreed to the inclusion of AI governance within the Council's broader digital risk management framework and agreed to receive monthly AI updates alongside the regular quarterly cybersecurity reporting.

**DECISION GC20250924/5a:** The Governing Council agreed to the inclusion of AI governance within the Council's broader digital risk management framework and agreed to receive monthly AI updates alongside the regular quarterly cybersecurity reporting.

## 6. Finance, Audit and Risk

### 6.1 Finance Reports

The summary finance reports were taken as read. Key points recapped by DCE Tamahau Te Rau included:

- the implications of the government funding of fees and levies for the three years from 1 July 2025 to 30 June 2028 and the surety provided by this funding, noting that the MoE funding is fixed (not on a per teacher basis for fees).
- applications from overseas trained teachers remain strong.
- there are nine projects of strategic importance (funded from budgeted and unallocated funds including any vacancy savings that are swept into the unallocated funds pool) and commissioning briefs are currently being developed by managers.
- the auditors have completed the controls testing and the formal audit of the financial statements is due to take place across October and November.
- total personnel cost is under budget. The underspend in salaries is swept to the unallocated project budget from which funding is available to be allocated to additional projects.
- as predicted, leave provisions have increased during the winter period and are expected to reduce during the summer holiday period.

The RAF Chair relayed key points from discussions at the RAF Committee on 17 September, noting:

- the implications of the three-year government funding of fees and the Council's management of expenditure in line with the cost model as part of this.
- the Council's provision for doubtful debts, noting that debts which aren't due to costs awarded in teacher discipline matters are managed within the standard terms of their recovery timeframe and that responses to debts are regularly reviewed by the Chief Financial Officer (CFO) as part of reviewing the debt provision every month.
- that personnel costs remain under budget with the underspend in salaries being swept to the unallocated project budget in the following month. It was discussed that the recent organisational change process has been finalised and recruitment is now progressing across several positions.
- the draft unaudited financial statements for 2024/25 which will be reviewed further by RAF in October ahead of finalisation of the draft annual report in November.
- that high leave balances tend to be reflective of this time of year and are expected to reduce during the summer holiday period. It was noted that the collective agreement sets the limits of leave policy and it was discussed that the wellbeing aspect of staff leave will be reported on to the People and Culture committee whilst the financial liabilities and impact of leave balances will continue to be reported to the RAF committee.

The RAF Chair noted that a pre-audit meeting will be held with [REDACTED] in the next couple of weeks ahead of the auditors starting on-site during October.

A brief discussion was had around the presentation of the Council papers. Management agreed to add financial /budget implications to all Council papers where appropriate.

It was also agreed not to include the monthly cash flow forecast in the Governing Council papers but to take for RAF for their review and consideration.

## **6.2 Draft Annual Report statements**

The Governing Council noted the draft unaudited financial statements for 2024/2025.

The Chair asked for clarification under Note 17 on details of who is responsible for the work under each of the projects listed. Management agreed to collate this information to bring back to the Governing Council as part of the Annual Report item in October.

**ACTION GC20250924/6c:** Management to provide a breakdown of who undertakes the work under each project listed in Note 17 of the draft Annual Report.

### 6.3 Q4 Strategic Outcomes report

The Governing Council discussed the Q4 strategic outcomes report, noting the intervention logic provided in the framework, and discussed areas of emerging data to help inform measures which will build a picture of performance in key areas.

It was suggested that an executive summary of the pathway to Impact diagram would be useful, and it was agreed that this will be incorporated for future outcomes reporting to the Governing Council.

### 6.4 Risk register

The RAF Chair updated Council members that the intention is to have an external facilitator from IQANZ at the October Governing Council meeting to facilitate a risk workshop for the annual review of the risk framework and risk register.

The merits of undertaking this exercise with an external facilitator at the start of the new Governing Council's three-year term were discussed. It was noted that the workshop will use the exiting register as a starting point and enable Governing Council members to consider anything new and emerging across both areas of risk and established controls.

### 6.5 Ratification of June 2025 RAF Minutes

As the 17 Sep 2025 RAF meeting was the first meeting of the new RAF Committee it was agreed that the minutes from the RAF meeting on 19 June 2025 would be brought to the Governing Council for ratification. Pat Newman (previous member of RAF) moved that the minutes are a true and accurate record and they were formally ratified by the Governing Council.

**DECISION GC20250924/6a:** The Council ratified the minutes from the RAF meeting on 19 June 2025 as a true and accurate record of the meeting.

### 6.6 Any further items from RAF

No further items were discussed.

## 7. Governance

### 7.1 Governing Council 2026 meeting dates and subcommittee confirmation

The calendar of proposed meeting dates for the Governing Council, through to end of 2026 was tabled and agreed.

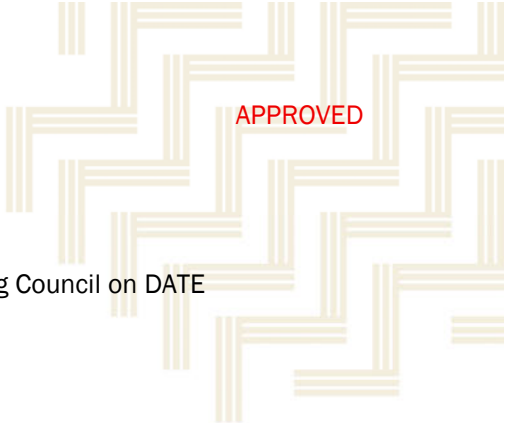
The Governing Council approved the proposed Committee members through to September 2026 and agreed the proposed committee meeting schedule, noting that days and times of committee meetings will be confirmed separately with each committee by the Governance Advisor.

## 8. Any other Business

The Governance Advisor agreed to share the organisational chart to the Diligent resource centre for members' information and reference.

**ACTION GC20250924/8a:** The TC organisational charts to be added to the Diligent resource centre.

Tom Gott closed the meeting with a karakia.



APPROVED

Signed:

David Ferguson, Chair

Approved by the Governing Council on DATE