

EIT Council Agenda - Part 1

24 March 2026 10:00 AM - 12:00 PM



TE AHO A MĀUI

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**PART 1 – PUBLIC RECOMMENDATIONS TO COUNCIL:
24 March 2026**

2. That no apologies be sustained.
3. That the interest register be received.
4. That the minutes of the Council meeting held on 17 February 2026, having been circulated, be taken as read and approved.
5. That the acronyms list be received
6. That the action register be received.
7. That there is no inwards correspondence items to be received and outwards correspondence.
8. That the Chief Executive's Report (Part 1) be received.
9. That the financial report for February 2026 be received.
10. That the Academic Report and Academic Minutes be received.
11. That the Audit Committee TOR and Employer Committee TOR be approved.

Part 2 – In Committee

That pursuant to Section 48 (l)(a) of the Local Government Official Information and Meetings Act 1987 and the Official Information Act 1982, the public be excluded for the following items and reasons:-

Item No.	Item	Reason
1.0	Minutes of Previous Meeting	}
2.0	Flying Minutes of Previous Meeting	}
3.0	Action Register	}
4.0	Correspondence	}
5.0	Chief Executive's Report	} Enable the polytechnic holding the
6.0	Strategy Update	
7.0	March EFTS Report	} to carry out, without prejudice or
8.0	Auckland Campus	
9.0	Appointment of kaumātua for HB and Tairāwhiti	} activities.
10.0	Flying of flags on the HB and Tairāwhiti Campus	}
11.0	Budget 2026 and cash flow and monthly breakdown	}
12.0	Bequest	}
13.0	Investment Policy	} Prevent the disclosure or use of
14.0	Insurance Update	
15.0	Audit	} gain or improper advantage
16.0	General Business	}
17.0	CEO and Council time	}
18.0	Closing Karakia	}

13. That resolutions passed "in committee" be approved.

He karakia whakatuwhera hui

A karakia to open a meeting

Tūtawa mai i runga

Tūtawa mai i raro

Tūtawa mai i roto

Tūtawa mai i waho

Kia tau ai te mauri tū te mauri ora
ki te katoa

Haumi ē! Hui ē! Tāiki ē!





Council for Eastern Institute of Technology Interest Register

Meeting Date: 4 December 2025

Council member	Company/Organisation	Nature of Interest	Description	Signature
Chris Collins	Laidlaw College, NZ	Chair of the National Governing Council	A niche tertiary provider (PTE) with campuses in Auckland and Christchurch. Primary education areas – theology, teacher training, youth work and counselling.	
Chris Collins	Laidlaw College Foundation	Trustee	Investment Fund that owns assets and investments to support the mission of Laidlaw College.	
Chris Collins	IPUNZ	Advisory Leadership role	a niche Japanese owned PTE international education provider with major campus in Palmerston North. Primary education areas – International Relations, Japanese, TESOL, Global Business	
Chris Collins	Otārama Trust	Trustee	Educational Investment Trust Fund providing scholarships for Hawke's Bay students to study at EIT	
Kerry Marshall	EIT - Reprographic	Customer	Graphics and publishing resource, as member of a pipe band	
David Pearson	Eastern & Central Community Trust	Advisor to the Finance Audit & Risk Committee		
David Pearson	Health Hawke's Bay	Independent Audit & Risk Committee member		

EIT Council Agenda - Part 1 - Interests Register

Column A - Interest Register

David Pearson	HB Power Consumers Trust	Trustee	Managing the power consumers investment in Unison Networks and the distribution of dividends to users.	
David Pearson	BDO Hawke's Bay	Consultant		
Tam Jex-Blake	Citrus NZ	Vice-Chair		



EIT COUNCIL MEETING MINUTES – PART 1 - PUBLIC

- Date:** 17 February 2026
- Present:** David Pearson (Chair), Chris Collins (Deputy Chair), Tam Jex-Blake (Member), Kerry Marshall (Member)
- Attending:** Lucy Laitinen (CEO), Victor Saywell (Acting Executive Director Finance), [†]Patrick Jones, [†]Glen Harkness, Wendy Harrison (Minute Secretary)
- Apologies:** None

**Attended remotely*

[†]Attended for part of the meeting

Agenda

Karakia

The meeting opened with a karakia at 10.00am.

Welcome / Apologies / Notices

- Chair welcomed everyone to the meeting.
- No apologies received.

Conflicts of Interest

- No conflicts of interest added to the existing register.

Minutes of the Previous Meeting (16 December 2025) - Part 1

That the minutes of the Council meeting held on 16 December 2025 Part 1, having been circulated, be taken as read and approved.

Resolved (Marshall <moved>/ Jex-Blake <seconder>)



Action Register

- The external auditor appointment was discussed. The CFO agreed to provide an update to the council.
- Audit Committee meetings were designated as separate meeting unless deemed convenient to combine. Audit Committee Meetings will have the option to be conducted via Microsoft Teams, with the decision of what is required being subject to situational assessment. Auditors typically attended Council to discuss the previous year's audit. NZIST Audit has received the Council meeting dates.

ACTION: Actions register will be updated with the assistance of the CFO for the next meeting.

Assignee(s): Victor Saywell **Due Date:** March 13 2026

ACTION: External auditor appointment CFO agreed to provide an update to the council. **Assignee(s):** Victor Saywell **Due Date:** March 13 2026

Correspondence

- TEC letters - Council inquired whether responses had been issued, and an update was provided on the actions currently underway in relation to these matters.
- Discussion about the future of PBRF, which is not fully determined.
- Noted that in December 2025, EIT sent a letter to Minister Penny Simmonds regarding our concerns about barriers to international student recruitment; the Minister replied that she had passed the letter on to Hon Minister Erica Stanford.

RESOLVED (Marshall <mover>/ Jex-Blake <second>)

That the EIT Council approved receipt of the Correspondence.

CARRIED

Chief Executive's Report

Report Update

- CEO provided an overview and organisational performance snapshot.
- Noted that future reporting will align with strategic priorities, once developed.

Health & Safety



- Current report not at expected standard due to loss of key H&S staff during TP merger. New H&S Manager arriving shortly. Reporting improvements a priority.
- Near misses queried — suggestion to confirm whether they have taken place in multiple areas or a single source.
- Organisation-wide health and safety system is in development.
- Organisational H&S culture identified as a key priority.

50-Year Celebration

- Delayed from 2025 to reduce pressure on management and align with independence. Discussion about different approaches to celebrating this important milestone. Council noted costs should be kept low and expects management to come back with some suggestions. Also discussed whether a separate event should be held earlier in the year, inviting community leaders and stakeholders.

RESOLVED (Marshall <mover>/ Jex-Blake <second>)

That the EIT Council approved receipt of the Chief Executive's Report.

CARRIED

ACTION: 50 Year Celebration event - CEO to report back with further planning. **Assignee(s):** Lucy Laitinen **Due Date:** None

Financial Report

Draft 2025 Results – Summary

- Overall bottom line performed better than expected.
- Key issue: insurance claim not finalised — a major focus for the coming year.
- Impairments and campus rebuild are reflected in the balance sheet.

RESOLVED (Marshall <mover>/ Jex-Blake <second>)

That the EIT Council approve receipt of the Finance Report.

CARRIED



Academic Report

- Council agreed useful to receive a monthly summary, including a brief cover page with a summary of significant academic developments.
- Academic Committee minutes will continue to come to Council in future.
- Noted: NZQA fee increase rising from \$150,000 to estimated \$450,000.
- Council expressed concern due to the organisation's constrained funding environment - why are NZQA costs increasing while service levels (e.g., quality benchmarking) are reducing?
- Question raised whether TEC will offer a grant to cover this unforeseen cost — CEO to discuss with TEC relationship manager.
- Benchmarking changes and implications discussed.

RESOLVED (Marshall <mover>/ Jex-Blake <second>)

That the EIT Council approved receipt of the Finance Report.

CARRIED

ACTION: CEO to discuss increased NZQA fee **Assignee(s):** Lucy Laitinen **Due Date:** March 23 2026

Confirmation of Committee Membership

- **Resolve** to appoint Chris Collins as Chair of the Employer Committee and David Pearson, Tam Jex-Blake, and Kerry Marshall as members of the Employer Committee.
- **Resolve** to appoint Kerry Marshall as Chair of the Audit Committee and David Pearson, Tam Jex-Blake, and Chris Collins as members of the Audit Committee.
- **Note** that charters of the committees will be brought to the Council for approval at a later date.

APPROVED (Marshall <mover>/ Jex-Blake <second>)

That the EIT Council approved the Confirmation of Committee Membership.

CARRIED



ACTION: Bring Audit Committee and Employer Committee Charters to Council for approval
Assignee(s): Lucy Laitinen **Due Date:** March 23 2026

Part 2 of Agenda - In Committee

RESOLVED (Marshall <mover>/ Jex-Blake <seconded>)

That the public be excluded from the remainder of the meeting. This resolution will be made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) (noting Eastern Institute of Technology is subject to Part 7 of the LGOIMA) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

The general subject of each matter to be considered while the public is excluded and the reason for passing the resolution in relation to each matter are as follows:

Item No.	Item	Reason
	Agenda - Part 2	}
1.0	Minutes of Previous Meeting (16 Dec 2025) Pt2	} OIA Section 9(2)(b)(ii)
2.0	Chief Executive’s Report	} OIA Section 9(2)(b)(ii)
3.0	EFTS Progress Reports YTD & 2021 Progress	} OIA Section 9(2)(b)(ii)
4.0	Capital Planning	} OIA Section 9(2)(b)(ii)
5.0	Minutes of Workshop: 19 Jan 2026	} OIA Section 9(2)(b)(ii)

Close of Meeting

The Council moved into Part 2 “in committee” at 10.48am.

The Council moved back into Part 1 at 12.10pm.

It was resolved Marshall <mover>/ Jex-Blake <seconded>) that the resolutions passed “in committee” be approved.



It was resolved Marshall <mover>/ Jex-Blake <secondor>) that the following resolutions passed “in committee” be transferred to Part 1:

- Council requested Management to come back with a proposal for the remediation of N1 Block.
- It was noted that most Council meetings would be held from 10am-1pm.
 - 26 May was put aside for a full day strategic session + Council meeting.
 - Exec team members will be invited to join Council for lunch after normal meetings.

The Council Meeting concluded at 12.15pm.

ACTION: Council requested management to come back with a proposal for the remediation of N1 block. **Assignee(s):** Glen Harkness **Due Date:** March 12 2026

Respectfully submitted

Wendy Harrison

Secretary of the Meeting

Date signed: 23/02/2026

ACRONYMS

Updated: March 2026

AAC	Academic Approvals Committee
ACE	Adult and Community Education
AEC	Animal Ethics Committee
AHoS	Assistant Head of School
AMFM	Annual Maximum Fee Movement
Ara	Ara Institute of Canterbury (previously CPIT)
ARoNA	At Risk of Not Achieving
ASEAN	Association of South East Asian Nations
ASM	Academic Staff Member
ASQA	Academic Solutions & Quality Assurance
ATLAANZ	Association of Tertiary Learning Advisors of Aotearoa New Zealand
ATSA	Aotearoa Tertiary Student Association
BoAcc	Bachelor of Accounting
BA (Māori)	Bachelor of Arts (Māori)
BAM	Bachelor of Applied Management
BBS	Bachelor of Business Studies
BCP	Bachelor of Creative Practice (and honours)
BCS	Bachelor of Computing Systems
BES	Bachelor of Environmental Studies
BN	Bachelor of Nursing
BSES	Bachelor of Sport & Exercise Science
BSW	Bachelor of Social Work
BTECE	Bachelor of Teaching (Early Childhood Education)
BTP	Bachelor Teaching (Primary)
BVAD	Bachelor of Visual Arts & Design
BVit	Bachelor of Viticulture & Wine Science
BWS	Bachelor of Wine Science
CAC	Capital Allocations Committee
CAM	Capital Asset Management
CAP	Competitive Allocation Process
CCNZNP	Certificate in Contemporary New Zealand Nursing Practice
CEA	Collective Employment Agreement
CEC	Code of Ethical Conduct
CEO	Chief Executive Officer
CFO	Chief Financial Officer
CHB	Central Hawke's Bay
CITTI	Cook Islands Tertiary Training Institute
CoVE/s	Centre/s of Vocational Excellence
CPF	COVID Protection Framework
CRI	Crown Research Institute
CSR	Core Service Review
CSSF	Compulsory Student Services Fee
CUAP	Committee on University Academic Programmes
CYE	Connecting for Youth Employment
DAP	Disability Action Plan
DCE	Deputy Chief Executive
DEE	Detailed Engineering Evaluation
DVE	Defining Vocational Excellence (deliverables)
DQ1-2, 3-7(ND), 7+	Delivery on the Qualifications Frame at level 1-2, 3-7 non degree, 7+
EAP	Employee Assistance Programme
EDA	Economic Development Agency
EDC	Educational Development Centre
EEdO	Equal Educational Opportunities
EEO	Equal Employment Opportunities
EER	External Evaluation and Review

EIT Council Agenda - Part 1 - List of Acronyms

EFTL	Equivalent full-time learner
EFTS	Equivalent full-time student
EIT ISH	EIT Institute of Sport and Health
ELC	English Language Centre
ELN	Embedded Literacy and Numeracy
ELTO	English Language Training for Officials
ENZ	Education New Zealand
EOI	Expression of Interest
EOTE	Employment Outcomes of Tertiary Education
EPI	Educational Performance Indicator
EPIC	Educational Performance Indicator Commitment
ESOL	English for Speakers of Other Languages
FAM	Faculty Administration Manager
FAQs	Frequently Asked Questions
FBT	Fringe Benefit Tax
FEA	Faculty Education Advisor
FFTO	Foundation Focused Training Opportunity
FMF	Financial Monitoring Framework
FSL	Fire Service Levies
FTE	Full time Equivalent
FTEL	Full Time Equivalent Learner
GAAP	Generally Accepted Accounting Principle
GCIO	Government Chief Information Officer
GETS	Government Electronic Tenders Service
GFF	Growing Future Farmers
GLP	Gifted Lands Policy
GST	Goods & Services Tax
GW	General Wage Increase
HAFL	Hardship Fund for Learners
HBCFCT	Hawke's Bay Community Fitness Centre Trust
HBRC	Hawke's Bay Regional Council
HDC	Hastings District Council
HoS	Head of School
HRRT	Human Rights Review Tribunal
IAC	Institutional Academic Committee
IAG	Implementation Advisory Group on industry training
IDOL	Intraday Overdraft Limit
IEA	Individual Employment Agreement
IEB	Interim Establishment Board
IELTS	International English Language Testing System
IEP	Initial Evaluation Procedure (seismic evaluation)
IFRS	International Financial Reporting Standards
INZ	Immigration New Zealand
IPSAS	International Public Sector Accounting Standards
ISB	Industry Skills Boards
ITF	Industry Training Federation
ITO	Industry Training Organisation
ITPs	Institutes of Technology and Polytechnics
KEQ	Key Evaluative Questions
KIS	Key Information Set
KPI	Key Performance Indicator
LCF	Learner Component Funding
LIANZA	Library and Information Association of New Zealand Aotearoa
LINZ	Land Information New Zealand
LSP	Learner Success Plan
MAF	Ministry of Agriculture & Fisheries
MBIE	Ministry of Business, Innovation & Employment
MCO	Monitoring and Crown Ownership
MDBI	Material Damage and business Interruption

EIT Council Agenda - Part 1 - List of Acronyms

MFAT	Ministry of Foreign Affairs & Trade
MIT	Manukau Institute of Technology
MITO	Motor Industry Training Organisation
MMEQA	Mātauranga Māori Evaluative Quality Assurance
MN	Master of Nursing
MoE	Ministry of Education
MoP	Mix of Provision
MoU	Memorandum of Understanding
MPTT	Māori & Pacific Trades Training
MRI	Major Regional Initiative
MRoQ	Mandatory Review of Qualifications
MSAG	Māori Strategic Advisory Committee
MSSF	Māori Student Satisfaction Framework
NBS	New Building Standard
NCALNE	National Certificate in Adult Literacy & Numeracy Education
NCC	Napier City Council
NEETS	Not in education, employment or training
NELP	National Education and Learning Priorities
NHSC	National Health Science Challenge
NKII	Ngati Kahungunu Iwi Incorporated
NMIT	Nelson Marlborough Institute of Technology
NQF	National Qualifications Framework
NZCEL	New Zealand Certificate in English Language
NZIST	New Zealand Institute of Skills and Technology
NZITP	New Zealand Institutes of Technology and Polytechnics
NZPPC	NZ Polytechnic Programmes Committee
NZQA	New Zealand Qualifications Authority
NZSCED	New Zealand Standard Classification of Education
NZVCC	New Zealand Vice Chancellor's Committee
OAG	Office of the Auditor-General
OFP	Operational and Financial Parameters
PASM	Principal Academic Staff Member
PBE	Public Benefit Entity
PBRF	Performance Based Research Fund
PC	Programme Coordinator
PCC	Programme Cluster Committee
PGF	Provincial Growth Fund
PICA	Primary Industries Capability Alliance
PITO	Primary Industry Training Organisation
PMO	Project Management Office (NZIST)
PMS	Performance Measurement System
PPVA	Programme Portfolio Viability Analysis
PTE	Private Training Establishment
PWA	Public Works Act
PWC	PricewaterhouseCoopers
QLUT	Qilu University of Technology
QS	Quantity Surveyor
REAC	Research Ethics & Approvals Committee
RFP	Request for Proposal
RISEC	Regional Indoor Sports & Events Centre
RIV	Review of ITP Viability
ROC	Rough order of costs
ROI	Registration of Interest
ROI	Return on Investment
ROVE	Reform of Vocational Education
RSE	Recognised Seasonal Employer
RSLG	Regional Skills Leadership Group
RSPT	Regional Sports Park Trust
SAC	Student Achievement Component

EIT Council Agenda - Part 1 - List of Acronyms

SAEER	Self-Assessment and External Evaluation and Review
SAP	Skills Action Plans
SASM	Senior Academic Staff Member
SDR	Single Data Return
SED	Staff Education & Development
SEG	Skills Establishment Group
SEO	Student Engagement Officer (Younited)
SfE	Secretary for Education
SIP	Strategically Important Provision
SIT	Southern Institute of Technology
SME	Small to medium enterprise
SMSSL	Student Management Software Solutions Limited
SPARC	Sport & Recreation New Zealand
SRC	Strategic Research Committee
SRG	Sector Reference Group
SRV	Student Residential Village
SSC	State Services Commission
SSG	Special Supplementary Grant
STAR	Secondary Tertiary Alignment Resource
STEM	Science Technology Engineering & Mathematics
STEO	Services for Tertiary Education Organisations
STEP	Statement of Tertiary Education Priorities
STP	Secondary Tertiary Partnerships
SWAT	Staff Workload Allocation Tool
TA	Trades Academy
TAFL	Technology Access Fund for Learners
TANZ	Tertiary Accord of New Zealand
TC	Tairāwhiti Campus
TEA	Tertiary Education Alliance
TEC	Tertiary Education Commission
TEFMA	Tertiary Education Facilities Management Association
TEI	Tertiary Education Institution
TEIFM	Tertiary Education Institute Financial Monitoring
TEQS	Tertiary Education Qualification Statement
TEO	Tertiary Education Organisation
TES	Tertiary Education Strategy
TEU	Tertiary Education Union
TFW	Training for Work
TIASA	Tertiary Institutes Allied Staff Association
TOPS	Training Opportunities Programme
TOPNZ	The Open Polytechnic of New Zealand
TR	Targeted Review
TREF	Tertiary Research Excellence Fund
TROQ	Targeted Review of Qualifications
TTAF	Targeted Training Apprenticeships Fund
TToW	Te Tiriti of Waitangi (Treaty of Waitangi)
TWOA	Te Wananga o Aotearoa
TWVoA	Te Whare Wānanga o Awanuiārangi
UCOL	Universal College of Learning
UFS	Unified Funding System
UNZ	Universities New Zealand
UTTA	Universal Tertiary Tuition Allowance
VET	Vocational Education and Training
WAP	Workforce Action Plan
WBL	Work Based Learning
WDC	Workforce Development Council
WELTEC	Wellington Institute of Technology
WINTEC	Waikato Institute of Technology
WINZ	Work & Income New Zealand

EIT Council Agenda - Part 1 - List of Acronyms

WITT	Western Institute of Technology in Taranaki
YE	Year Ended
YG	Youth Guarantee
ZYU	Zhejiang Yuexiu University

EIT Council - Part 1

Actions for Minutes for 17 February 2026 EIT Council Meeting: PART 1

Meeting Date: 17/02/2026

STATUS	DUE DATE	COMPLETED DATE	ACTION ITEM	ASSIGNEES	SECTION	NOTIFICATION SENT	NOTES
Pending	13/03/2026	None	Actions register will be updated with the assistance of the CFO for the next meeting.	Victor Saywell	Action Register	Unsent	
Pending	13/03/2026	None	External auditor appointment CFO agreed to provide an update to the council.	Victor Saywell	Action Register	Unsent	
Pending	None	None	50 Year Celebration event - CEO to report back with further planning.	Lucy Laitinen	Chief Executive's Report	Unsent	
Pending	23/03/2026	None	CEO to discuss increased NZQA fee	Lucy Laitinen	Academic Report	Unsent	Further information has been gathered regarding the NZQA fee changes. In 2025 NZQA consulted the sector on extending the credit reporting fee to all qualifications, micro-credentials and standards (previously it applied only to service fees for activities such as monitoring and accreditation. While the professional service fees were not expected to materially increase costs, the extension of the credit reporting fee was a significant concern across the sector. Although NZQA proposed reducing the per-credit rate from \$1.37 to \$1.10, applying it to all credits was estimated to increase costs for providers by around four times previous levels. The sector, including EIT and NZIST, raised concerns about the scale and timing of the increase, particularly given financial pressures across the ITP sector and the limited ability to pass costs on through tuition fees. A phased approach was suggested but was not adopted. The decision also created financial implications within the NZIST system, as it had not been anticipated in earlier modelling. EIT had provisioned for a larger increase than some other divisions, which reduced the relative impact locally.
Pending	23/03/2026	None	Bring Audit Committee and Employer Committee Charters to Council for approval	Lucy Laitinen	Confirmation of Committee Membership	Unsent	

EIT Council - Part 1
Actions for Minutes for 17 February 2026 EIT Council Meeting: PART 1

Meeting Date: 17/02/2026

STATUS	DUE DATE	COMPLETED DATE	ACTION ITEM	ASSIGNEES	SECTION	NOTIFICATION SENT	NOTES
Pending	17/03/2026	None	Council requested Management to come back with a proposal for the remediation of NI.	Glen Harkness	General Business	Unsent	

Office of Hon Erica Stanford

Minister of Education
Minister of Immigration
Lead Coordination Minister for the Government's Response
to the Royal Commission's Report into Historical Abuse in
State Care and in the Care of Faith-based Institutions



David Pearson
Chair
EIT Council
ddhome@xtra.co.nz

21 January 2026

Dear David,

Re: Your letter requesting support in addressing misconceptions and barriers for NZ Polytechnics in International Education Policy.

Thank you for your letter to the Honourable Penny Simmonds, Minister for Vocational Education, on Wednesday 17 December in which you raised your concerns regarding misconceptions and barriers in the ITP sector. This letter has been forwarded to me to respond to as matters regarding international education fall within my portfolio.

The ITP sector is an integral component of New Zealand's International Education Going for Growth Plan (the Plan), and I am committed to ensuring the sector reaches its full potential to meet the Plan's growth objectives. Several initiatives are already underway to support the sector in attracting international students looking for practical, skill-based education such as expanded work rights, and integrating polytechnics more closely with the school system. These initiatives will make New Zealand a more attractive option for students looking to study in the ITP sector in New Zealand or those international secondary students looking to continue their tertiary and vocational studies in New Zealand.

In November, I attended the International Education Peak Body Forum held at Education New Zealand's (ENZ's) offices. This gave me the opportunity to hear from the various peak bodies and the point about polytechnics being positioned as lower quality, lower value and higher risk was discussed. This misconception and other issues raised during the peak body forum are being addressed in pieces of work led by the various agencies. The Ministry of Education, Immigration New Zealand, New Zealand Qualifications Authority, and ENZ all have responsibilities for delivering the various actions outlined within the Plan.

ENZ is also investing in research in key markets to understand how best to position the vocational education sector in those markets. This is due to be delivered in mid-2026 and the results will be shared with the sector in due course.

Regarding your comment on the Plan's projections for the ITP sector, I understand that these were shaped by several information sources. This included input from the sector, ENZ's market plans, historic growth, and one year of post-COVID recovery data. ENZ also tells me that it met virtually with the ITP sector in early December. During this call, ENZ shared its go-to-market plans which gave a view of the activity that is planned, and in some cases already underway, for the ITP sector in Education New Zealand's priority markets. I understand that ENZ will be working closely with ITPs on the implementation of

these plans which are complementary to the independent strategies and focus of each institution.

I am committed to attending all International Education Peak Body Forums in 2026 and I will be following with interest the concerns you have raised. Thank you again for raising these concerns. I appreciate your efforts and commitment to growing EIT and the international education sector in New Zealand.

Kind regards,

A handwritten signature in black ink, appearing to read 'E. Stanford', written in a cursive style.

Hon Erica Stanford
Minister of Education



16 December 2025

Honourable Minister Simmonds
Email: P.Simmonds@ministers.govt.nz

Dear Honourable Minister Simmonds

**RE: Support in Addressing Misconceptions and Barriers for NZ Polytechnics
in International Education Policy**

EIT welcomes the Government’s intent to grow international education as stated in Te Ako me te Rautaki Mātauranga Matua Tertiary Education Strategy 2025–2030, which identifies international education as a priority to boost student numbers and strengthen New Zealand’s global connectivity.

However, we have significant concerns about the ability of the ITP sector—and individual institutions within it—to fully engage with and benefit this strategy. These concerns do not stem from our capabilities but from barriers created by misconceptions and policy language that position polytechnics as lower quality, lower value, and higher risk than universities and other tertiary providers.

For example:

- The cabinet paper International Education Going for Growth, 28 November 2025, (page 2, item 10) excludes ITPs and only references accelerated growth for universities and schools, given their quality and value, and lower risk profile.’
- This bias is also reflected in the growth projections in Appendix 2 of the same paper (page 1, table 1), which show higher targets for government-funded PTEs than for polytechnics.
- The Education New Zealand International Education Going for Growth Strategy document only references universities within the tertiary sector, noting ENZ will ‘Work with universities to promote New Zealand’s collective higher education offering’.

These public documents both direct those responsible for implementing this strategy, specifically ENZ and INZ, and risk reinforcing negative perceptions among stakeholders and prospective international students, limiting opportunities for polytechnics to contribute to New Zealand’s international education objectives.

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Regional Learning Centres: Central Hawke’s Bay, Hastings, Maraenui, Ruatoria, Tokomaru Bay, Wairoa

www.eit.ac.nz



We seek your leadership to:

- Address and overturn the narrative that polytechnics do not deliver quality, high-value tertiary education.
- Work with agencies including NZQA, INZ, and ENZ to identify solutions that remove barriers and enable polytechnics to grow international enrolments.

EIT offers programmes from Level 2 to Level 9 with a strong track record of quality teaching and learning outcomes for both domestic and international learners. Our international portfolio supports institutional sustainability, regional development, and diversity, contributing to economic resilience, innovation, and business growth. EIT is also one of few New Zealand tertiary educational institutions that has formal China MOE approval for degree delivery in-country into China based campuses.

We believe that with the right support and messaging, polytechnics can play a key role in achieving the Government’s international education growth targets. A clear, authoritative statement from your office affirming the quality and integrity of polytechnic education would help shift perceptions and strengthen confidence among international partners.

Given your past experience and knowledge, your leadership in this area would make a significant difference in advancing New Zealand’s international education objectives and support the future prosperity of many ITPs

As ITPs re-establish our institutions and international strategies within them, we would very much welcome your support in raising our concerns with the Minister for Education and Immigration. Thank you for considering this request. I look forward to your on-going guidance and support in this.

Kind regards

David Pearson
Chair
EIT Council

cc. Chair, Education New Zealand, Tony Gray

EIT is a Business Division of New Zealand Institute of Skills and Technology

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TE AHO A MĀUI

COUNCIL MEMORANDUM

TITLE: Chief Executive's Report
MEETING DATE: 24 March 2026
MEETING TYPE: Part 1 - Public
AUTHOR: Lucy Laitinen, Chief Executive
PURPOSE: INFORMATION

Resolutions

It is recommended that the Council:

- a. **Note** receipt of the memorandum

1. General

- 1.1. Two months into my role I am slowly starting to connect the dots with every week faithfully providing new experiences and "first times". I imagine that is going to be the case for quite some time.
- 1.2. My mihi whakatau in Tairāwhiti on 20 February was a moving occasion. I look forward to spending more time in Tairāwhiti. I have visits planned for the Tairāwhiti graduation on 20 March and visits to the Gisborne campus and Wairoa and Ruatoria learning centres on 5-6 May.
- 1.3. I have had the opportunity to get in front of staff, face to face, at the first "full staff meeting" on the HB Campus and will have the same opportunity in Tairāwhiti on 19 March. These opportunities are important to help set the tone, give a sense of new direction, and to enable in-person connections. I am also attending induction sessions with different schools and teams each week.
- 1.4. I have approved the promotion of Associate Professor Joe Te Rito to Professor. The EIT Senior Promotions Panel met on 10 March 2026. The panel comprised Professors Tracy McIntosh (external, University of Auckland), Annemarie Gillies, David Tipene-Leach, and Kay Morris Matthews (Chair). In reaching its decision, the panel assessed the application against the EIT Promotion to Professor Criteria, which include a profound understanding of the discipline, the capacity to extend knowledge within the discipline, the ability to communicate scholarly work effectively, and evidence of academic leadership. The panel also considered whether the applicant demonstrated sustained and outstanding leadership in at least two areas—research or professional practice, teaching and curriculum development, and service to the institution and wider communities.
- 1.5. The panel concluded that Associate Professor Te Rito met and, in several areas, exceeded the required criteria. His work in indigenous language revitalization, particularly the revitalisation and preservation of the Ngāti Kahungunu dialect of te reo Māori, demonstrates profound disciplinary expertise and a sustained capacity to extend knowledge through research, teaching, language resources, and broadcasting. The panel found clear evidence of outstanding leadership in research and professional practice, teaching and curriculum development, and service to EIT and the wider community, including his longstanding contributions to Māori language education, iwi radio broadcasting, and sector-wide initiatives such as Ako Aotearoa. The strength of his application was further supported by highly positive referee reports from distinguished scholars and sector leaders.

- 1.8. We have appointed a Director Marketing and Communications and I am currently in market for a Chief Financial Officer, with some interesting candidates already coming through.
- 1.9. We received TEC Plan Guidance on 17 March. I will provide a verbal overview at the Council meeting after we have had time to digest it.
- 1.10. We made a submission on the Proposed Design Settings for the Tertiary Research Excellence Fund (TREF). EIT is broadly supportive of the proposed TREF direction, particularly the shift to an institutional approach, which better reflects the polytechnic context and reduces compliance. However, we have concerns that the emphasis on research capacity over excellence, the use of contracted research time as a primary measure, and a potentially diluted funding pool may disadvantage established research-active polytechnics. We recommended refinements to ensure measures remain fit-for-purpose, support capability development, and maintain research quality, with a review of settings over time as the sector rebuilds.

2. Strategic update

- 2.1 Following the Council strategy workshop on 17 February, I held an offsite with the executive leadership team to discuss a strategic development process, which I will speak to at our Council meeting.

3. EFTS update

- 3.1 2026 EFTS performance is broadly tracking to budget, with domestic and international recruitment meeting expectations year to date. Domestic demand remains strong, particularly at levels 3–7, and degree enrolments continue to recover to preCOVID norms. However, EFTS delivery is occurring within a tightly constrained TEC funding environment, creating a high likelihood that EIT will exceed funded allocations across several categories. Management is progressing reforecasting work and anticipates the need for engagement with Council and TEC regarding delivery above funding caps, associated financial impacts, and strategic tradeoffs. Māori and Pasifika participation remains strong and is expected to increase further as the year progresses.

4. Risk and opportunities

- 4.1 Work is planned to further develop the organisational risk framework in the coming months.

5. Health and Safety

- 5.1 The new H&S Manager has been appointed. He presented his report and initial observations to the executive team on 16 March 2026. The executive team emphasised that we require improved reporting as soon as practicable, noting that current reporting systems are not fit for purpose. Improved reporting for this month is included in Appendix 2.
- 5.2 The Health and Safety at Work Amendment Bill 2026 was introduced to Parliament in February and represents the most significant change to New Zealand's health and safety regulatory framework since the Health and Safety at Work Act was enacted in 2015. The Bill aims to reduce unnecessary compliance costs, provide greater clarity for PCBUs, and refocus the regulatory system on the prevention of serious harm.
- 5.3 The legislation passed its first reading on 12 February 2026 and is currently before the Education and Workforce Select Committee, with public submissions open until 18 March 2026. If enacted, the proposed changes are likely to place increased emphasis on the identification and management of

critical risks and associated control frameworks, requiring organisations such as EIT to clearly differentiate between critical and non-critical risks within their health and safety systems. The Bill also strengthens the separation between governance and operational responsibilities, meaning that alignment between governance reporting and operational practice will become increasingly important to ensure officers are able to meet their due diligence obligations under the Act.

6. External Engagements

6.1 I have had the following external engagements in the period 18 February – 18 March:

18 Feb	Jared Pullar (Chair) and Mana Hazel (CEO) Hineuru Trust (PSGE) with Robin Fabish, Pouārihi, Executive Director Māori
19 Feb	Craig Langdon, CE Food & Fibre ISB
24 Feb	Meeting with CEO, NMIT
25 Feb	Hosted Export NZ Advisory Board Meeting at EIT
26 Feb	IOD Breakfast, presentation on AI, and receipt of my Chartered qualification
26 Feb	Maungaharuru Tangitū (PSGE) Adele Small (CEO), with Robin Fabish
4 Mar	Meeting with CEO, NMIT
4 Mar	Mayor Richard McGrath & CEO Louise Miller, Napier City Council, with Council Chair David Pearson
5 Mar	Te Kaha Hawaikirangi (Chair) and Parris Greening (CEO), Mana Ahuriri (PSGE), with Robin Fabish
10 Mar	Professor Kay Morris-Matthews
11 Mar	Louise Miller, CEO Napier City Council
12 Mar	TEC Relationship Manager, Kim Ullberg
13 Mar	Hosted Delegation from Kiribati (including Minister of for Employment and Human Resources, the Secretary of Labour, and the Officer in Charge, Kiribati Institute of Technology. Showcasing the NOA programme, funded by MFAT (national training scheme for RSE workers)
17 Mar	Mayor Wendy Schollum and Nigel Bickle (CEO), Hastings District Council, with Council Chair David Pearson
18 Mar	Katie Nimon, Member of Parliament, with Council Chair David Pearson
18 Mar	Phil O'Callaghan and Rob Heaney, Volte
18 Mar	Erin Simpson (former Muka Tangata and RSLG Chair)



TE AHO A MĀUI

Appendix 1: Organisational Performance Snapshot

Area	Key highlights
<p>Partnerships & Māori Student Success</p>	<ul style="list-style-type: none"> • First of three annual meetings with Te Ara o Takitimu consortium in HB and Te Toka consortium in Tairāwhiti and (MPTT scholarship funding) indicated satisfaction with EIT delivery, with fruitful sharing of ideas on supporting student success. • Have made recommendation for appointment of kaumātua roles for Hawke’s Bay & Te Tairāwhiti. • Continuing to programme and make key partnership visits with hapū, iwi and Post Settlement Governance Entities (Mana Ahuriri etc). • Promoting Herea te Rā workshops to develop staff cultural capability to improve ākonga Māori achievement. • Scoping a Culturally Responsive and Relational Pedagogy programme to pilot with a focus on improving ākonga Māori outcomes. Reviewing researched UoL to discuss their programme. • Coaching a group of Heads of School in their goals to improve ākonga Māori outcomes.
<p>Health, Safety, & Wellbeing</p>	<ul style="list-style-type: none"> • The new H&S Manager has been appointed
<p>Student Support Services</p>	<ul style="list-style-type: none"> • Newly structured teams combining MPTT and YG with student support at each campus are functioning well. • Orientation events on both campuses organised in conjunction with Younited were successful with high student involvement. • Pastoral Care Code compliance reporting through NZIST is underway for the final time.
<p>Academic Development and Quality</p>	<ul style="list-style-type: none"> • Postgraduate suite in Applied Data Analytics was approved by Academic Approvals Committee subject to minor changes – the first new EIT programme approved since pre-NZIST. Will proceed to Academic Committee in April, then to NZQA.

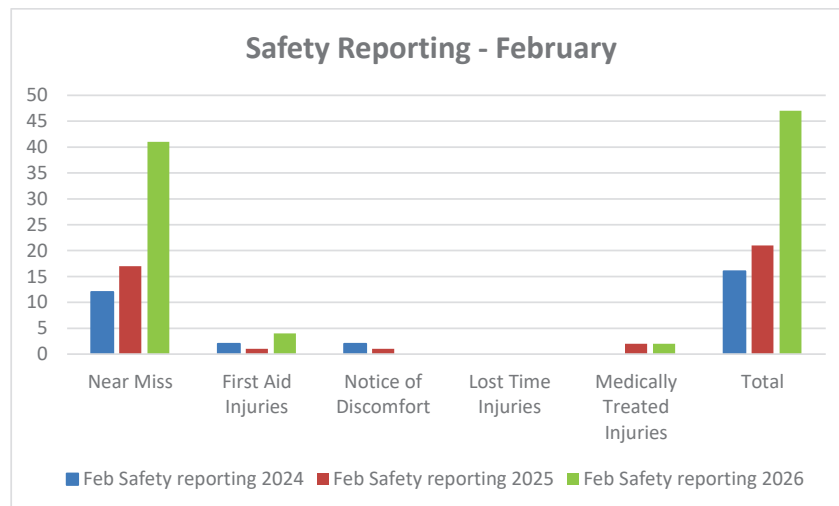
Area	Key highlights
Stakeholder Engagement, communications & marketing	<ul style="list-style-type: none"> • Marketing Director appointed • Stakeholder mapping continues • CE meetings with key strategic relationships
Performance and Reporting (incl TEC compliance)	<ul style="list-style-type: none"> • March 2026 Indicative Single Data Return (SDR) submitted to TEC on time. • TEC relationship manager visited 12th March, key matters discussed included EIT 2026 EFTS progress, forecasting, draft EPI views, likely 2027 Investment Plan approach. • 2027 Investment Plan Guidance released 17th March 2026, still being assessed, Council to be verbally updated at March meeting with full paper in April meeting • Draft Educational Performance Indicators (EPIs) released. Still being assessed, a full paper/presentation will be provided to April meeting
Finance and Procurement	<ul style="list-style-type: none"> • 2025 final audit site visit finished, remaining queries being answered • Monthly reporting process for Council established • Now the Contract library is established, working to refine approval process and ensure library is complete
Digital	<ul style="list-style-type: none"> • Recruitment for key roles continues as per structure determined during 2025 E tū, EIT work. Appointments have been made to service support role and Digital Solution Manager role. • The current Digital Project Leader (Director) is on a fixed term until mid-2026. A full-time permanent position (same structure and JD as current fixed term position) is currently being advertised. • Digital Leadership met with Lucy to provide overview of current and emerging digital strategy and opportunities for rapid digital advancements.
Data capability	<ul style="list-style-type: none"> • Recruitment underway for a Lead Data Analyst • SWAT data quality has improved significantly with considerable focus in 2026 and on 2026 forecast. • Microsoft Business Intelligence technical environments established and functionality/accessibility to key EFTS mgmt dashboards have been published to Exec and key managers.
Tairāwhiti Campus	<ul style="list-style-type: none"> • Minister Simmonds visited the campus, spending time in the Drone Research Lab, and visiting Trades Academy provision in Hospitality, Trades and Electrical.
Auckland Campus	<ul style="list-style-type: none"> • Future planning for the refurbishment of the campus is progressing.
International	<ul style="list-style-type: none"> • Agreed additional delivery at QLut confirmed for wine science. • Investigating initial opportunity in Bachelor of Creative Practice delivery at QLut

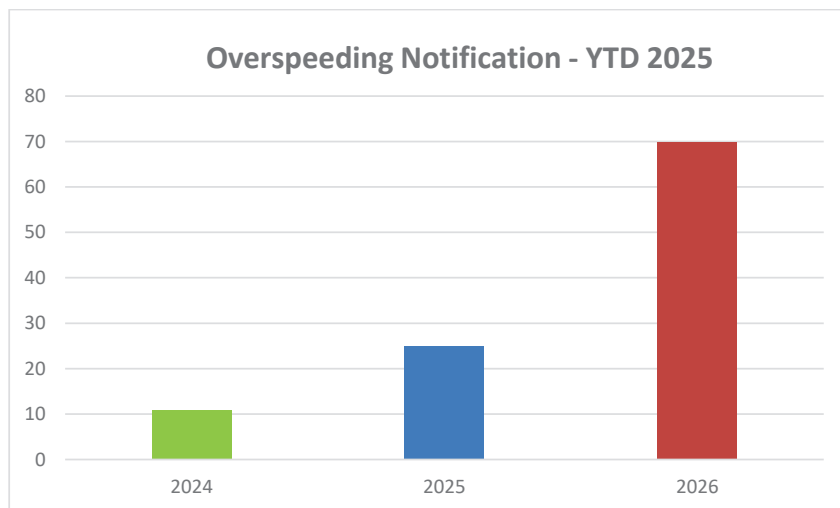
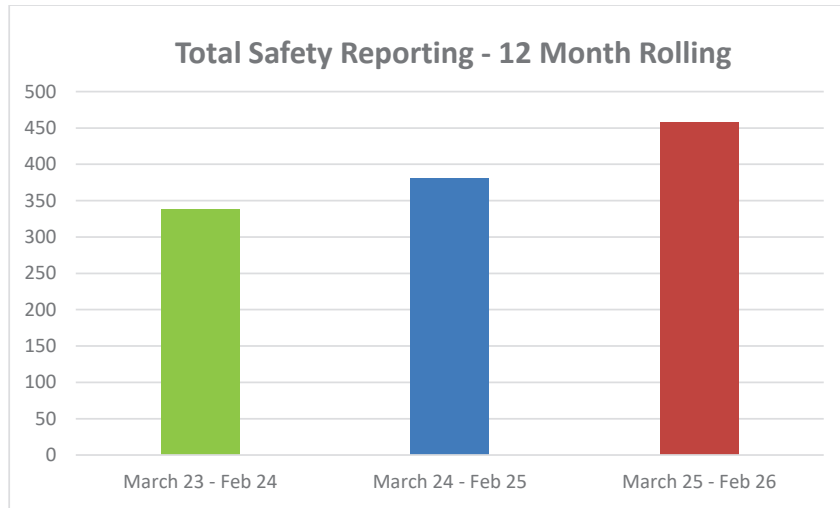
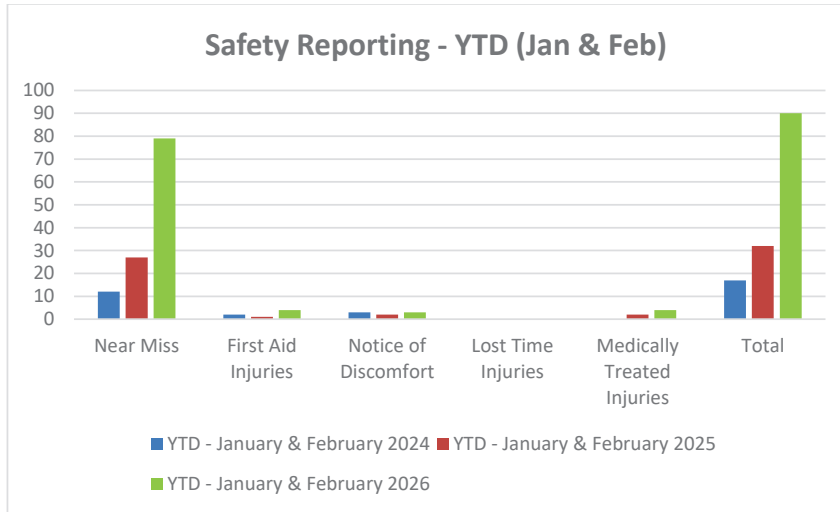
Area	Key highlights
<p>Faculty projects</p>	<ul style="list-style-type: none"> Faculty Management Team (FMT) held an AI workshop and have committed to forming communities of practice to develop best practice in utilising AI across the Faculties. Post this, we have plans to run 2 Masterclass sessions; prompt engineering and agent development.
<p>Research</p>	<ul style="list-style-type: none"> EIT received a consultation paper on the proposed Tertiary Research Excellence Fund (TREF. Replacement for the PBRF). We consulted with HOS and lead researchers in the institution before providing a detailed response to the MoE. Associate Professor Joe Te Rito was appointed into a proportional position to support the development and uplift of research capability in Te Uranga Waka/Te Whatukura.

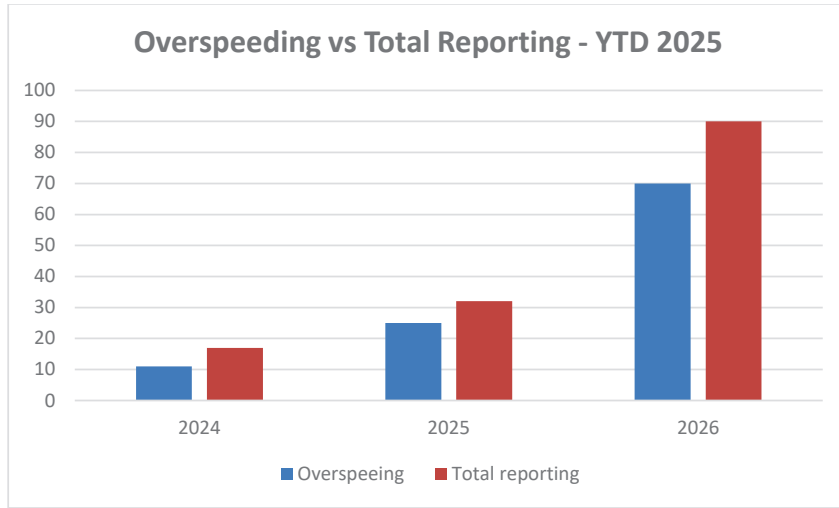


Appendix 2: February Health and Safety reporting

- February 2026 total reporting volume rose sharply compared with February 2025 (47 total events vs 21). This was driven primarily by near-miss reporting (Graph 1). Event severity remains low, indicating no serious harm caused despite higher reporting volumes.
- Total year-to-date reporting has risen from 17 reports in 2024, to 32 reports in 2025 and then 90 total reports in 2026 (+58; +181%), with near misses comprising the majority.
- 12-month rolling trend - 458 reports (Mar-25 to Feb-26) vs 380 the prior year and 338 in 2024 (+78; +20.5%) a sustained lift in reporting activity.
- Vehicle overspeeding dominates the 2026 YTD mix with 70 of 90 YTD reports (77.8%), a similar share to last year.
- The uplift in reporting concentrated in leading indicators (near misses), which is consistent with stronger reporting culture and/or improved hazard detection rather than increased harm, which is supported by stable MTIs and zero LTIs.









COUNCIL MEMORANDUM

TE AHO A MĀUI

TITLE: Finance Report – February 2026
MEETING DATE: 24 March 2026
MEETING TYPE: Part 1 – Public Meeting
AUTHOR: Victor Saywell, Executive Director, Finance
PURPOSE: INFORMATION

1. Executive Summary

- 1.1. EIT commenced the financial year positively, with the year to date (YTD) deficit to 28 February 2026 of \$1.4M being better than budget of \$1.8M (seasonally, there is little educational delivery in January, so it has low revenue and a large deficit, therefore it takes a few months to lift YTD results into surplus). This is the first financial reporting for EIT as a standalone Crown Entity since 1 January 2026.
- 1.2. Cash position is currently stronger than budgeted, primarily because of higher income in advance than budgeted and non-current assets are lower than budgeted. There was a higher degree of uncertainty around the expected balance sheet position at 31 December 2025 when preparing the 2026 budget with the transition to standing alone. Contributing factors included the value of transfer of significant campus rebuild costs from NZIST late in the year, uncertainty around the level of capital expenditure towards the end of 2025 for the rebuild and delivery of IT equipment and limited clarity on how the recapitalisation process would work in practice.
- 1.3. With Semester 1 withdrawals closed, work is underway on the first reforecast for the year now that initial EFTS recruitment is becoming clearer. The actual capital expenditure in 2025 was lower than expected and there is expected to be additional capital expenditure in 2026 as a result of that deferral, which will form part of the reforecast.

2. Resolution

It is recommended that the Council:

Note receipt of the Finance Report for February

3. Purpose

To provide Council with a report on the financial performance for the first two months of the year as a Crown Entity and on the financial position as at 28 February 2026.

4. Background

Financial figures early in the financial year can be quite variable and patterns don't emerge reliably until a few months in, with most programmes not starting until February and many staff on leave in January.

5. Financial Performance

- 5.1. Comparison to Budget

5.1.1. The YTD deficit of \$1.4M is \$0.4M better than budget, primarily because revenue YTD for the two months to 20 February 2026 is ahead of budget. Higher international student fees from higher EFTS delivery contributed.

5.1.2. While delivered EFTS below looks light against budget for the two months, the phasing of the budgeted EFTS for 2026 appears a little high. In relation to last year DQ7+, DQ3-7 and international onshore EFTS are all ahead in 2026. We are managing L1-2 delivery more carefully in 2026, as we ran out of this funding by early July last year and were not funded for some of that delivery.

EIT EFTS	Delivered YTD as of Feb 2026			Delivered YTD as of Feb 2025		Enrolled 12 months 2026		
	Actuals	Budget	Variance	Actuals	Variance	Current	Budget	% complete
SAC 26 L1-2 On Plan	31	35	-4	46	-14	182	354	52%
DQ7+ (SAC 01 + SAC 30)	99	115	-17	91	8	892	1,003	89%
DQ3-7 (UFS Level 3-7)	197	219	-22	175	22	1,223	1,835	67%
Youth Guarantee	13	15	-2	26	-13	85	137	62%
ACE	5	35	-30	0	5	7	210	3%
TA	15	15	-0	15	-0	148	166	89%
ITO	3	14	-10	28	-25	3	109	3%
STAR	-	1	-1	0	-0	-	-	0%
Other Contracts	7	19	-11	0	7	13	110	12%
Domestic Full Fee (DOM)	2	-	2	1	1	10	17	59%
International (Int)	177	271	-93	181	-4	845	1,610	52%
Onshore	91	76	14	63	28	428	761	56%
Offshore	87	195	-108	118	-31	417	849	49%
Total	550	739	-189	563	-13	3,409	5,551	61%

5.1.3. Total expenditure is marginally below budget, with operating expense savings being offset by higher holiday pay liability costs.

5.2. Comparison to Last Year

The YTD deficit of \$1.4M is \$2.0M better than last year. Revenue is up \$0.6M, primarily student fees (mainly international), but also funding for domestic delivery. Staff costs are lower by \$1.3M YTD, of which \$0.4M is reduced cost, the other \$0.7M is as a result of once again recording holiday pay liability movements each month (so the impact of leave liability changes are visible regularly, comparisons to last year can't be taken at face value during 2026). Operating costs and depreciation are both marginally lower than last year.

6. Financial Position

6.1. Comparison to Budget

The balance sheet shows \$6M higher cash than budgeted, reflecting \$3M higher income in advance and \$6M lower non-current assets than budgeted. We expect debtors to come into line with budget shortly, with the transition to standing alone having delayed some payments by debtors as they needed to understand the legal changes and then accommodate those in their systems before making payment.

6.2. Comparison to Last Year

Non-current assets are \$30M higher than last year, primarily as a result of transferring more than two years of campus rebuild costs (completed plus work in progress) from NZIST to EIT in late 2025. Other factors include reversing some earlier impairment charges in 2025, rebuilding IT capability, revaluation, etc. Cash and Term Deposits are down \$8M, despite receiving \$5M in recapitalisation, because of purchasing a significant proportion of the campus rebuild costs (another \$9M of campus rebuild costs was technically gifted by NZIST, as a result of them receiving the initial insurance payments towards the rebuild costs).

EIT Council Agenda - Part 1 - February Financial Report

	YEAR TO DATE			FULL YEAR	
	Current Year Actual February 2026 \$'000	Current Year Budget February 2026 \$'000	Last Year Actual February 2025 \$'000	Full Year Budget 2026 \$'000	Full Year Actual 2025 \$'000
REVENUE					
Government Tuition Funding					
EFTS Related TEC Funding	4,443	4,480	4,156	40,413	37,084
ITO Funding	69	100	301	1,372	1,213
Other On Plan TEC Funding	523	600	259	3,629	3,336
Fees Free Funding	0	0	49	0	48
Total Government Tuition Funding	5,035	5,180	4,765	45,413	41,681
Student Fees & Charges					
Domestic Fees	1,242	1,301	1,135	9,755	9,190
Student Services Levies	498	245	421	382	656
International Fees	2,621	2,445	2,230	21,688	20,344
Total Student Fees	4,361	3,990	3,786	31,824	30,190
Research Income					
PBRF Income	107	108	102	647	679
External research grants	0	53	27	265	168
Total Research Income	107	160	129	912	846
Other Income					
Off Plan Government Funding	691	648	653	4,172	4,218
Interest Income	210	194	329	850	1,795
Other Operating Income	438	421	570	3,402	4,261
Total Other Income	1,339	1,263	1,552	8,424	10,274
TOTAL REVENUE	10,842	10,594	10,232	86,573	82,991
EXPENDITURE					
Staffing Costs	6,956	6,583	8,241	50,212	53,250
Property Costs	1,030	981	1,064	5,969	6,244
Interest Expense	0	0	0	0	0
Operating Costs - Faculties	1,174	1,458	1,558	9,632	8,947
Operating Costs - Administration	1,918	2,149	1,591	12,368	10,408
Total Operating Expenses	4,122	4,588	4,213	27,969	25,599
TOTAL EXPENDITURE	11,078	11,171	12,454	78,180	78,849
CASH GENERATED FROM OPERATIONS	(236)	(577)	(2,222)	8,393	4,142
Depreciation & Amortisation	(1,127)	(1,254)	(1,207)	(8,178)	(7,827)
NET SURPLUS/(DEFICIT)	(1,363)	(1,832)	(3,428)	215	(3,685)

For management purposes, the PBE Debtor balance shown is not adjusted monthly, so reflects the PBE balance as at the previous December, and are recalculated in December each year. Correspondingly government funding and domestic fees are only adjusted for PBE non-exchange transactions in December too.

EIT Council Agenda - Part 1 - February Financial Report

	YEAR TO DATE			FULL YEAR	
	Current Year Actual as at February 2026 \$'000	Current Year Budget as at February 2026 \$'000	Last Year Actual as at February 2025 \$'000	Full Year Budget 2026 \$'000	Full Year Actual 2025 \$'000
Current Assets					
Cash & Bank Balances	7,935	746	8,264	1,694	20,525
TEC Debtor	19,830	20,394	22,536	600	0
Accrued Interest Income	205	198	275	169	149
PBE Debtor	1,716	1,508	1,508	1,508	1,716
Other Debtors	9,013	7,082	4,859	3,789	4,102
Inventory	528	481	308	507	531
Prepayments	1,606	2,004	1,100	2,682	891
Short Term Investments	34,000	35,000	41,689	25,000	14,673
Total Current Assets :	74,834	67,413	80,539	35,950	42,587
Current Liabilities					
Income in Advance	46,863	43,413	46,357	15,928	17,879
Trade Creditors	7,880	7,440	7,653	4,348	2,974
Provisions & Accruals	468	286	349	268	181
Scholarship & Other Funds	174	140	141	140	174
Salary Accrual	1,998	2,005	2,047	1,805	1,545
Leave Accrual	3,405	3,350	4,603	4,750	4,277
Other Current Liabilities	0	0	0	0	0
Total Current Liabilities :	60,787	56,634	61,150	27,238	27,031
NET WORKING CAPITAL	14,047	10,779	19,388	8,712	15,556
	123%	119%	132%	132%	158%
Non-Current Assets					
Land & Buildings	123,296	122,690	100,567	131,808	124,080
Capital Works in Progress	4,990	6,782	552	498	4,122
Plant Machinery & other Assets	7,774	11,228	4,872	12,595	7,694
Computer Software	0	0	1	0	0
Other Intangibles	1,842	1,842	1,945	1,757	1,860
Receivables Non Current	0	0	0	0	0
Investments	3	3	3	3	3
Total Non-Current Assets :	137,906	142,546	107,941	146,660	137,760
Non-Current Liabilities					
Lease - Make Good Provision	80	50	50	50	80
Other Non Current Liabilities	57	51	56	51	57
Total Non-Current Liabilities :	137	101	106	101	137
NET ASSETS	151,815	153,225	127,224	155,272	153,179
EQUITY					
Equity Opening Balance	56,241	55,836	59,926	55,836	59,926
Asset Transfer	9,240	9,240	0	9,240	0
Recapitalisation	5,168	7,591	0	7,591	0
Operating Result	(1,363)	(1,832)	(3,428)	215	(3,685)
General Equity :	69,286	70,835	56,498	72,882	56,241
Asset Revaluation Reserve	67,857	67,717	56,053	67,717	82,265
Other Restricted Reserve	14,673	14,673	14,673	14,673	14,673
TOTAL EQUITY	151,815	153,225	127,224	155,272	153,179

For management purposes, the PBE Debtor balance shown is not adjusted monthly, so reflects the PBE balance as at the previous December, and are recalculated in December each year. Correspondingly government funding and domestic fees are only adjusted for PBE non-exchange transactions in December too.



COUNCIL MEMORANDUM

TE AHO A MĀUI

TITLE: Academic Report

MEETING DATE: 24 March 2026

MEETING TYPE: Part 1 - Public

AUTHOR: Ondene van Dulm

PURPOSE: FOR INFORMATION

1. General

Council is requested to receive this report and the attached minutes of the 16 February 2026 Academic Committee meeting. An overview of key academic matters is given below for Council's interest.

1.1. Sector academic matters

1.1.1. NZQA released interim Level 7+ monitoring requirements for 2026, while the Integrated Quality Assurance Framework is stood up.

- Identification of programmes was based on first year of delivery, volume of monitor recommendations in 2025, existing concerns or action plans.
- No EIT programmes were identified for NZQA monitoring in 2026.
- EIT will continue with all 2026 monitoring activities as planned and budgeted for,
 - reflecting our ongoing commitment to quality assurance,
 - positioning us well to engage with NZQA's iQAF implementation in due course, and
 - allowing us to continue to act upon the wealth of information supplied by monitoring activities.
- In the absence of NZQA prescription, EDC will work with faculty kaimahi to shape the monitoring format in 2026 and beyond to best serve the above purposes.

1.2 Academic portfolio matters

1.2.1 New programme updates:

- Postgraduate suite in Applied Data Analytics was approved by the Academic Approvals Committee on 11 March, subject to some minor changes, for submission to Academic Committee in April and then to NZQA for approval and accreditation.
- Postgraduate suites in Healthcare Management and Project Management are progressing.
- Bachelor of Social Work review to align to revised Social Work Board is progressing.
- Bachelor of Teaching (Primary) and Bachelor of Teaching (Early Childhood Education) reviews to align with revised Teaching Council standards are progressing.
- Conversion of Training Schemes to Micro-credentials as required by NZQA continues.

2. Resolution

It is recommended that the Council:

- a. Receive the Academic Report and Academic Committee minutes.



Minutes Academic Committee | 16 February 2026

at 2pm Council Room and online via Microsoft Teams

Attendees (10)

Ondene van Dulm (Chair), Markus Dipper, Emre Erturk, Robin Fabish, Victoria Fuata'i, Philippa Jones, Lucy Laitinen (Chief Executive Officer), Helen Ryan-Stewart, Deb Stewart, JaX van Niekerk

In attendance:

Jeanette Fifield (Minute Secretary), Jade Peterson (Younited)

Apologies:

Tracey Tangihaere, John West

Open Agenda

O van Dulm has been delegated the role of Chair by L Laitinen until June 2026.

Karakia

The meeting was opened with karakia led by O van Dulm.

1. Administration

1.1 Welcome, whakawhanaungatanga and apologies

The Chair welcomed members to the meeting and acknowledged the contribution of retired members: E Erturk, G Harkness, P Lander and A Grogan and noted this was E Erturk's final meeting. The Chair also welcomed D Stewart back to the committee acknowledging her renewal as an academic staff representative.

The Chair welcomed new members R Fabish (Executive Director Māori), L Laitinen (Chief Executive Officer) and P Jones (Executive Director International). A whakawhanaungatanga session took place.

An apology was received for T Tangihaere and J West.

1.2 Register of interests

No interests were declared.

1.3 Quorum

Quorum of members achieved.

1.4 2026 academic committee meeting dates

The academic committee received the 2026 meeting dates for information and noted that further out-of-schedule meetings may be required should applications for approval by the committee increase. J Petersen confirmed that Younited will close on 11 December 2026.

Action: O van Dulm and the Secretary will review the December academic committee meeting date as required.

1.5 Actions report 15 December 2025

The academic committee reviewed the action report. Members provided status updates on the listed actions.

Action: The Secretary will update the action report to append to the minutes of the meeting.

1.6 Closed actions report 15 December 2025

The academic committee received the Closed / completed actions report, for information.

1.7 Minutes of the last meeting 15 December 2025

Retraction of Item 6. The acknowledgement of O van Dulm's last meeting as Chair is withdrawn.

Resolved (H Ryan-Stewart / E Erturk)

That Academic committee accept the minutes of the meeting held on 15 December 2025 as a true and correct record.

CARRIED

2. Subcommittees of academic committee

2.2 2026 subcommittee meeting dates

Resolved (H Ryan-Stewart / J van Niekerk)

That Academic committee receive the 2026 subcommittee meeting dates.

CARRIED

3. Academic Committee workplan reports

3.1 Overview of type 1 changes to programmes/courses 2025

The academic committee received a verbal overview of the report. The members reviewed the report and discussion took place. Minor corrections were noted and definitions of type 1 and type 2 changes were clarified. It was also noted the need for clearer guidance on whether consultation with the appropriate staff is taking place when decisions or changes may affect international students.

Action: M Dipper, O van Dulm, P Jones will meet to discuss the qualification title for HB4047 Tourism Opportunities.

RESOLVED (M Dipper / J van Niekerk):

That Academic Committee receive the type 1 changes to programmes/courses 2025 report and submit it to NZQA.

CARRIED

4. Any other open business

There was no open business.

5. Resolution to exclude the public

RESOLVED (O van Dulm)

That the public be excluded from the remainder of the meeting. This resolution will be made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

CARRIED

The meeting closed at 2.45pm.



COUNCIL MEMORANDUM

TE AHO A MĀUI

TITLE: Audit Committee Terms of Reference and Employer Committee Terms of Reference
MEETING DATE: 24 March 2026
MEETING TYPE: Part 1 - Public
AUTHOR: Lucy Laitinen, Chief Executive Officer
PURPOSE: FOR APPROVAL

1. Executive Summary

1.1. At the Council meeting on 17 February 2026 Council approved the formation of two new Council committees: the Audit Committee and the Employer Committee.

2. Resolution

It is recommended that the Council:

- a. **Approve** the Terms of Reference for the Employer Committee; and
- b. **Approve** the Terms of Reference for the Audit Committee.



Audit Committee Terms of Reference

1. Purpose

The primary purpose of the Audit Committee is to assist the Council of Eastern Institute of Technology (EIT) in fulfilling its governance responsibilities relating to financial reporting, internal controls, and internal and external audit.

The Committee provides oversight and advice to the Council to support the integrity and effectiveness of the Institute's financial reporting processes, audit arrangements, and systems of internal control.

2. Authority

The Audit Committee is a committee of the Council. In order to fulfill its responsibilities, the Committee has the authority to:

- Seek any information from any officer or employee of the Institute and from any advisor or consultant.
- Obtain independent professional advice, including legal, accounting, or technical expertise, as required.
- Require access to all relevant documents and reports related to audit matters.

Internal and external auditors retain direct access to the full Council if needed.

The Committee operates within the Council's delegations and policies and follows the same requirements as the Council for the conduct of meetings.

3. Responsibilities

The Audit Committee is responsible for:

- Overseeing the processes for the appointment and, when necessary, removal of internal and external auditors.
- Reviewing and approving the internal and external auditor's terms of engagement, proposed fees, and audit scope.
- Reviewing and approving the annual audit plan, ensuring consistency with the audit engagement and coordination of internal and external audit activities.

- Reviewing the findings from internal and external audits, including management reports, significant audit and accounting judgements, and compliance with accounting standards.
- Reviewing material communications between management and auditors, including representation and management letters.
- Ensuring management responses to recommendations highlighted in audit reports are appropriate and acted upon.
- Examining any other matters referred to the Committee by Council.

4. Membership

- The Committee shall comprise not fewer than three Council members.
- Members and the Chair are appointed by Council annually. The Council Chair is not eligible to chair the Audit Committee.
- The Committee may co-opt external experts to assist in discharging its responsibilities.
- A quorum shall be a majority of members.

5. Delegated Authority of the Chair

- The Audit Committee Chair may act on behalf of the Committee in relation to urgent audit matters when it is not practicable to convene a full meeting.
- Any such actions will be reported to the Committee and Council at the earliest opportunity.

6. Meetings

- The Committee will meet at least twice per year, aligned with the financial reporting and audit cycle, or more frequently if required.
- Meetings may be attended by other Council members.
- The Chief Executive and Finance Director normally attend to provide papers and advice; other senior managers may be invited as required.
- Secretariat support will circulate agendas, papers, and record minutes.
- The Committee may meet with internal or external auditors without management present if required.

7. Reporting

- The Committee will maintain direct lines of communication with auditors, the Chief Executive, and senior management on matters relevant to audits.
- Following each meeting, the Chair will report the Committee's findings and recommendations to Council.

8. Conflicts of Interest

Members must declare any conflicts of interest and may be required to withdraw from discussion or decision-making.

9. Review of Charter

The Committee will review the adequacy of this terms of reference and the Committee's effectiveness annually, and report any proposed changes to the Council for approval.

DRAFT



EMPLOYER COMMITTEE TERMS OF REFERENCE

1. Purpose

The Employer Committee enables the Council to manage its employer responsibilities as outlined in relevant legislation including relevant legislation, including the Public Service Act 2020 and the Education and Training Act 2020.

The Council is the employer of the Chief Executive. The Chief Executive is the employer of all other staff.

2. Authority

The Council delegates the following authority to the Employer Committee:

- Negotiate and approve the Chief Executive's employment agreement, including terms and conditions.
- Approve the Chief Executive's professional development plan.
- Commission independent professional advice (legal, HR, remuneration, or other expertise) in relation to the Chief Executive's employment, as is required.
- Act on urgent matters concerning the Chief Executive's employment through the Committee Chair when convening the full Committee is not practicable.
- Provide a formal conduit for Council members to raise questions, suggestions, or concerns relating to the Chief Executive.

The Council Chair may act on behalf of the Employer Committee in relation to urgent matters concerning the Chief Executive's employment where it is not practicable to convene the Committee.

All actions taken under this authority must be reported to the Committee and Council at the earliest opportunity.

3. Responsibilities

The Employer Committee is responsible for:

- Agreeing annual performance objectives with the Chief Executive and monitoring progress.
- Undertaking the Chief Executive's annual performance review.
- Addressing any performance issues that arise.
- Undertaking an annual review of remuneration.
- Considering CEO succession planning and advising on interim arrangements if needed.
- Ensuring the Council's employer responsibilities are effectively discharged and reported.
- Examining any other matters referred to it by the Council.

The Council Chair, on behalf of the Committee and Council, remains responsible for negotiating with the CEO on employment conditions and employment matters such as approval of leave.

The Council Chair, on behalf of Council, remains responsible for engaging with required agencies, such as the Public Services Commission, regarding the employment and employment conditions of the CEO.

4. Membership

The Employer Committee shall include a minimum of one other Council member in addition to the Council Chair and Deputy Chair. Members of the Employer Committee will not include staff or students of the Institute.

The Employer Committee is normally convened by the Council Deputy Chair, to provide for separation of roles with the Council Chair.

The Committee membership is ratified by Council each year. The Council Chair may consult with the Chief Executive as part of this consideration prior to seeking Council ratification.

A quorum will be a majority of Committee members.

Membership of the Employer Committee will be reviewed annually but the Chair and Deputy Chair are to be mindful of the importance of the relationship with the Chief Executive and the need to bring some continuity, consistency and certainty to it.

5. Committee Support

The Committee may obtain independent professional advice (including legal, HR, or remuneration advice) where necessary to fulfil its responsibilities.

6. Meetings

The Committee will meet as required, but usually quarterly each year, to annually agree performance objectives, receive ongoing updates and a report against performance objectives, and undertake the Chief Executive's annual performance review.

Due to the confidential nature of matters relating to the Chief Executive's employment, discussions of the Committee will normally be held in committee.

7. Reporting

The Employer Committee will report to the Council following relevant meetings and will provide an annual assurance that the Council's employer responsibilities have been appropriately discharged.

8. Conflicts of Interest

Members must declare any conflicts of interest and may be required to withdraw from discussion or decision-making.

9. Review of Terms of Reference

The Committee will review this Terms of Reference at least every two years to ensure it remains appropriate.