

CONFIRMED MINUTES

EIT COUNCIL MEETING - PART 1

At the **EIT Council Meeting - Part 1** on **22 Jun 2026** these minutes were **confirmed as presented**.

Name:	EIT
Date:	Tuesday, 26 May 2026
Time:	10:45 am to 11:12 am (NZST)
Location:	Default Location, 501 Gloucester Street, Taradale, Napier, New Zealand
Board Members:	Tam Jex-Blake , Chris Collins, Kerry Marshall, David Pearson (Chair)
Attendees:	Lucy Laitinen, Emily Mansfield, Victor Saywell

1. EIT Council Meeting - Part 1

1.1 Karakia

1.2 Minutes of the previous meeting

1.3 Interest Register

The Council noticed that some of the interests previously notified had fallen off the register in the transition to the new board system.



Update interests register

IPU NZ - missing for Chris Collins

GFF & TGB missing for Tam Jex-Blake

Due Date: 15 Jun 2026

Owners: Emily Mansfield, Jeanette Fifield

1.4 Welcome/Apologies/Notices

The Chair welcomed everyone to the meeting.

1.5 Minutes of the previous meeting



Minutes of previous meeting

That the minutes of the EIT Council meeting held on 21 April 2026 Part 1, having been circulated, be taken as read and approved.

Decision Date: 26 May 2026

Mover: Kerry Marshall

Seconder: Tam Jex-Blake
Outcome: Approved

Note, minutes were tabled.

1.6 Action Register

All actions have been completed.

2. Correspondence - none

3. CEO Report

3.1 CEO Report



CEO Report

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

Decision Date: 26 May 2026
Mover: Kerry Marshall
Seconder: Tam Jex-Blake
Outcome: Approved

The CEO's community meetings have been well received. Insights from the visits were shared with Council, highlighting the significant differences between campuses and the importance of local engagement. It was noted that tailored approaches are required to effectively respond to the needs of each community.

The discovery projects are underway and remain on track.

The CEO is hosting a workshop for managers from across EIT this week, alongside a celebration event marking 50 years of EIT.

Two further graduation ceremonies were held last week in Auckland and the Cook Islands, both of which were successful. A survey will be completed, and feedback will be shared with Council members.

The CEO will be travelling to China for two weeks in June.



Summary of feedback from graduation ceremonies

Requested for June 22nd, however survey results are still being assessed and will be presented to the July Council

- Provide council with feedback/survey results from graduation ceremonies

Due Date: 21 Jul 2026
Owner: Lucy Laitinen

4. For approval

4.1 Delegations



Delegations

That the EIT Council:

1. Approve the appointment of Christopher Comber, incoming Chief Financial Officer, as a bank signatory from 15 June 2026, and approve the temporary continuation of bank signatory authority for Victor Saywell, Executive Director Finance, pending completion of the banking signatory process for Christopher Comber.
2. Note that, with the agreement of the Council Chair, Lucy Laitinen will temporarily delegate her full authority as CEO, to the Executive Director Portfolio and Performance, Patrick Jones, for the period 8 to 19 June 2026 while on a work trip to China; and that she will temporarily delegate her full authority as CEO, to Executive Dean, John West, for the period of her annual leave from 27 June to 24 July 2026.

Decision Date: 26 May 2026
Mover: Chris Collins
Seconder: Kerry Marshall
Outcome: Approved

4.2 Finance Report



Finance Report

That the EIT Council approve receipt of the Finance Report.

Decision Date: 26 May 2026
Mover: Kerry Marshall
Seconder: Tam Jex-Blake
Outcome: Approved

The financial position remains positive.

The Council discussed difficulty in preparing a five-year forecast given imminent funding changes from TEC.

The Council was updated on the status of insurance claims related to cyclone damage, which are yet to be resolved.

5. For information

5.1 Academic Report and Minutes



Academic Report and Minutes

That the EIT Council approve receipt of the Academic Report and Academic Committee minutes.

Decision Date: 26 May 2026
Mover: Chris Collins
Seconder: Kerry Marshall
Outcome: Approved

The CEO proposes that the Executive Director, Student & Academic Services, should permanently chair the Academic Committee going forwards. The Council to formally approve this change at the next council meeting.

A discussion was held regarding the pastoral care code report, this is to be provided at the next council meeting.



Pastoral care code report

- Pastoral care code report to be provided at the next council meeting in June

Due Date: 22 Jun 2026
Owner: Lucy Laitinen



CEO to bring delegation to Council for Academic Committee Chair

The CEO proposes that the Executive Director, Student & Academic Services, should permanently chair the Academic Committee

Due Date: 22 Jun 2026
Owner: Lucy Laitinen

6. General Business

6.1 Capital Projects Decision Framework – Strategic, Simple, Smart (3S)



Capital Projects Decision Framework

That the EIT Council:

- a) approve the adoption and implementation of the Strategic–Simple–Smart (3S) capital decision framework for evaluating and prioritising all capital project proposals.
- b) approve the “Post-Approval Project Prioritisation and Scheduling – Safety, Strategy and Impact (SSI) Method.”
- c) endorse the proposed capital decision-making approach, including the introduction of tiered delegation bands and dual approval expectations for higher-value capital expenditure, noting that detailed sub-delegations will be implemented by the Chief Executive in accordance with the Delegations Policy.
- d) note that the Asset Steering Group will operate as a cross-functional forum to review, test and recommend capital proposals, providing input to delegated decision-makers rather than holding formal delegated authority.
- e) confirm that the Capital Planner is responsible for prioritising and scheduling all approved projects using the SSI weighted scoring model, within approved budgets and under oversight of the Chief Executive and Executive Leadership Team.
- f) note that the proposed framework operates within the existing Delegations Policy, and that no policy changes are required at this stage; and that if changes to the policy or standing delegations are required they will be brought to Council for approval.

Decision Date: 26 May 2026
Mover: Tam Jex-Blake
Seconder: Kerry Marshall
Outcome: Approved

The Council noted and is supportive of the new framework for evaluating and prioritizing capital projects. It emphasizes transparency, strategic alignment, and the need to balance maintenance with strategic investments.

It was noted the framework must be embedded in our strategic vision.

7. Resolution to move to Part 2

7.1 See Part 2 pack

Next meeting: EIT Council Meeting - Part 2 - 26 May 2026, 11:15 am

Approved decisions made between meetings



Auckland lease approval

That the Council approve the lease on 238 Queen St Auckland between EIT and Cliffedge Investments Limited and;

delegate to CEO, Lucy Laitinen, and Executive Director Operations, Glen Harkness, the authority to sign the lease on behalf of EIT.

4 Supported: David Pearson , Kerry Marshall , Tam Jex-Blake , Chris Collins - Well done

0 Opposed:

0 Abstained:

Decision Date: 18 May 2026

Outcome: Approved

New Actions raised in this meeting

Item	Action Title	Owner(s)
1.3	Update interests register Due Date: 15 Jun 2026	Emily Mansfield, Jeanette Fifield
3.1	Summary of feedback from graduation ceremonies Due Date: 21 Jul 2026	Lucy Laitinen
5.1	Pastoral care code report Due Date: 22 Jun 2026	Lucy Laitinen
5.1	CEO to bring delegation to Council for Academic Committee Chair Due Date: 22 Jun 2026	Lucy Laitinen

Signature: _____

Date: _____