CONFIRMED MINUTES

EIT COUNCIL MEETING - PART 1

At the **EIT Council Meeting - Part 1** on **21 Jul 2026** these minutes were **confirmed as presented.**

Name:	EIT
Date:	Monday, 22 June 2026
Time:	11:00 am to 11:30 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, Chris Comber, Patrick Jones

1. EIT Council Meeting - Part 1

1.1 Karakia

1.2 Minutes of the previous meeting

EIT Council Meeting - Part 1 26 May 2026, the minutes were confirmed as presented.

Minutes of the previous meeting

That the minutes of the EIT Council meeting held on the 26 May 2026 Part 1, having been circulated, be taken as read and approved.

Decision Date:	22 Jun 2026
Mover:	Chris Collins
Seconder:	Kerry Marshall
Outcome:	Approved

1.3 Interest Register

EIT Council noted the interest register was up to date. The chair reminded Council members to let the board secretary of any additions or changes.

1.4 Welcome/Apologies/Notices

The Chair welcomed everyone to the meeting.

2. Correspondence

2.1 Inwards Correspondence

Correspondence received

It was noted that EIT Council received correspondence.

Decision Date: 22 Jun 2026
Mover: Chris Collins
Seconder: Kerry Marshall
Outcome: Approved

3. CEO Report

3.1 CEO Report

CEO report

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

Decision Date: 22 Jun 2026
Mover: Tam Jex-Blake
Seconder: Kerry Marshall
Outcome: Approved

Patrick Jones was Acting CE during part of the reporting period and wrote the CEO report.

It was noted that attendance at the recent EIT 50th anniversary event was strong. EIT Council also noted the positive outcomes of the management workshop held on the same day, with feedback indicating that leaders valued the strategic focus and are seeking greater direction and development opportunities.

The Council noted plans to reconvene the leadership group in August to contribute to strategy development, budgeting, and financial literacy initiatives, supported by experienced team members. It was agreed that this work will inform the development of a structured leadership programme over time.

The Council acknowledged that it was Victor Saywell's last council meeting and thanked him for his work and dedication to EIT. Chris Comber is taking over as CFO.

Overall, EFTS are tracking largely as planned. International are still below target. The institute is well engaged in recruitment; demographics are strong including Māori.

TEC remain supportive of our strategic direction.

Work is ongoing regarding the risk management framework including H&S, good progress is being made.

There have been limited external engagements this month, but the ones that happened are very relevant.

The organizational snapshot shows how busy we are as an organization, but progress is being made.

4. For approval

4.1 Academic Committee Chair

Academic Committee Chair

That the EIT Council approve the delegation of the authority of the Chair of the EIT Academic Committee to Ondene van Dulm, Executive Director Academic & Student Services, effective from 23 June 2026 until otherwise advised.

Decision Date: 22 Jun 2026
Mover: Kerry Marshall
Seconder: Chris Collins
Outcome: Approved

5. For information

5.1 Finance Reports

Finance reports

That the EIT Council approve receipt of the finance reports.

Decision Date: 22 Jun 2026
Mover: Kerry Marshall
Seconder: Tam Jex-Blake
Outcome: Approved

5.2 Academic Report and Minutes

Academic Report and Minutes

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

Decision Date: 22 Jun 2026
Mover: Tam Jex-Blake
Seconder: Kerry Marshall
Outcome: Approved

No part 2 Academic Committee last month.

6. General Business

6.1 Governance Policies - for approval

Governance Policies

That EIT Council:
1. Approve the GovPol 01 The Role of Council and GovPol 02 How Council Operates
policies;
2. Approve the schedule of review of the other policies

Decision Date: 22 Jun 2026
Mover: Chris Collins
Seconder: Tam Jex-Blake

Outcome: Approved

The Council noted the set up a documents folder within BoardPro for draft policies. This will ensure policies are formatted and housed correctly within the quality management framework, with governance policies receiving necessary management input before Council review.

6.2 QMS Project Update

QMS Project Update

That the EIT Council approves:

a) Receipt of the memorandum
b) Notes the project completion extension to 31 August 2026 for (i) Finance documents, and (ii) People and Wellbeing documents

Decision Date: 22 Jun 2026
Mover: Kerry Marshall
Seconder: Tam Jex-Blake
Outcome: Approved

6.3 Resolution to move to part 2

Resolution to move to part 2

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.

Decision Date: 22 Jun 2026
Mover: Chris Collins
Seconder: Tam Jex-Blake
Outcome: Approved

7. Close of meeting

7.1 See Part 2 pack

Next meeting: EIT Council Meeting - Part 2 - 22 Jun 2026, 11:30 am

Signature:____________________ **Date:**_________________________