NorthTec
TAI TOKERAU WĀNANGA

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NorthTec Polytechnic
Minutes of the Council Meeting
Wednesday 14 October 2026 – commenced at 09:15 am
Cream Room, Raumanga Campus and online

Council members present	Graeme Kerr (Chair), Tim Robinson, Nicola Faithfull
In attendance	Derek Slatter- Operations Lead, Lisette Buckle – Director Akonga Success, Dom Hayward – Director People, Partnerships and Wellbeing, Lisa Aubrey – Director Support Services, Taipari Munroe – Amorangi
Minutes taken by	Tracey Hodge, Senior Business Analyst, Tertiary Education Commission
Apologies	Nil
Quorum	A quorum was present throughout the meeting

1. MEETING BUSINESS

1.1 Welcome and karakia

The Chair opened the meeting at 9:15am and welcomed members and attendees. Taipari opened the meeting with a karakia.

1.2 Apologies

RESOLVED (Graeme Kerr / Tim Robinson)

There were no apologies.

CARRIED

1.3 Disclosure of conflicts of interest

The Chair asked members to declare any interests in matters on the agenda. No new interests were declared.

Graeme Kerr declared an interest to be recorded on the interests register. Graeme has been appointed Independent Director of Northland Capital Partners.

The Interests Register was noted and is to be updated to record the interests declared.

2. ITEMS FOR DECISION

RESOLVED (Graeme Kerr / Tim Robinson)

That Council:

a) acknowledge and confirm establishment of Northland Polytechnic on 1 October 2026 by Order in Council dated 25 May 2026.

b) Acknowledge and confirm constitution is as set out in the Constitution of Northland Polytechnic Council Notice dated 5 August 2026.

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c) Acknowledge and confirm that Graeme Kerr has been appointed Chair and Nicola Faithfull has been appointed Deputy Chair of the Northland Polytechnic Council.

d) Acknowledge the letter of expectations from the Minister dated 24 June 2026.

e) Acknowledge that on 1 January 2026, Northland Polytechnic will take transfer of assets and liabilities from the New Zealand Institute of Skills and Technology.

f) Approve and adopt the Register of Council members.

g) Approve and adopt the Interests Register.

h) Note each member has disclosed interests in accordance with the Act

i) Appoint the Director of Support Services to the role of Privacy Officer of Northland Polytechnic.

j) Delegate the functions set out in the Notice of Delegation and confirm the Chair and another council member are authorised to execute the delegation.

k) Agree that no common seal will be adopted at establishment.

l) Approve and adopt the policies and procedures as attached to the meeting agenda documentation.

m) Note that the position of Chief Executive is vacant.

n) Delegate, to Derek Slatter, the power to make offers of employment to transferring staff and enter into employment agreements with those staff on behalf of Northland Polytechnic.

o) Note that secretariat support for Council meetings will be provided by a person delegated to the Chair.

p) Approve one or more bank accounts be opened with Westpac.

q) Authorise any two of Lisa Aubrey, Eric Butler, Lissette Buckle, and Rebecca King, to sign all necessary documents in relation to the operation of the bank accounts.

r) Confirm the polytechnic be registered with the Inland Revenue department

s) Confirm the polytechnic be registered with the Accident Compensation Commission.

t) Confirm the polytechnic be registered with the Ministry of Business Innovation and Employment for a New Zealand Business Number.

u) Confirm the polytechnic be registered with Immigration New Zealand as an accredited employer.

v) Acknowledge Directors' and Officers' insurance is in place to 31 December 2026 under the NZIST insurance policy.

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w) Approve the signing of resolutions by the application of electronic signature, and/or two or more counterparts.

x) Authorise the Chairperson and Operations Lead to do all things necessary or desirable to give effect to the above resolutions.

y) Approve and ratify the entry into and performance of the above matters prior to the date of the above resolutions.

CARRIED

5. GENERAL BUSINESS AND FORWARD SCHEDULE

Derek Slatter thanked Lisa Aubrey for the work that has gone into preparing for the first council meeting.

The next Council meeting will be held on 30 October at 9:15 am, Raumanga Campus and online.

The meeting closed at 9:35am.

ACTION LIST

No.	Item	Action	Owner	Due date	Status
1	2n	Sign Notice of Delegation to Derek Slatter	Graeme Kerr	14/10/2026	Open
2					
3					

CONFIRMATION

Confirmed as a true and accurate record of the meeting.



_____ _____

Graeme Kerr, Chair Date