



# Notice of Meeting

A meeting of the Ara Council will be held:

on **Tuesday 26 September 2017**

at **11.00am**

in **Room L233, City Campus.**

Tracey McGill  
Council Secretary



## COUNCIL MEETING AGENDA

Tuesday 26 September 2017  
11.00am  
Room L233, City Campus

	10.30am	Council Only Time	Attached
<b>1) Meeting Business</b>	11.00	<b>1.1 Karakia : Ara Waiata</b>	Te Marino
		<b>1.2 Apologies</b>	
		<b>1.3 Disclosure of Conflicts of Interest</b>	Attached
		<b>1.4 Meeting held Tuesday 29 August 2017</b> <ul style="list-style-type: none"> <li>• Approval of minutes</li> <li>• Matters arising</li> <li>• Action List</li> </ul>	Attached
<b>2) For Discussion</b>	11.10	<b>MONTHLY REPORTS</b>	Attached
		<b>2.1 Chief Executive</b> <b>2.2 Health and Safety</b> <b>2.3 Kaiārahi Report</b>	
		<b>OTHER</b>	
		<b>2.4 Health Precinct</b> <b>(a) Delivery Update (Head of Department - Department of Nursing, Midwifery and Allied Health)</b>	C Andrew
<b>3) For Information</b>	12.00	<b>MONTHLY REPORTS</b>	Attached Attached Verbal Attached Attached Attached
		<b>3.1 Chair Report</b>	
		<b>3.2 Trustees</b>	
		<b>3.3 Sub-Committee Reports</b>	
		<b>a Academic Board</b>	
		<b>b Council Audit and Risk Committee</b>	
		<b>c Council Campus Redevelopment Committee</b>	
<b>d Staff and Council Advisory Group</b>			
		<b>OTHER</b>	
		<b>3.4 2017 Council Work Programme</b>	Attached
		<b>3.5 August Media Report</b>	Attached
		<b>3.6 Pasifika Strategy Update</b>	Attached
<b>4) General Business</b>	12.15	<b>Key Messages</b>	Verbal

<b>PUBLIC EXCLUDED: It will be moved that the public be excluded from the remainder of the meeting. The general subject of the matters to be considered while the public is excluded is:</b>				
<b>5) Strategic Topics for Discussion</b>	12.30	<b>5.1 Ara South – Stakeholder meeting</b>	[s9(2) (f), (i), (j)]	Attached
<b>6) Meeting Business</b>	1.30	<b>6.1 Meeting held Tuesday 29 August 2017 (Public Excluded)</b> <ul style="list-style-type: none"> <li>• Approval of minutes</li> <li>• Matters arising</li> <li>• Action List</li> </ul>	[s9(2) (f), (i), (j)] [s9(2) (f), (i), (j)]	Attached
<b>7) For Discussion</b>	1.45	<b>MONTHLY REPORTS</b> <b>7.1 Chief Executive – Public Excluded</b>	[s9(2) (i), (j)]	Attached
<b>8) For Information</b>	2.15	<b>MONTHLY REPORTS</b> <b>8.1 Council Audit and Risk Committee - Public Excluded</b>  <b>8.2 Council Campus Redevelopment Committee – Public Excluded</b> <b>a) Meeting Minutes</b> <b>b) Programme Dashboard</b> <b>c) Health and Safety Report</b>	[s9(2)(i), (j)] [s9(2)(i), (j)]	Attached
<b>9) General Business</b>	3.00pm			
<p>This resolution will be made in reliance on s48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by s9 of the Official Information Act 1982 which would be prejudiced by the holding of the proceedings of the meeting in public. The section of the Official Information Act which applies is shown beside each item to be considered while the public is excluded:</p> <ul style="list-style-type: none"> <li>• <i>Matters involving confidential information about an identifiable person</i> s9(2)(a) – Protect the privacy of natural persons, including that of deceased natural persons</li> <li>• <i>Submissions to Parliament and other formal advice</i> s9(2)(f) – Maintain confidential conventions which protect political neutrality, and the confidentiality of communications and advice tendered by officials</li> <li>• <i>Commercially sensitive financial data</i> s9(2)(i) – The Crown or any Department or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities</li> <li>• <i>Negotiations in progress with other organisations</i> s9(2)(j) – Enable a Minister of the Crown or any Department or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</li> </ul>				
<b>10)</b>	3.00pm	<b>Poroporoaki</b>		

**Tracey McGill**  
**Council Secretary**

Ko te pae tawhiti  
Whāia kia tata.  
Ko te pae tata  
Whakamaua kia tina

Haere mai e te iti  
Haere mai e te rahi

Kia inu ai tātou  
I te puna Māori  
I te puna Wānaka

Hei tikitiki mōhou  
Mō tātou e

Haere mai kia kapohia  
ngā kai a ngā tīpuna

Kua tau tō waka ki Ara e

Seek distant horizon to reach  
your potential

Come one,  
Come all

So that you may drink  
from the nourishing  
spring that is Te Puna Wānaka

To strive for excellence  
for all

Come and take hold of  
the knowledge of our ancestors

You have arrived in our midst.

<b>Ara Council</b> <b>26 September 2017</b>	<b>Agenda Item</b>	<b>1.3</b>
		<b>Information Item</b>
<b>PUBLIC</b>	<b>Presented by</b>	T McGill

<b>ARA COUNCIL REPORT SUMMARY</b>	
<b>TITLE OF REPORT</b>	<b>2017 Register of Disclosure of Conflicts of Interest</b>
<b>BACKGROUND AND PURPOSE</b>	<ul style="list-style-type: none"> <li>To provide an accurate and up to date register of disclosures of conflicts of interest of the Ara Council members.</li> <li>Since the last update, the disclosures for the Council Chair, Chief Executive and for Melanie Taite-Pitama have been added.</li> </ul>
<b>RECOMMENDATION(S)</b>	N/A
<b>LINK TO ARA STRATEGY</b>	N/A
<b>KEY ISSUES IDENTIFIED</b>	N/A
<b>FINANCIAL IMPLICATIONS FOR ARA</b>	N/A
<b>RISK IMPLICATIONS FOR ARA</b>	N/A

## 2017 Register of Disclosure of Conflicts of Interest

as at 12 September 2017

### Council Members

<p><b>Janie Annear</b> Deputy Chair [Term: 01/01/16 - 30/04/19]</p>	<ul style="list-style-type: none"> <li>• Janie Annear Consulting (Director)</li> <li>• Local Government Commissioner</li> <li>• Canterbury Economic Development Company (Director)</li> <li>• Specialised Structures Advisory Board (Director)</li> <li>• Westhills Forestry Ltd (Shareholder)</li> <li>• Rosehill Trust (Trustee)</li> <li>• Timaru Holdings (Partner)</li> </ul>	<ul style="list-style-type: none"> <li>• Lottery Community Facilities (Fund member)</li> <li>• Lottery Significant Projects (Fund member)</li> <li>• Injury Management (Owner)</li> <li>• South Canterbury District Health Board (P Annear -Board Member)</li> </ul>
<p><b>Thérèse Arseneau</b> (Chair) [Term: 01/05/17 - 30/04/21]</p>	<ul style="list-style-type: none"> <li>• ChristchurchNZ (Chair and Director)</li> <li>• Christchurch Symphony Orchestra (Chair and Trustee)</li> <li>• J Ballantyne and Company Ltd (Director)</li> <li>• Elder Family Trust (Trustee)</li> <li>• CRIS Ltd (Director)</li> </ul>	<ul style="list-style-type: none"> <li>• Therese Arseneau Consulting Ltd (Director and Shareholder)</li> <li>• Spanbild (D Arseneau - Chair and CEO)</li> <li>• Lyttelton Port Company Ltd (D Arseneau - Director)</li> </ul>
<p><b>Jeremy Boys</b> [Term: 01/01/16 - 30/04/19]</p>	<ul style="list-style-type: none"> <li>• South Canterbury Chamber of Commerce (Director)</li> <li>• Opuha Water Ltd (Director)</li> <li>• JW&amp;AM Boys Family Trust (Trustee)</li> </ul>	<ul style="list-style-type: none"> <li>• Ōtautahi Education Development Trust (Trustee)</li> </ul>
<p><b>Jane Cartwright</b> [Term: 01/05/14- 30/04/19]</p>	<ul style="list-style-type: none"> <li>• Ara Foundation (Trustee)</li> <li>• Brackenridge Estate Limited (Chair)</li> <li>• Health Practitioners Disciplinary Tribunal (Member)</li> <li>• Nurse Maude Association (Board member)</li> </ul>	<ul style="list-style-type: none"> <li>• Canterbury Clinical Network (Programme Director)</li> <li>• Cartwright-Newton Family Trust (Trustee)</li> <li>• JC Ltd (Director)</li> </ul>
<p><b>Stephen Collins</b> [Term: 01/05/13- 30/04/19]</p>	<ul style="list-style-type: none"> <li>• Basileus Investments Ltd (Director and shareholder)</li> <li>• Canterbury Employers' Chamber of Commerce (Board member)</li> <li>• Christchurch Heritage Trust (Board member)</li> <li>• Christchurch Heritage Ltd (Director)</li> <li>• Collins Davies Trust (Trustee)</li> <li>• Collins Real Estate Ltd (Director and shareholder)</li> </ul>	<ul style="list-style-type: none"> <li>• S J Collins Family Trust (Trustee)</li> <li>• Oxford 210 Ltd (Director and shareholder)</li> <li>• Rebekah Collins Trust (Trustee)</li> <li>• Ripponvale Investment Ltd (Director)</li> <li>• Samuel Collins Trust (Trustee)</li> <li>• Westwood Ltd (Director and shareholder)</li> <li>• Central City Business Group (CCBG) (Trustee)</li> </ul>
<p><b>Elizabeth Hopkins</b> [Term: 01/05/14- 30/04/18]</p>	<ul style="list-style-type: none"> <li>• Ara Foundation (Trustee)</li> <li>• INNATE Immuno Therapeutics Ltd (Director)</li> <li>• Hi-Aspect (Chair)</li> </ul>	<ul style="list-style-type: none"> <li>• Hopkins Partnership (Director and Shareholder)</li> </ul>
<p><b>John Hunter</b> CAC Chair/CCRC Chair [Term: 01/05/14- 30/04/18]</p>	<ul style="list-style-type: none"> <li>• Hunter York Family Trust (Trustee)</li> <li>• Nelson Bays Primary Health (Chair)</li> <li>• PowerHouse Ventures (Director)</li> <li>• PHO Alliance (Executive member)</li> </ul>	
<p><b>Melanie Taite-Pitama</b> [Term: 01/03/17- 28/02/21]</p>	<ul style="list-style-type: none"> <li>• Tuahiwi Education Ltd (Director/Shareholder)</li> <li>• Taite Family Trust (Trustee)</li> </ul>	

## Council Officers

<b>Tony Gray</b> Chief Executive	<ul style="list-style-type: none"> <li>• TANZ Ltd (Director)</li> <li>• Ōtautahi Education Development Trust (Trustee)</li> <li>• Ara Foundation (Trustee)</li> <li>• Hurford Trust</li> </ul>
<b>Te Marino Lenihan</b> Kaiārahi	<ul style="list-style-type: none"> <li>• k4 Cultural Landscape Consultants Ltd (Director)</li> <li>• Centre of Contemporary Art (CoCA) (Board of Trustees)</li> <li>• Ngā Aho (National Network of Māori Design Professionals) (Executive)</li> </ul>
<b>Tracey McGill</b> Council Secretary	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
<b>George Tylee</b> Deputy Council Secretary	<ul style="list-style-type: none"> <li>• Nil</li> </ul>
<b>Christina Yeates</b> Governance and Strategy Unit Senior Administrator	<ul style="list-style-type: none"> <li>• Nil</li> </ul>

# **Ara Institute of Canterbury**

## **Council Minutes**

### **29 August 2017**

Minutes from the Ara Institute of Canterbury Council meeting held on Tuesday 29 August 2017 at 11.00 am in Room L233, City Campus.

## **1 Statutory Requirements**

### **1.1 Karakia/Mihi**

The meeting commenced with karakia led by Melanie Taite-Pitama.

### **1.2 Welcome**

- a The Chair welcomed all to the meeting including Michael Rondel, Independent Chair, Council Audit and Risk Committee.

### **1.3 Attendance**

- a **Present**

- i **Voting Members**

- Thérèse Arseneau (Chair), Janie Annear, Jeremy Boys, Jane Cartwright, Stephen Collins, Elizabeth Hopkins, John Hunter and Melanie Taite-Pitama.

- ii **Non-Voting Officers**

- Darren Mitchell (Acting Chief Executive), Tracey McGill (Council Secretary), Te Marino Lenihan (Kaiārahi) and Christina Yeates (Minute Secretary).

- iii **In Attendance**

- Michael Rondel (Independent Chair, Council Audit and Risk Committee).

Management: Phil Agnew (Director, Business Development), Judith Brown (Director, Education and Applied Research), Ann Kilgour (Director, Strategic Innovations), Sheila McBreen-Kerr (Director, Academic), and John West (Director, Student Services).

Staff and Council Advisory Group: Deborah Young.

**b Apologies**

**i Voting Members**

Nil.

**ii Non-Voting Officers**

Te Marino Lenihan (Kaiārahi) for early departure.

**iii Management**

Nil.

**1.4 Disclosure of Conflicts of Interest**

[Pages 17/Ara Council/08/616-618]

**a Additions/Alterations to the Disclosures of Conflicts of Interest Schedule**

The Council minute secretary advised that disclosures have now been received from Thérèse and Melanie and will be added to the conflicts of interest register.

**Declarations of interest for items on today's agenda**

Nil.

**1.5 Confirmation of Minutes**

[Pages 17/Ara Council/08/619-629]

**a Minutes of Committee Meeting – 25 July 2017**

*It was **resolved** that the minutes of the ordinary meeting of the Ara Council held on 25 July 2017 (not being a meeting or part of a meeting from which the public was excluded) be confirmed as a correct record of proceedings of that meeting and be signed by the Chair accordingly.*

*J Annear/J Boys*

*Carried*

**b Action List of Committee Meeting – 25 July 2017**

The action list of the 25 July 2017 meeting was received and noted. All actions in progress and specific updates are recorded below:

- Action 1652 – 10 year financial model: DM advised that this is progressing well in preparation and the issue is the current EFTS position. It was agreed that this would be provided to the Council Audit and Risk Committee (CARC) for review by email and feedback would be provided from the CARC at the September Council meeting.
- Action 1812 – Pasifika Implementation Update – community relationships update by the Kaiārahi. Te Marino advised there are details in his report but would also provide a verbal update on these relationships in agenda item 2.3. Completed. Remove.
- Action 1813 – Health and Safety Benchmarking. Darren advised that this is ongoing and there is no current quality health and safety benchmarking across the ITP's at a sector level. Conversations will continue in this area

and Ara will continue to refine using the ACC benchmarking information across the New Zealand tertiary sector across New Zealand. Completed. Remove.

- Action 1820 – Stakeholder Engagement Planning: Thérèse advised that this item will be discussed in public excluded. Complete. Remove.
- Action 1821 – Health and Safety Dashboard Reporting: Completed and included in agenda item 2.1. Remove.
- Action 1822 – Health and Safety Assurance overview: Darren reminded Council that that the strategies for improvement have already been signed off within the Health and Safety workplan by Council. However, it was agreed that the assurance overview item is the “umbrella” piece. It was agreed that this does not need to come back to a Council meeting and can be circulated via email and placed on Diligent for reference purposes. The action list will be updated to reflect this.
- Action 1823 – Academic Board/TANZ : Sheila tabled a list of qualifications for TANZ eCampus – current and pending delivery and advised this would be placed on Diligent. Complete. Remove.
- Action 1824 – Kaiārahi report: The Council Secretary confirmed this is now a standing item on the monthly Council Agenda. Complete. Remove.

c **Matters Arising**

The Chair formally thanked those involved in providing the health and safety campus tour at Woolston on 25 July 2017 and advised of positive feedback from Council.

## 2 For Discussion

### Monthly Reports

#### 2.1 Acting Chief Executive

[Pages 17/Ara Council/08/630 - 650]

The Acting Chief Executive report for this month was taken as read. Darren responded to questions and discussion recorded as follows.

- a Enrolment levels are being monitored and a refresh will be provided in the September Council papers. Confident that the surplus level will be reached for the reforecast position.
- b Educational Achievement - Melanie requested that numbers in the report be detailed as well as the percentages. It was agreed to include both.

**Action:** *Numbers and percentages to be included in summary reports going forwards.*

**[AP1833] D Mitchell**

- c Discussion on Southern Campus achievement and Maori achievement. It was noted that the former have increased and the latter remained the same. It was agreed that statistically Maori achievement will take time but the disparity remains. How do we eliminate the gaps?
- d Discussion on Auckland market opportunities.
  - i Council were reminded that we now have a recruitment person working across all the portfolios in Auckland. It was agreed we need to tap into the current market and plan for new business.
  - ii The underspend in scholarships was highlighted as a potential use of funds for attracting students. We need to be innovative.
  - iii Council agreed they are keen to explore the opportunities available in the Auckland market. Council requested to see a timeline, commentary to better clarify the strategy in place and some analysis to inform – long-term trends and projections of the Auckland market.

**Action:** *Timeline, commentary, analysis to be provided to inform Council on long-term trends and projections of the Auckland market.*

[AP1834] P Agnew

- iv Darren confirmed that to date, the organisation has had a regional focus; the commercial tactic has not been pursued historically and does not align to current thinking.

*It was **resolved** that the Acting Chief Executive's application and enrolment report and its contents be received and noted.*

T Arseneau

Carried

## **2.2 Health and Safety**

- a Council provided excellent feedback on the health and safety reporting in the Council meeting papers. The tour of the Woolston campus was very beneficial and less incidents is good news with construction slowing down. It was confirmed the asbestos matter in D Block is well contained.
- b Council queried the high sick leave numbers and it was noted that this is heavily influenced by a small number of staff on long-term sick leave.

*It was **resolved** that the Health and Safety report and its contents be received and noted.*

T Arseneau

Carried

## 2.3 Kaiārahi Report

[Pages 17/Ara Council/08/651-659]

The Kaiārahi report was taken as read and Te Marino provided the following verbal summary:

- a To date, relationship building has been focused internally before formal community relationships are developed.
- b The Kaiārahi has been working with the Chair and office of Ara Whenua in South Canterbury and planning to bring our staff through the front door of the marae.
- c Te Tapuae forms part of the wider strategy with the restructure of Ngai Tahu. The landscape is changing and devolving back into the communities and working on information relationship development whilst this settles. Formal engagements will follow.
- d It was confirmed that the strategic and relationship management sits within the office of the Kaiārahi.
- e Council agreed there is a requirement to be proactive and not let things settle whilst Ngai Tahu evolves; a suggestion was a strategic relationship with the commercial arm of Ngai Tahu. Council also were keen to see how we manage the educational and geographical perspectives of local responsiveness – how do we become the preferred provider and specifically for those non Ngai Tahu relationships.
- f Te Marino advised that within the framework, with the overarching strategies, each relationship deserves its own entity; the commercial arm of Ngai Tahu is already being reviewed through an internal exercise and the relationship has been formed centrally with Ngai Tahu.
- g Ara Advisory Groups – the strategy is to have a distinct group of voices and occasions strategically placed throughout the year.
- h Melanie thanked Te Marino for the work that has gone into the report and acknowledged the advantage of the personal as well as professional relationship Te Marino has with iwi. It was noted that this might also provide some challenges.
- i It was agreed that a corporate strategy should also be included in the framework.
- j Te Marino reminded Council the framework is in a draft format and invites feedback over the next few months.

- k It was suggested that the framework be populated with corners of responsibility and Council were keen to see it developed into an action strategy with key priorities.
- l Te Marino reflected on the EER Report and the key steps to take – what are we delivering and how we do it. The strategy will be owned by all and not one person.
- m The Chair thanked Te Marino for the report, acknowledging the focus on Maori staff, achievement with shared ownership and excited that moving the strategy toward outcomes will make a difference.
- n It was agreed that Council would be involved in the review and engagement process with key stakeholders by feeding into Te Marino's monthly updates.

### **3 For Information**

#### **3.1 Chair Report**

- a Thérèse advised of her role in the official opening of Kahukura.
- b On behalf of Council, Thérèse thanked Darren for his hard work and achievements as Acting Chief Executive.
- c Darren in turn acknowledged the support of the Management team at Ara.

#### **3.2 Trustees**

- a Jane advised that the Ara Foundation had met and were joined by Sheila McBreen-Kerr (on behalf of Darren).
- b It was agreed there is a need to look at the membership of the trust and refine the process to access funds to support staff and students.
- c Darren confirmed that he will be presenting at a future Ara Foundation meeting to link the conversations on land with the Campus Masterplan.
- d Elizabeth advised she had queried the running costs versus how much we give out as grants – this is an issue which warrants a strategic conversation. Unfortunately, it was noted that this had not been discussed at the last meeting.
- e OEDT – Jeremy advised that Council need to have a discussion on the strategic planning of the land asset bank prior to discussions at OEDT.
- f It was agreed that the Trusts should be an agenda item for the September Council meeting (public excluded).

**Action:** *Trusts to be added to the September Council Agenda (public excluded).*

**[AP1835] T McGill**

### **3.3 Sub-Committee Reports**

#### **a Academic Board**

[Pages 17/Ara Council/08/660-663]

The Academic Board report was taken as read. Sheila provided an overview and highlighted the new programmes approved to be submitted to NZQA.

- i. Some discussion on the postgraduate certificate in Supervision. It was noted that the figures are conservative but Council agreed they were comfortable with the contribution.

*It was **resolved** that the Academic Board report and its contents be received and noted.*

*It was further **resolved** that the Ara Council approve the development of the Postgraduate Certificate in Professional Supervision.*

J Hunter/S Collins

Carried

[Pages 17/Ara Council/08/664-670]

#### **b Council Audit and Risk Committee**

- i The meeting minutes of the Council Audit and Risk Committee meeting on 17 July 2017 were received and noted. Michael Rondel confirmed that the main item of note was the agreement to update the policy review process.

#### **c Council Campus Redevelopment Committee**

- i The Council Campus Redevelopment Committee meeting minutes of 25 July 2017 were received and noted.
- ii John advised that there was nothing of substance to report in the open section of the Council Campus Redevelopment Committee meeting held on 15 August 2017.

#### **d Staff and Council Advisory Group**

- i Deborah Young advised that the Staff and Council Advisory Group held their lunchtime forum on 23 August 2017 and that Stephen and Thérèse were in attendance. Colin King had presented an overview of current projects within the Project Management Office at Ara.

- ii One of the outcomes of the discussions was a request for Cathy Andrews to present on the Health Research Education Facility. This is now confirmed for the November forum.
- iii It was also agreed to allow for an extra 15 minutes at the end of the forum to allow for questions from the floor.

*It was **resolved** that the Council Sub-Committee reports be received and contents noted.*

T Arseneau

Carried

### **3.4 2017 Council Work Programme**

[Pages 17/Ara Council/08/671-672]

- a The 2017 Council Work Programme as of 3 August 2017 was received and noted.
- b Tracey advised that the Council Secretariat is currently working on the 2018 Council Work Programme and is looking to keep to the same timings for meetings next year.
- c It was noted that the board self-assessment will likely form part of a strategy day planned for November 2017. Thérèse will speak to Tony Gray and advise further.

### **3.5 Media Report**

[Pages 17/Ara Council/08/673]

The July media report was received and its contents noted.

## **4 GENERAL BUSINESS**

**4.1** There were no items recorded for general business.

**4.2** Key messages from today's meeting – (1) Draft Maori Strategy - under discussion and; (2) Focus on the new Chair and new Chief Executive of the organisation with a 60 second video of each to be placed on the Ara website.

*12.25pm Public Meeting Close.*

## 5 Public Excluded

12.35pm

It was **resolved** that the public be excluded from the remainder of the meeting.

T Arseneau

Carried

It was further **resolved** that Phil Agnew, Judith Brown, Ann Kilgour, Sheila McBreen-Kerr and John West remain for relevant sections of the public excluded meeting and that Michael Rondel stay for the entire public excluded session.

T Arseneau

Carried

The general subject of the matters considered while the public was excluded was:

### 5) STRATEGIC TOPICS FOR DISCUSSION

- |     |   |                       |
|-----|---|-----------------------|
| 5.1 | Strategic Direction and Priorities for 2018         | [s9(2) (f), (i), (j)] |
| 5.2 | Strategic Plan 2017-2019 – August Report and Review |                       |
| 5.3 | Board Self-Assessment                               |                       |

### 6) MEETING BUSINESS

- |     |   |                       |
|-----|---|-----------------------|
| 6.1 | Confirmation of Public Excluded Minutes                       | [s9(2) (f), (i), (j)] |
|     | a Minutes of Meeting – Public Excluded – 25 July 2017         |                       |
|     | b Business Arising out of the Public Excluded Council Minutes |                       |

### 7) FOR DISCUSSION

#### Monthly Reports

- |     |   |                  |
|-----|---|------------------|
| 7.1 | Acting Chief Executive Report – Public Excluded | [s9(2) (i), (j)] |
|     | a Regional Response Plan Update                 | [s9(2) (i), (j)] |
|     | b TANZ eCampus                                  | [s9(2) (i), (j)] |
| 7.2 | Kaiārahi Report – Public Excluded               | [s9(2) (i), (j)] |

#### Monthly Updates

- |     |                 |                  |
|-----|-----------------|------------------|
| 7.3 | Health Precinct | [s9(2) (i), (j)] |
|-----|-----------------|------------------|

### 8) FOR INFORMATION

#### Monthly Reports

- |     |  |                  |
|-----|--|------------------|
| 8.1 | Council Audit and Risk Committee – Public Excluded       | [s9(2) (i), (j)] |
| 8.2 | Council Campus Redevelopment Committee – Public Excluded | [s9(2) (i), (j)] |
|     | (a) Meeting Minutes                                      |                  |
|     | (b) Programme Dashboard                                  |                  |
|     | (c) Health and Safety Report                             |                  |

### 9) GENERAL BUSINESS

[s9(2) (i), (j)]

This resolution was made in reliance on s48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by s9 of the Official Information Act 1982 which would be prejudiced by the holding of the proceedings of the meeting in public. The section of the Official Information Act which applies is shown beside each item considered while the public was excluded:

- *Matters involving confidential information about an identifiable person*

- [s9 (2)(a)] – Protect the privacy of natural persons, including that of deceased natural persons
- *Submissions to Parliament and other formal advice*  
[s9(2)(f)] – Maintain confidential conventions which protect political neutrality, and the confidentiality of communications and advice tendered by officials
- *Commercially sensitive financial data*  
[s9(2)(i)] – The Crown or any Department or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities
- *Negotiations in progress with other organisations*  
[s9(2)(j)] – Enable a Minister of the Crown or any Department or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

The Council moved back into open meeting.

The meeting concluded at 2.40pm.

**READ AND CONFIRMED**

Chair: .....

26 September 2017

# Ara Council Minutes

## Action List as of 29 August 2017

# (yr/#)	Date when Action Arose	Agenda Item	Topic	Action	Council Responsibility	Status	Due Meeting date
1652	25.10.16	2.1c	CE Report - Financials	Preparation of a 10 Year Financial model for Council endorsement. Model includes 3-5 year Efts profile. To be reviewed by the Council Audit and Risk Committee prior to the September Council meeting.	D Mitchell	In progress	26 Sept 17
1784	28.02.17	3.2	Drug and Alcohol Policy	A Staff Drug & Alcohol policy has been drafted. Legal advice is currently being sought, and Union consultation is required before the policy is presented to Council.	D Mitchell	In progress	31 Oct 17
1822	25.07.17	3.2d	Health and Safety	Overview assurance paper required. It was agreed that this does not need to come back to the September Council meeting but can be circulated via email and placed on Diligent for reference purposes.	D Mitchell	In progress	For email distribution and placed on Diligent.
1833	29.08.17	2.1b	Acting CE's Report - Enrolment Reporting	It was agreed to include numbers in the summary report as well as percentages. This related to achievement.	D Mitchell	In progress	26 Sept 17
1834	29.08.17	2.1d	Acting CE's Report - Auckland Opportunities	Council requested to see a timeline, commentary to better clarify the strategy in place and some analysis to inform - long-term trends and projections of the Auckland market.	P Agnew	In progress for October	31 Oct 17
1835	29.08.17	3.2f	Trustees Report	Trusts to be added to the September Council Agenda (Public Excluded).	T McGill	Completed	26 Sept 17

<b>Ara Council</b> <b>26 September 2017</b>	<b>Agenda Item</b> <b>2.1</b>		
	<b>Decision Item</b>	<b>Discussion Item</b>	<b>Information Item</b>
<b>PUBLIC</b>	<b>Presented by</b>		<b>Tony Gray</b>

<b>ARA COUNCIL REPORT SUMMARY</b>	
<b>TITLE OF REPORT</b>	<b>Chief Executive's Report</b>
<b>BACKGROUND AND PURPOSE</b>	1 Performance Report 2 Spring Graduation 3 Learning Hours 4 Te Toi Taurira mō Te Matariki 5 TANZ Accord
<b>RECOMMENDATION(S)</b>	That the Chief Executive's Report be received and noted.
<b>LINK TO ARA STRATEGY</b>	-
<b>KEY ISSUES IDENTIFIED</b>	-
<b>FINANCIAL IMPLICATIONS FOR ARA</b>	-
<b>RISK IMPLICATIONS FOR ARA</b>	-
<b>RATIONALE FOR EXCLUDING PUBLIC</b>	NA

# Chief Executive's Report

## 1 Performance Report – Overview

### 1.1 Finance

- a For August the expectation was for a year to date surplus, before abnormal items, of \$3.3m. The current deficit is \$0.4m, unchanged from the prior month.
- b Total Revenue for August is \$1.3m under budget, bringing the year to date adverse income variance to \$5.4m.
- c Government funding overall is at 89% of budget year to date.
- d Year to date SAC Level 3+ revenue has achieved 93% of budget, resulting in a shortfall of \$2.3m. A subset of this is SAC Levels 3-4 Competitive funding which Ara was allocated to support training in Foundation Level Primary Industries qualifications. As previously advised Ara has not had any demand at this level of provision. Year to date the budget revenue expectation was \$315k.
- e SAC levels 1-2 and Youth Guarantee delivery continues to trend as per previous months. Trades Academy and Non-EFTS grants remain in line with budget.
- f Student Tuition Fee revenue is below budget. Lower than budgeted EFTS delivery has been offset by higher average income per EFTS and underspending on scholarships and agent commissions.
- g Other Teaching Income remains below budget though ahead of the same point last year. Interest Income and Other Revenue collectively are \$454k ahead of budget.
- h Expenses for August are underspent by \$294k, bringing the total underspend for the year to date to \$2m.
- i Staffing costs year to date are underspent against budget by \$0.7m. Teaching Staffing costs for the month were marginally under budget with Non-Teaching Staffing equivalent to budget.
- j Occupancy costs are underspent for the month, bringing the year to date underspend to \$245k. In percentage terms the savings achieved are in line with cost saving expectations established in the reforecast. The August power charges are based on an estimated bill, therefore, energy costs for the winter period are not yet final.
- k General Operating Expenditure is underspent in August. The year to date actual remains 13% below budget compared to a reforecast 12% saving.
- l Depreciation remains over budget as noted in previous reports.

- m There were no unusual movements in the Financial Position or Cash Flows during the month.
- n An August reforecast has been undertaken following the second semester enrolment intake. Details of the Reforecast are included in the CE's Report in the Public Excluded section.

## 1.2 Enrolments

- a As at 10 September 2017, 6,931 EFTS have been confirmed. This compares to 7,459 EFTS at the same time last year. An additional 50 EFTS have been confirmed since the last report, primarily relating to ACE provision in Christchurch, which have rolling enrolments across the year.
- b From this point on in 2016, a further 177 EFTS were enrolled by year-end. Currently in 2017, an additional 76 EFTS of enrolments are in processing stages, plus there are a further 271 active applications for 2017 intakes. These additional applications and potential enrolments are primarily in English Language programmes.
- c Planning for the 2018 mix of provision and associated EFTS targets is underway, and will be incorporated as part of budget planning over the next two months.

## 1.3 Health and Safety

- a During the month of August there were 13 health and safety incidents reported. These related to Ara staff (5) and students (8). There were no notifiable events during August.
- b The Duty Holder review process completed for WorkSafe has now concluded.
- c The Canterbury District Health Board have advised of a national increase in the incidence of mumps. Although the vast majority of cases occurred in the North Island, staff and students have been alerted to the symptoms and advised that advice and MMR vaccinations are available free of charge at the Student Health Centre.

## 2 Spring Graduation 2017

A successful Spring 2017 Graduation ceremony was held on 15 September 2017. Learners and supporters commented positively on the “family and celebratory” feel to the event. Some potential review is needed as to the overall numbers attending, with approximately only one third of those graduands who could attend, doing so.

### **3 Learning Hours**

NZQA have published their “Definition of Learning Hours” following consultation with the sector. The updated definition means all TEOs will be required to provide details to learners of all learning activities. The idea behind the new approach is to provide clarity to learners on what they are expected to do to meet the learning outcomes and total learnings of their programme. Now that the requirements have been published they will be reviewed by Te Kāhui Manukura and Academic Board to ensure Ara is compliant.

### **4 Te Toi Taurira mō te Matariki**

2017 marks the tenth anniversary of the UN Declaration of the Rights of Indigenous Peoples. Ara is hosting the three day vocational conference from 27-29 September 2017

### **5 TANZ Accord**

A senior managers workshop is being held on 20 and 21 September 2017 for all TANZ partner institutions. Ara Te Kāhui Manukura will be attending. The session is designed to look at a number of potential strategically shared developments for TANZ now that TANZ eCampus has moved into business as usual mode. Key areas for discussion include:

- 5.1 Assessment and moderation services
- 5.2 Recruitment (employee) and selection
- 5.3 Organisation research
- 5.4 Analytics services
- 5.5 Learning design
- 5.6 Shared schools/departments

Each of the six possible initiatives have been chosen to examine in depth the potential for collaborative development by TANZ. The workshops will look to use the i2i Business Model canvas to present any outcomes for next stage development.

Tony Gray  
**Chief Executive**

## Financial Statements

### Statement of Financial Performance for the year to 31 August

	Month		2017 Year to date		2017 Budget	2017 Forecast	2016 Actual
	Actual	Budget	Actual	Budget			
<b>Revenue</b>							
<b>Government Funding</b>							
Variable Funding	4,745,730	5,742,288	34,998,300	38,961,197	57,052,742	54,960,400	57,190,983
Youth Guarantee Funding	234,159	319,155	1,398,358	2,238,891	3,050,000	3,052,890	3,375,808
CTC funding	187,913	223,808	1,674,720	1,646,086	2,299,450	2,171,600	2,437,100
Other Non-EFTS grants	178,749	209,030	2,051,002	2,065,214	2,962,519	3,056,803	3,224,225
Total	5,346,550	6,494,281	40,122,380	44,911,388	65,364,711	63,241,693	66,228,116
as % of Total Revenue	53.4%	57.4%	56.1%	58.2%	56.9%	56.8%	56.4%
<b>Student Tuition Fees</b>							
Domestic	2,391,070	2,609,128	16,112,778	16,675,657	25,453,000	24,428,563	25,103,132
International	1,194,180	1,306,456	8,684,743	9,270,929	14,395,000	13,510,691	14,413,812
Total	3,585,250	3,915,584	24,797,520	25,946,586	39,848,000	37,939,254	39,516,944
as % of Total Revenue	35.8%	34.6%	34.7%	33.6%	34.7%	34.1%	33.8%
<b>Other Teaching Income</b>	302,578	320,632	1,557,686	1,802,097	2,830,000	2,730,000	2,731,101
as % of Total Revenue	3.0%	2.8%	2.2%	2.3%	2.5%	2.5%	2.8%
<b>Other Income</b>							
Interest	177,737	128,167	1,409,249	1,025,336	1,538,000	2,091,000	2,668,032
Other Revenue	602,267	450,431	3,580,307	3,510,482	5,356,000	5,356,000	4,529,205
Total	780,005	578,598	4,989,556	4,535,818	6,894,000	7,447,000	7,197,237
as % of Total Revenue	7.8%	5.1%	7.0%	5.9%	6.0%	6.7%	7.0%
<b>Total Revenue</b>	<b>10,014,384</b>	<b>11,309,095</b>	<b>71,467,143</b>	<b>77,195,889</b>	<b>114,936,711</b>	<b>111,357,947</b>	<b>115,673,398</b>

**Statement of Financial Performance (cont)**  
for the year to 31 August

	Month		2017 Year to date		2017 Budget	Full Year	
	Actual	Budget	Actual	Budget		2017 Forecast	2016 Actual
<b>Expenses</b>							
<b>Personnel</b>							
Teaching	3,495,873	3,537,727	23,914,755	24,309,776	36,573,000	35,829,970	35,826,971
Non-Teaching	3,266,882	3,263,255	23,774,248	24,079,247	36,083,000	35,713,432	33,772,126
Total	6,762,756	6,800,982	47,689,003	48,389,023	72,656,000	71,543,402	69,599,097
as % of Revenue	67.5%	60.1%	66.7%	62.7%	63.2%	64.2%	60.9%
<b>Other Costs (except Depreciation)</b>							
Occupancy/Property costs	845,526	948,137	6,100,306	6,344,054	9,623,000	9,266,454	9,105,082
General Operating Expenditure	1,629,061	1,858,752	11,965,054	13,717,098	21,182,000	18,640,160	21,895,387
Total other costs	2,474,587	2,806,889	18,065,360	20,061,152	30,805,000	27,906,614	31,000,469
as % of Revenue	24.7%	24.8%	25.3%	26.0%	26.8%	25.1%	27.3%
<b>Depreciation</b>							
All Depreciation	756,080	679,917	6,082,035	5,439,336	8,159,000	9,423,426	8,398,780
as % of Revenue	7.5%	6.0%	8.5%	7.0%	7.1%	8.5%	7.3%
<b>Total Expenses</b>	<b>9,993,423</b>	<b>10,287,788</b>	<b>71,836,398</b>	<b>73,889,511</b>	<b>111,620,000</b>	<b>108,873,443</b>	<b>108,998,346</b>
<b>Surplus/(Deficit) excl Abnormal</b>	<b>20,961</b>	<b>1,021,307</b>	<b>(369,255)</b>	<b>3,306,378</b>	<b>3,316,711</b>	<b>2,484,504</b>	<b>6,675,052</b>
as % of Revenue	0.2%	9.0%	-0.5%	4.3%	2.9%	2.2%	5.8%
<b>Abnormal Items</b>							
Insurance Settlement/Payments	-	-	(1,601,710)	-	-	(1,610,710)	27,182,394
Transformation Costs	(134,273)	-	(134,273)	-	-	(134,273)	(3,202,265)
Demolition Costs	-	-	-	-	-	-	-
Total Abnormal Items	(134,273)	-	(1,735,983)	-	-	(1,744,983)	23,980,129
<b>Total Surplus/(Deficit)</b>	<b>(113,312)</b>	<b>1,021,307</b>	<b>(2,105,238)</b>	<b>3,306,378</b>	<b>3,316,711</b>	<b>739,521</b>	<b>30,655,181</b>
as % of Revenue			-2.9%	4.3%	2.9%	0.7%	26.5%

### Statement of Financial Position as at 31 August

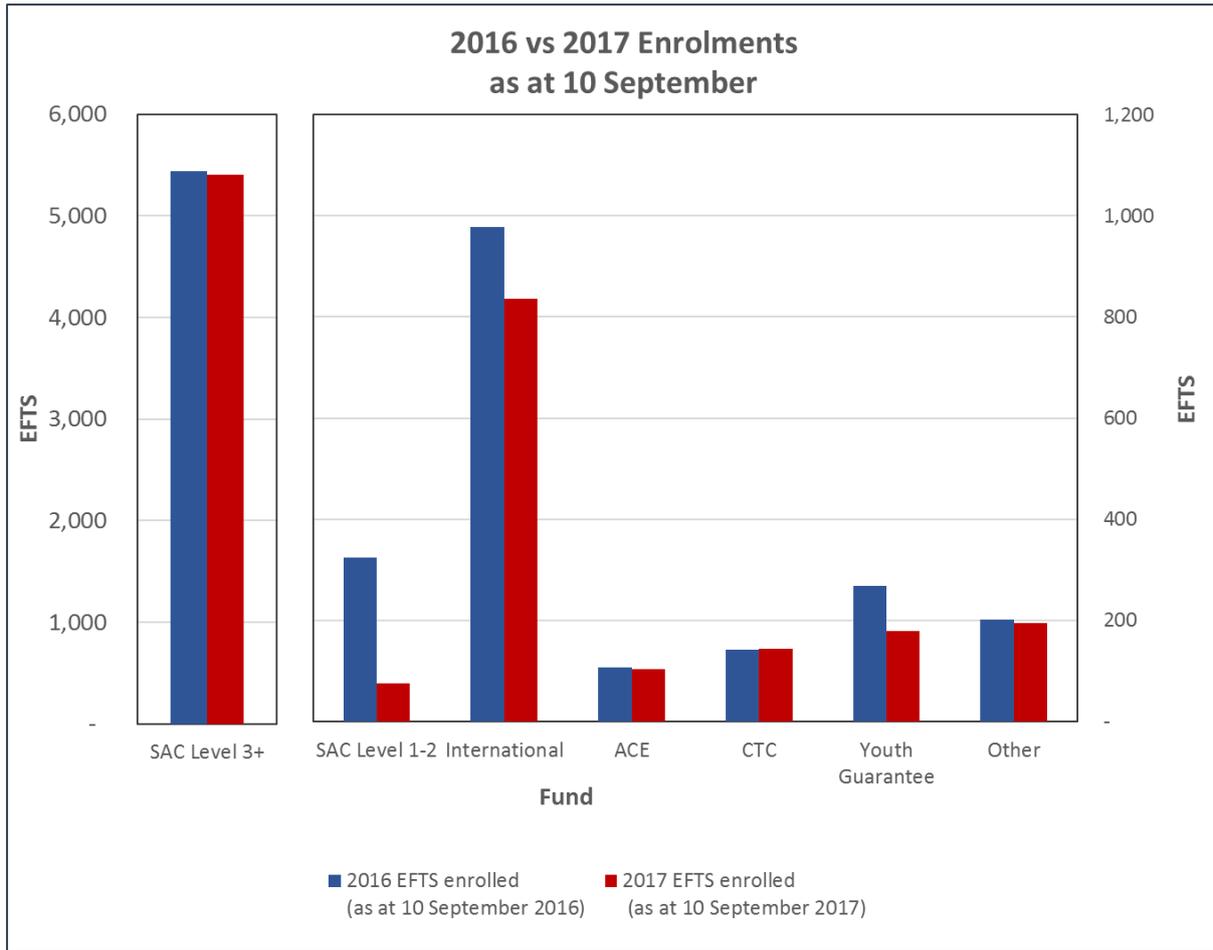
	Actual 31-Aug-17 \$000	Actual 31-Jul-17 \$000	Change from Last Month \$000	Budget 31-Dec-17 \$000	Actual 31-Dec-16 \$000
<b>ASSETS</b>					
<b>Current Assets</b>					
Cash and Cash Equivalents	20,221	18,964	1,258	4,215	20,574
Loans and Receivables	2,501	3,548	(1,048)	2,046	30,143
Inventories	1,449	1,396	53	1,109	1,178
Prepayments	934	1,013	(79)	834	1,066
Short Term Investments	58,081	64,881	(6,800)	60,000	40,700
<b>Total Current Assets</b>	<b>83,186</b>	<b>89,801</b>	<b>(6,615)</b>	<b>68,204</b>	<b>93,661</b>
<b>Non-Current Assets</b>					
Property Plant and Equipment	281,653	280,204	1,449	276,128	266,676
Intangible Assets	2,303	2,098	205	1,914	1,630
<b>Total Non-Current Assets</b>	<b>283,956</b>	<b>282,302</b>	<b>1,654</b>	<b>278,042</b>	<b>268,306</b>
<b>TOTAL ASSETS</b>	<b>367,141</b>	<b>372,103</b>	<b>(4,962)</b>	<b>346,246</b>	<b>361,967</b>
<b>LIABILITIES</b>					
<b>Current Liabilities</b>					
Trade and other payables	5,630	4,957	673	5,931	8,627
Finance leases	717	717	-	612	717
Employee Benefit Liabilities	4,086	5,573	(1,487)	4,872	3,831
Revenue Received in Advance	20,855	24,891	(4,035)	6,499	10,822
<b>Total Current Liabilities</b>	<b>31,288</b>	<b>36,137</b>	<b>(4,849)</b>	<b>17,914</b>	<b>23,997</b>
<b>Non-Current Liabilities</b>					
Finance leases	666	666	-	396	666
Employee Benefit Liabilities	829	829	-	829	829
<b>Total Non-Current Liabilities</b>	<b>1,495</b>	<b>1,495</b>	<b>-</b>	<b>1,225</b>	<b>1,495</b>
<b>TOTAL LIABILITIES</b>	<b>32,783</b>	<b>37,632</b>	<b>(4,849)</b>	<b>19,139</b>	<b>25,492</b>
<b>NET ASSETS</b>	<b>334,358</b>	<b>334,471</b>	<b>(112)</b>	<b>327,107</b>	<b>336,475</b>
<b>EQUITY</b>					
Retained Earnings	232,397	232,510	(113)	243,874	234,514
Asset Revaluation Reserve	101,961	101,961	-	83,233	101,961
<b>TOTAL EQUITY</b>	<b>334,358</b>	<b>334,471</b>	<b>(113)</b>	<b>327,107</b>	<b>336,475</b>

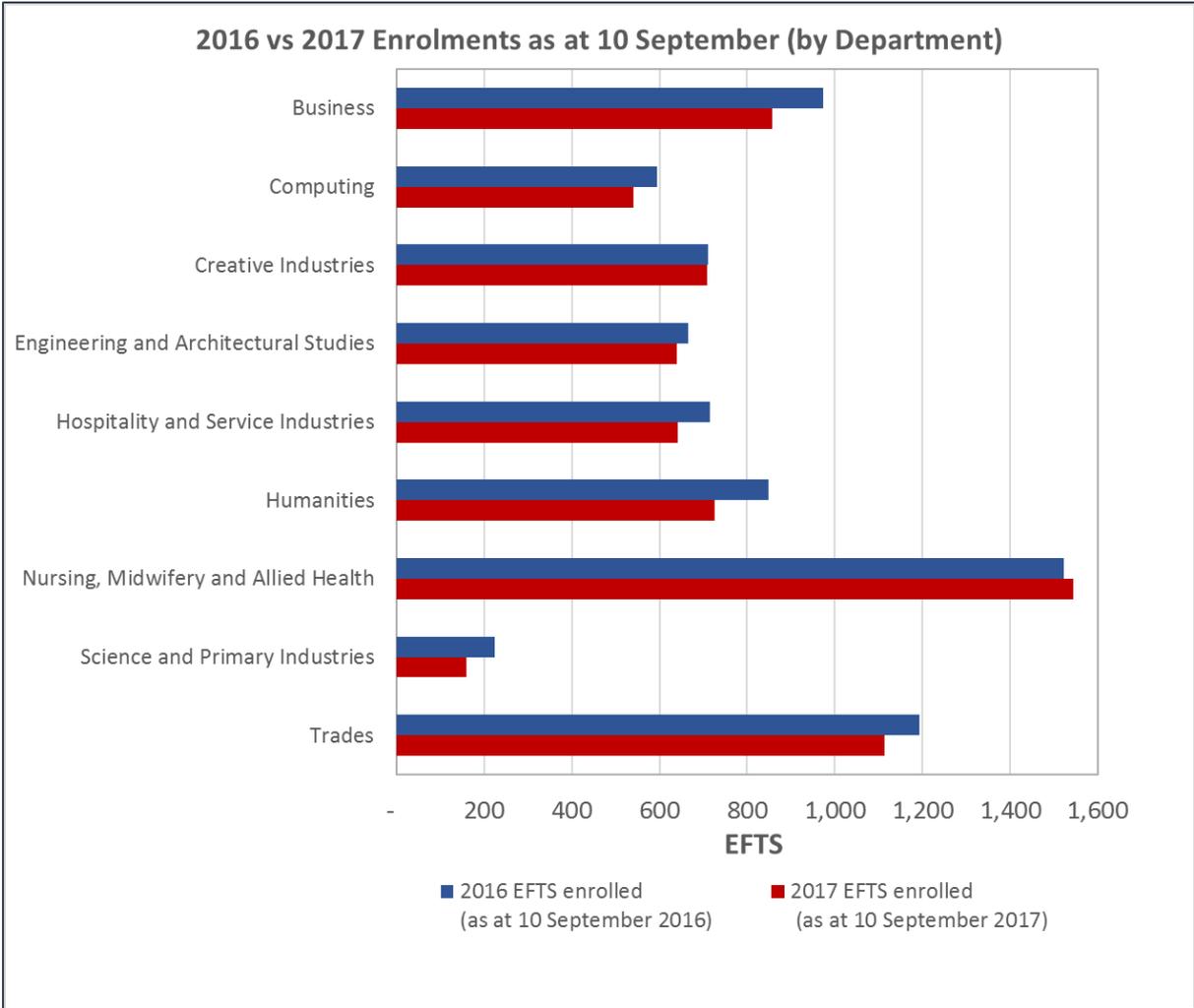
**Statement of Cash Flows**  
for the year to 31 August

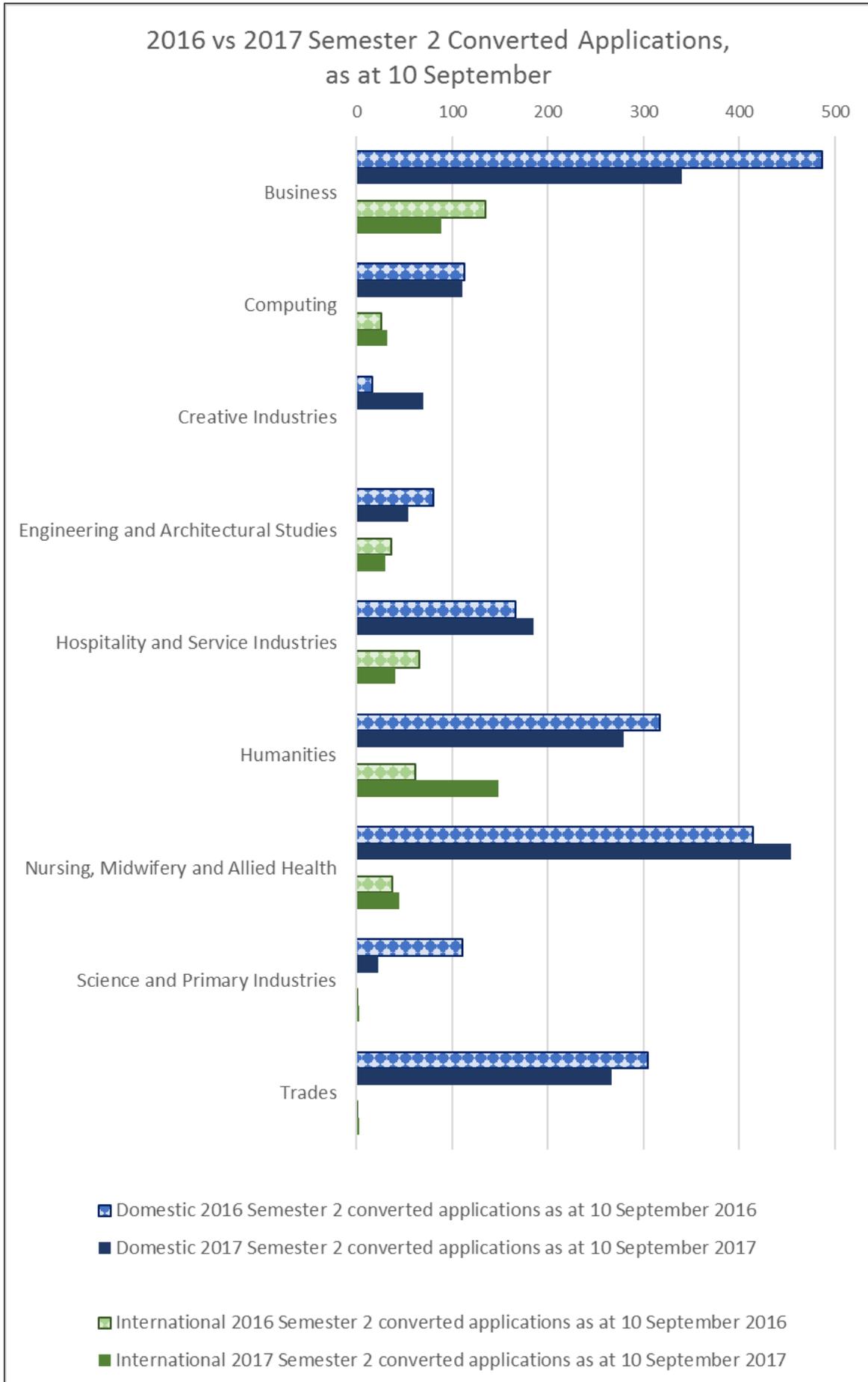
	Year to Aug 2017 \$000	Year to Jul 2017 \$000	Movement \$000	2017 Budget \$000	2017 Forecast \$000	2016 Year End \$000
<b>Cash Flows from Operating Activities</b>						
Cash was Provided from:						
Government Grants	42,989	37,716	5,273	65,365	63,242	66,051
Student Tuition Fees	32,473	31,719	754	39,848	37,939	36,477
Other Teaching Revenue	1,558	1,255	303	2,830	2,730	2,731
Other Revenue	3,911	3,336	575	5,356	6,449	7,148
Interest	1,207	1,085	122	1,538	2,091	3,148
Total	<u>82,138</u>	<u>75,111</u>	<u>7,027</u>	<u>114,937</u>	<u>112,451</u>	<u>115,555</u>
Cash was Applied to:						
Employees and Suppliers	69,115	58,410	10,705	103,181	100,804	102,785
Total	<u>69,115</u>	<u>58,410</u>	<u>10,705</u>	<u>103,181</u>	<u>100,804</u>	<u>102,785</u>
<b>Net Cash Flows from Operating Activities</b>	<b>13,023</b>	<b>16,701</b>	<b>(3,678)</b>	<b>11,756</b>	<b>11,647</b>	<b>12,770</b>
<b>Cash Flows from Investing Activities</b>						
Cash was Provided from:						
Sale of Fixed Assets	9	10	-	-	-	47
Insurance Payments	25,393	25,393	-	-	25,393	2,931
Total	<u>25,402</u>	<u>25,403</u>	<u>-</u>	<u>-</u>	<u>25,393</u>	<u>2,978</u>
Cash was Applied to:						
Purchase of Fixed Assets	3,325	2,375	950	5,472	5,472	5,297
Campus Capital Plan Spending	17,515	16,674	841	33,600	28,600	29,004
Total	<u>20,840</u>	<u>19,049</u>	<u>1,791</u>	<u>39,072</u>	<u>34,072</u>	<u>34,301</u>
<b>Net Cash Flows from Investing Activities</b>	<b>4,562</b>	<b>6,353</b>	<b>(1,791)</b>	<b>(39,072)</b>	<b>(8,679)</b>	<b>(31,323)</b>
<b>Cash Flows from Financing Activities</b>						
Cash was Provided from:						
Equity	-	-	-	-	-	30
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>30</u>
Cash was Applied to:						
Finance Lease Payments	557	484	73	780	780	771
Total	<u>557</u>	<u>484</u>	<u>73</u>	<u>780</u>	<u>780</u>	<u>771</u>
<b>Net Cash Flows from Financing Activities</b>	<b>(557)</b>	<b>(484)</b>	<b>(73)</b>	<b>(780)</b>	<b>(780)</b>	<b>(741)</b>
<b>Total Net Cash Flows</b>	<b>17,028</b>	<b>22,570</b>	<b>(5,542)</b>	<b>(28,096)</b>	<b>2,188</b>	<b>(19,294)</b>
Opening Cash, Bank & Short Term Investments	61,274	61,274		92,311	61,274	80,568
Closing Cash, Bank & Short Term Investments	<u><u>78,302</u></u>	<u><u>83,844</u></u>		<u><u>64,215</u></u>	<u><u>63,462</u></u>	<u><u>61,274</u></u>

## Enrolments Summary

	2017 EFTS enrolled (as at 10 September 2017)	2016 EFTS enrolled (as at 10 September 2016)	2017 Full Year EFTS Budget	2016 Full Year EFTS Actual
<b>By Funding Source</b>				
SAC Level 1-2	76	324	286	333
SAC Level 3+	5,401	5,442	5,946	5,521
International	836	977	1,009	1,020
ACE	103	106	144	128
CTC	144	141	144	140
Youth Guarantee (including Dual Pathway)	178	268	241	265
Other	194	201	229	229
<b>Total</b>	<b>6,931</b>	<b>7,459</b>	<b>8,000</b>	<b>7,636</b>
<b>By Department</b>				
Business	857	973	1,007	979
Computing	541	594	717	621
Creative Industries	708	710	743	715
Engineering and Architectural Studies	639	665	638	665
Hospitality and Service Industries	642	715	757	719
Humanities	725	848	892	899
Nursing, Midwifery and Allied Health	1,544	1,522	1,610	1,552
Science and Primary Industries	160	225	214	236
Trades	1,114	1,192	1,353	1,235
Other	0	14	68	15
<b>Total</b>	<b>6,931</b>	<b>7,459</b>	<b>8,000</b>	<b>7,636</b>
<b>By Location</b>				
Christchurch (including online delivery)	6,428	6,861	7,278	7,029
Timaru (including Washdyke)	422	567	665	574
Ashburton	37	22	35	24
Oamaru	44	8	22	10
<b>Total</b>	<b>6,931</b>	<b>7,459</b>	<b>8,000</b>	<b>7,636</b>





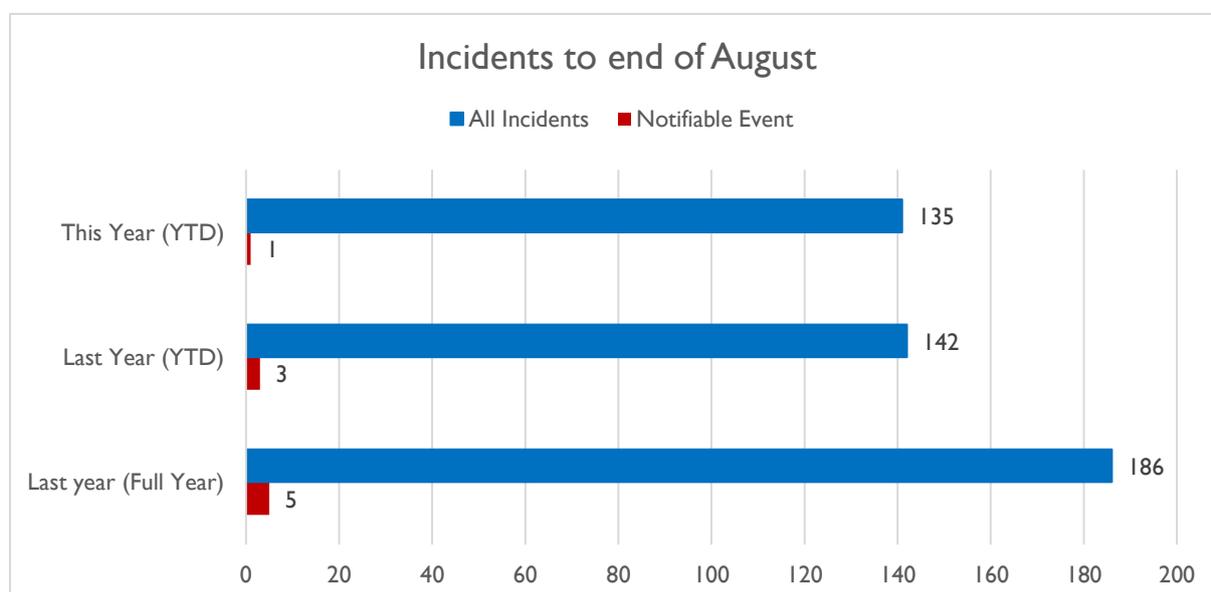


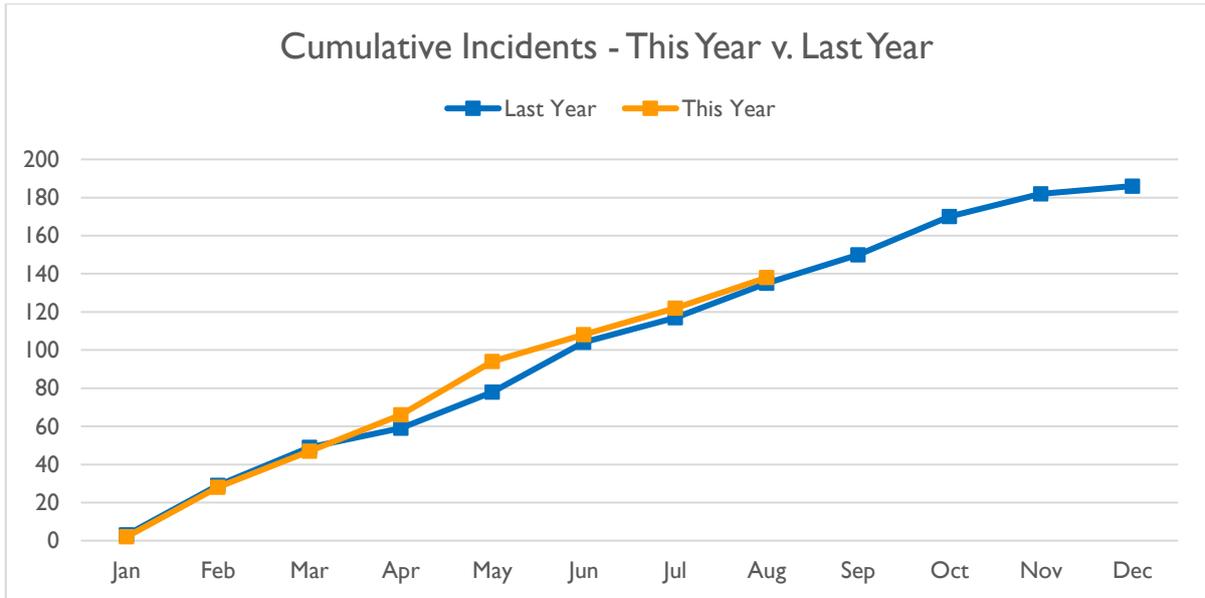
## Health and Safety

INCIDENT SUMMARY						
Person Type	Notifiable Injury or Illness		Notifiable Incident		All Incidents	
	This month	YTD	This Month	YTD	This Month	YTD
Staff	0	0	0	0	5	51
Students	0	1	0	0	8	80
Contractors	0	0	0	0	0	3
Visitors	0	0	0	0	0	1
Capital Works	0	0	0	0	0	12
<b>Total</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>147</b>

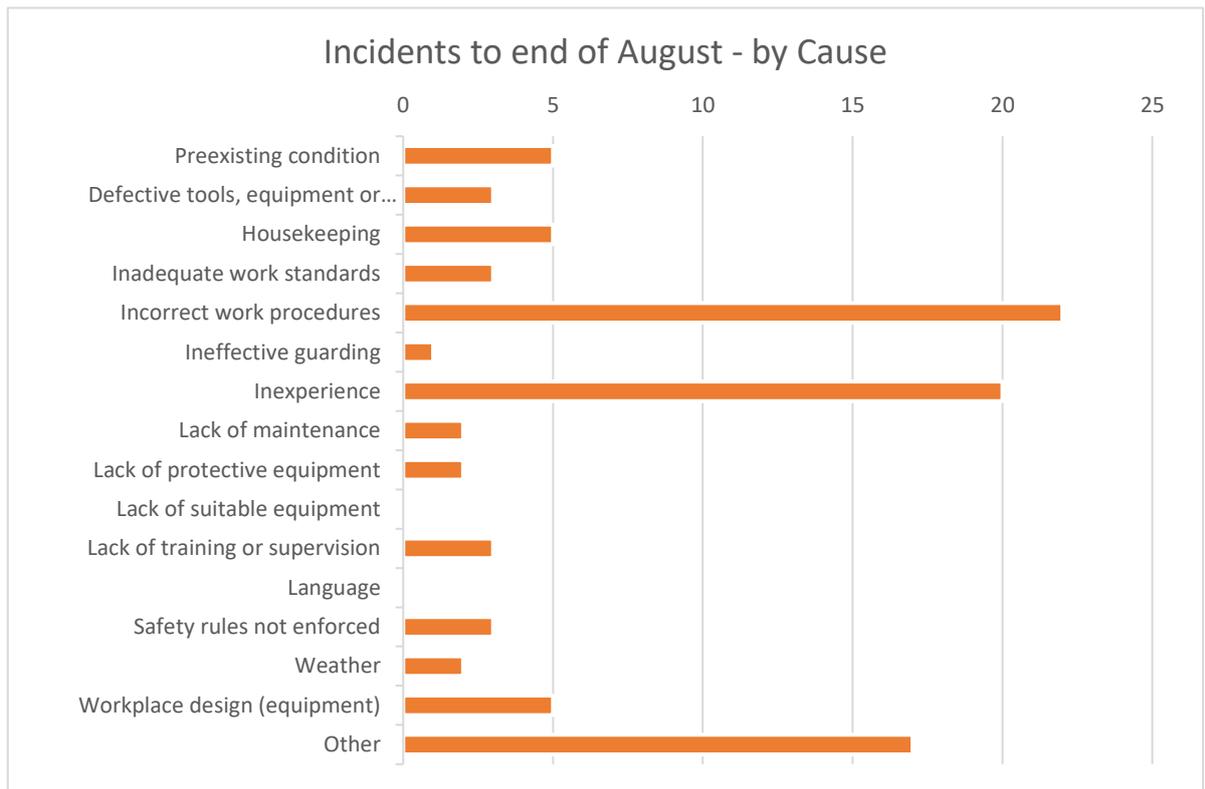
  

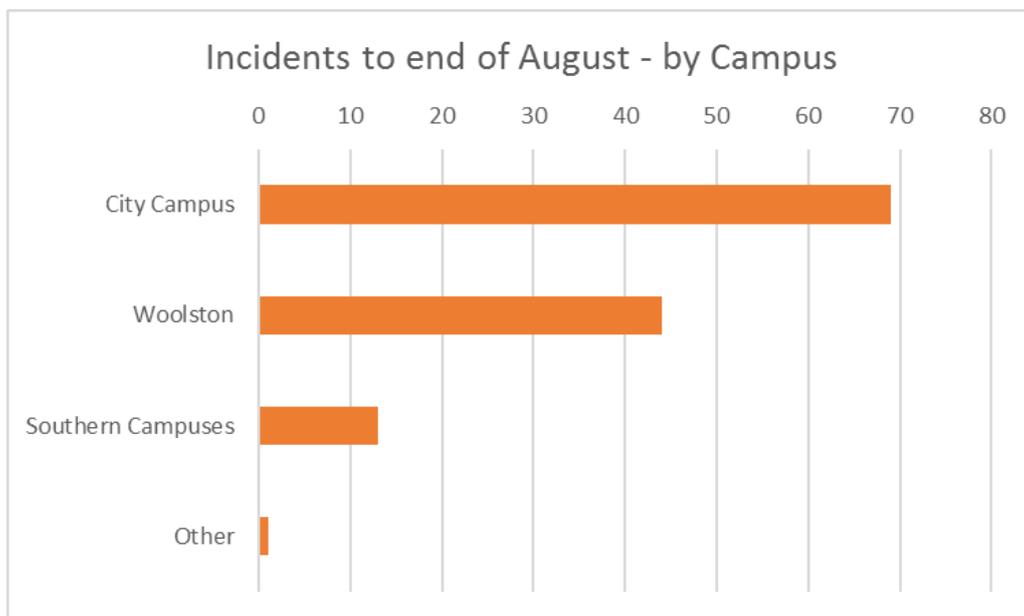
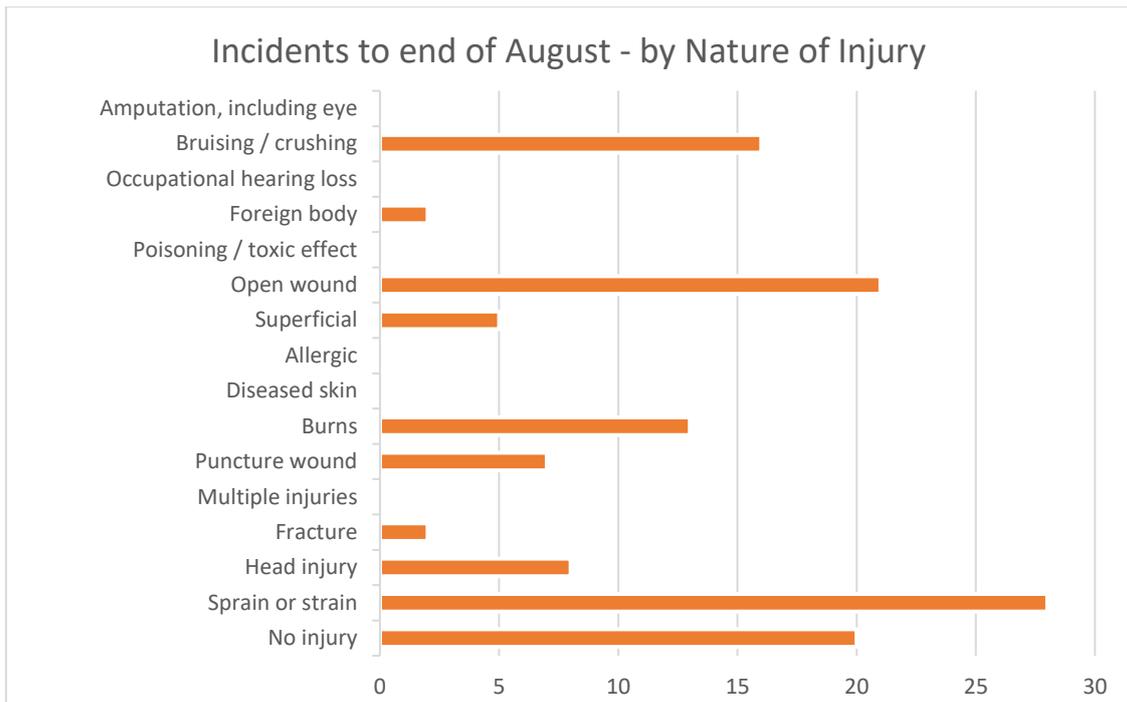
INCIDENT DETAIL (SINCE LAST REPORT)
<p><i>Refer to commentary for detail on incidents.</i></p> <p>Capital Works Incidents. 1 minor injury and 1 minor near miss related to the Capital Works Programme. The near miss involved a recently installed roller door which failed to stop its descent when a person walked under it. A cut out system has now been installed to prevent a reoccurrence.</p>

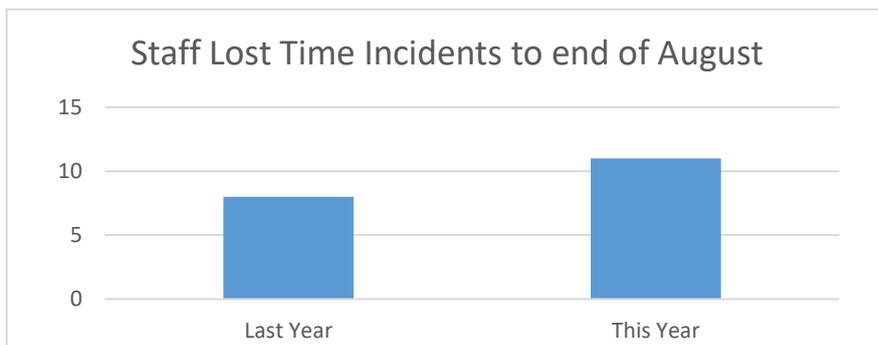
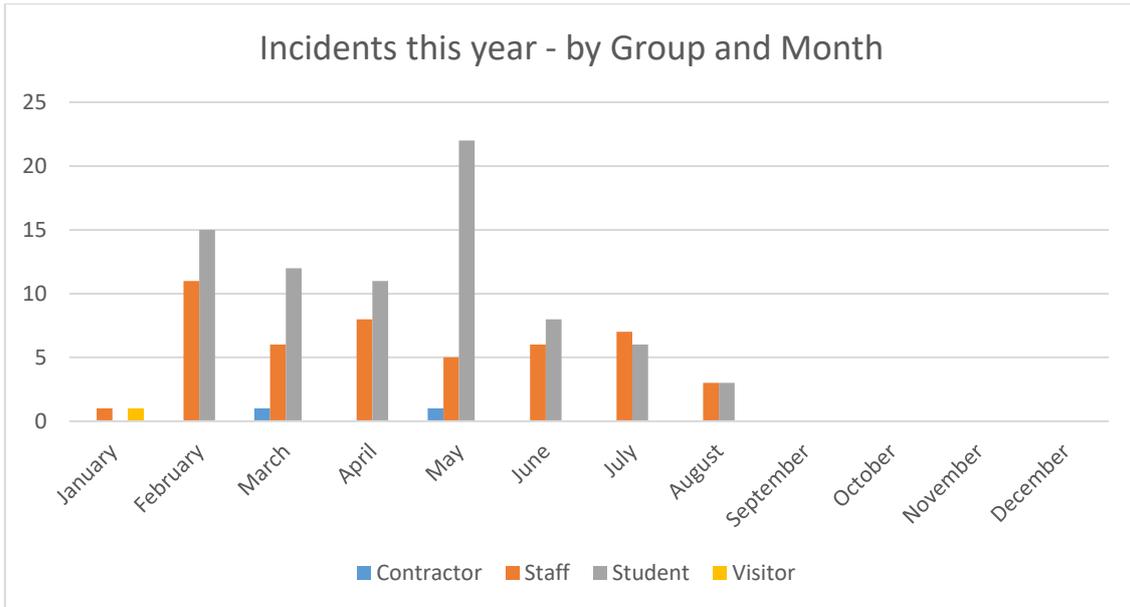




(charts exclude incident and injury data relating to Capital Works)







Time Lost Incidents	Total Time Lost	Average Time Lost
11	16	1.6

IMPROVING SYSTEMS AND PROCESSES		
Number of audits and inspections (excluding capital works programme)	1	Division visit completed by H&S Manager and H&S sub-committee.
Staff participating in Health and Safety Oversight	36	H&S Coordinators
Number of provisional improvement notices issued	0	
Number of hazard registers past review date	0	35 have been completed.

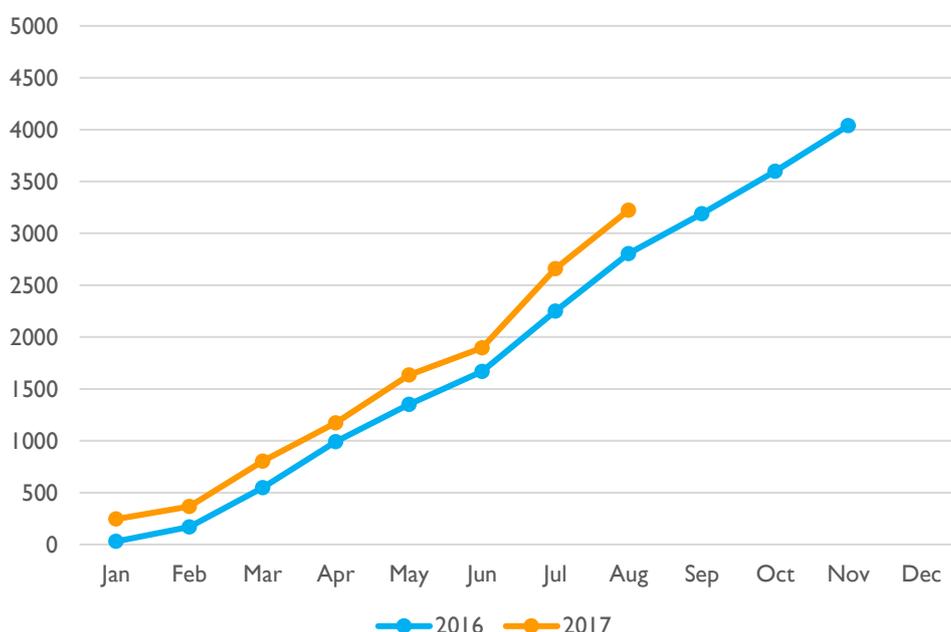
### STUDENT WELFARE

Number of student workplace locations reviewed	Unknown	A process is being developed to collect data for this measure.
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### STAFF WELFARE

Lost days due to on-site accidents	August: 0 days	Nil
Lost days due to off-site accidents	August: 0 days	Nil
Lost days due to sickness	July: 565 YTD: 3224	Full time equivalent days.

Cumulative Sick Leave Taken (days)



Number of new staff (excluding casual) that completed their health and safety induction process.	15 of 17 full time staff who started in July	85% Follow up with the remaining 2 staff members
Number of staff on a return to work plan	2	Non-work injuries

#### Employee Assistance Programme July

New clients	6	YTD 50
Sessions	16	YTD 138

<b>CAPITAL WORKS PROGRAMME</b>	
Audits Completed	Most capital works projects are now only involved in remedial work. No audits were completed during the period.
Audit Action Items	N/A

<b>OTHER</b>
<ul style="list-style-type: none"> <li>• The Ara Electrical Contractor has confirmed that all electrical cable used at Ara is compliant with NZ standards. This follows concerns that non-compliant electrical cable has been imported and used in NZ.</li> <li>• A Planning and Development Senior advisor has met with Tertiary Education Sector H&amp;S colleagues to discuss H&amp;S issues of mutual interest. Ara requested that benchmarking injury and incident data and the recording of qualifications required to meet H&amp;S compliance, be added to the agenda.</li> <li>• An Alcohol and Drug expert was engaged to address TKM and senior staff members in preparation to the development of a Drugs and Alcohol Policy.</li> <li>• The Christchurch H&amp;S Committee held a quarterly meeting during the period.</li> <li>• Second semester fire evacuation trials were also completed during August.</li> <li>• The H&amp;S Manager completed induction training with 17 new staff.</li> </ul>

<b>HEALTH AND SAFETY ACTIONS UNDERWAY</b>			
<b>Action Description</b>	<b>Owner</b>	<b>Due Date</b>	<b>% Complete</b>
Develop a new H&S Management system	Manager PMO H&S Manager	April 2017	90
Develop a H&S work plan for 2017	H&S Committee	April 2017	100
Engagement, Participation, and Representation – Complete staff nomination process and training	H&S Manager	March 2017	100
Consideration of new supporting policies – Impairment, Drug and Alcohol	TKM. External advice has been received	June 2017	50
Placements - Develop processes that address placements and placement location	Director CS Director EAR	September 2017	15
Training and Skills Development Plan prepared	P&D Manager H&S Manager	September 2017	50
Revision of the Procurement Policy	PMO & Finance project	July 2017	75
Review staff and student safety and security	FM Manager H&S Manager	July 2017	75
Develop an asbestos management plan	H&S Manager	August 2017	75
Review incident management procedures, arrange training, test process	H&S Manager	October 2017	30
Review rehabilitation guidelines as it relates to experience rating	H&S Manager P&D Manager	November 2017	25
Formalise a means of recognising H&S excellence	H&S Committee	June 2017	30

<b>Ara Council</b> <b>26 September 2017</b>	<b>Agenda Item</b>	<b>2.3</b>
		For Discussion
<b>PUBLIC</b>	<b>Presented by</b>	T M Lenihan

<b>ARA COUNCIL REPORT SUMMARY</b>	
<b>TITLE OF REPORT</b>	<b>Kaiārahi Report</b>
<b>BACKGROUND AND PURPOSE</b>	To provide Council with an update of strategic activities, in particular: <ol style="list-style-type: none"> <li>1. The development of a Framework for Māori Achievement.</li> <li>2. The development of relationships with the Māori communities of the Canterbury region.</li> <li>3. Highlights of current engagement activities within Ara.</li> </ol>
<b>RECOMMENDATION(S)</b>	That the Kaiārahi report be received and its contents noted.
<b>LINK TO ARA STRATEGY</b>	Innovations 1, 2, 3, 4, 5 & 6
<b>KEY ISSUES IDENTIFIED</b>	N/A
<b>FINANCIAL IMPLICATIONS FOR ARA</b>	Inevitable financial implications associated with the development and implementation of the proposed Framework for Māori Achievement.
<b>RISK IMPLICATIONS FOR ARA</b>	N/A

## Kaiārahi Report – September 2017

### 1. Tony Gray's whakatau (04-09-17)

- 1.1 Some wonderful feedback received from Ara colleagues and manuhiri (i.e. Tony's family, representatives of Mana Whenua in Te Tau Ihu o Te Waka a Māui, and former NMIT colleagues).
- 1.2 An outcome of the whakatau has been invigorated impetus to all learn our Ara waiata.
- 1.3 This process is a fine example of how Ara is progressively embedding tikanga and reo in our BAU.

### 2. Spring Graduation (15-09-17)

- 2.1 Kapa Haka (Te Whānau o Te Puna Wānaka) – new uniform; acknowledged as being integral component of Ara's welcome, and not a performance.
- 2.2 Ara waiata – all Ara representatives on stage stood; supported by Te Whānau o Te Puna Wānaka; used to support all Ara speakers at conclusion of opening speeches.

### 3. Te Toi Tauira mō te Matariki

- 3.1 Ara is hosting this year's Te Toi Tauira mō te Matariki national conference from 27th – 29th of September.
- 3.2 Commitment to host was made by previous Ara Kaiārahi. Mauri stone was handed over to Ara delegates at last year's conference.
- 3.3 Key benefits from my perspective are:
  - a. A chance to forge stronger internal relationships with Ara Māori colleagues.
  - b. An opportunity to engineer the programme to focus on key strategic areas aligned to the Framework for Māori Achievement: for example:
    - Ngahiwi Apanui (CE, Te Taura Whiri i te Reo Māori), talking about growing the reach of tikanga and te reo tuition from 'Māori Studies' divisions and departments into other
    - Eruera Tarena (CE, Te Tapuae o Rehua), talking about life after Te Tapuae and the proposed establishment of the Māori Futures Collective.
    - Moana Theodore (Researcher, Otago University), presenting on her 10 year long Graduate Longitudinal Study on Maori students/graduates that has recently produced a paper on what helps or hinders Māori students complete their studies, and is about to produce a paper which suggests that higher education is the key factor in reducing inequalities in the labour market (e.g. employment, income) between Māori/Pasifika and other NZ graduates.
    - Darren Russell (Pro-VC Māori, University of Canterbury), presenting on UC's initiative to embed baseline kaupapa māori content within all courses/programmes across the university.
  - c. Supporting local Ngāi Tahu & Māori businesses through procurement of their products and services.
  - d. Celebration of kaupapa Māori at Ara, including normalisation of te reo Māori.

#### 4. Engagements with Mana Whenua

- a. Conversation with local (Christchurch) Ūpoko, Te Maire Tau, re: whakatau for Tony Gray.
- b. Conversations with local (Timaru) Ūpoko, Te Wera King, re: (i) possible visit to marae before the October Council hui in Timaru; and (ii) joining Ara at the South Canterbury Stakeholder event being organised by the local Chamber of Commerce.
- c. Ongoing attempts to meet with Arowhenua Runanga Chair, Vania Pirini, re: (i) possible visit to marae before the October Council hui in Timaru; and (ii) joining Ara at the South Canterbury Stakeholder event being organised by the local Chamber of Commerce.
- d. Conversation with Ngāti Huikai/Ngāi Tūtehuarewa (Te Rūnanga o Koukourarata) elder, Peter Ramsden, re: possible collaboration with Ara to deliver aqua-culture courses (L1-L4, NZQA approved).

#### 5. Engagements with Ngāi Tahu

- a. Te Rūnanga o Ngāi Tahu  
– to discuss Ara/Ngai Tahu relationships (papatupu runanga and TRoNT), including potential selection criteria for 2018 Ara Scholarships for Rūnanga / Higher Learning.
- b. Te Tapuae o Rehua  
– to discuss He Toki (Governance Hui on 07-09-17); Iwi Influenced Investment (various dates/hui).
- c. Kotahi Mano Kāika<sup>1</sup>  
– Support given to host Rangatahi Symposium (September 15-17) at Te Puna Wānaka.

#### 6. Draft Framework for Māori Achievement

##### 6.1 Meetings held with internal Ara colleagues to;

- (i) identify comprehensive list of products and services already on offer at Ara for Māori;
- (ii) to begin to unpack their relevance / utility; and
- (iii) look at what might be required moving forward to strengthen our capacity and capability to achieve parity of achievement for Ara Māori students.

#### **Te Marino Lenihan**

*(Waitaha, Ngāti Mamoe, Ngāi Tahu)*

**Kaiārahi, Director Māori**

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<sup>1</sup> Ngāi Tahu Māori language revitalisation initiative.

<b>Ara Council</b> <b>26 September 2017</b>	<b>Agenda Item</b>	Page 17/ Ara Council/3328
		Information Item
<b>PUBLIC</b>	<b>Presented by</b>	S McBreen-Kerr

<b>ARA COUNCIL REPORT SUMMARY</b>	
<b>TITLE OF REPORT</b>	<b>Academic Board</b>
<b>BACKGROUND AND PURPOSE</b>	<p><b>There is no Academic Board report this month as the Board only met on the 14 September 2017. A full report regarding this meeting will be reported at the October Council meeting.</b></p> <p><i>The Academic Board role is to:</i></p> <ul style="list-style-type: none"> <li>• <i>Advise Council, and recommend where appropriate, on the academic strategic direction and practices of the institution.</i></li> <li>• <i>Develop, monitor, review and maintain policies on academic matters including research conducted by staff.</i></li> <li>• <i>Consider proposals for new programmes.</i></li> <li>• <i>Approve programmes.</i></li> <li>• <i>Manage sub-committees as required, including:</i> <ul style="list-style-type: none"> <li>• <i>Defining delegations, roles, Terms of Reference (ToR) and membership.</i></li> <li>• <i>Receiving and acting on reports.</i></li> <li>• <i>Reviewing performance and effectiveness.</i></li> </ul> </li> <li>• <i>Consider and report on any other academic matters which are referred to it by the Council or CE, or which the Board believes are of significant importance.</i></li> </ul>
<b>RECOMMENDATION(S)</b>	-
<b>LINK TO ARA STRATEGY</b>	-
<b>KEY ISSUES IDENTIFIED</b>	-
<b>FINANCIAL IMPLICATIONS FOR ARA</b>	-
<b>RISK IMPLICATIONS FOR ARA</b>	-

<b>Ara Council</b> <b>26 September 2017</b>	<b>Agenda Item</b>	<b>3.3b and c</b>
		<b>Information Item</b>
<b>PUBLIC</b>	<b>Presented by</b>	S Collins

<b>ARA COUNCIL REPORT SUMMARY</b>	
<b>TITLE OF REPORT</b>	<b>Council Sub-Committee Reports</b>
<b>BACKGROUND AND PURPOSE</b>	<ul style="list-style-type: none"> <li>Public record of the formal Ara Sub-Committee Council meetings, held for the Council Campus Redevelopment Committee in August and September 2017.</li> </ul>
<b>RECOMMENDATION(S)</b>	<p>That Council:</p> <ol style="list-style-type: none"> <li>Receive the minutes of the meeting of the Council Campus Redevelopment Committee on 15 August 2017 and note the resolutions contained.</li> <li>Receive the verbal update of the meeting of the Council Campus Redevelopment Committee on 19 September 2017.</li> </ol>
<b>LINK TO ARA STRATEGY</b>	N/A
<b>KEY ISSUES IDENTIFIED</b>	N/A
<b>FINANCIAL IMPLICATIONS FOR ARA</b>	N/A
<b>RISK IMPLICATIONS FOR ARA</b>	N/A

# Ara Council Campus Redevelopment Committee Minutes

**15 August 2017**

Minutes of a meeting of the Ara Council Campus Redevelopment Committee held on Tuesday 15 August 2017 at 1.30pm in Room A227, City Campus.

## **1 Welcome**

John Hunter opened the meeting welcoming the Committee and Jeremy Boys (Council Member) attending via videoconference from the Timaru Campus.

## **2 Meeting Business**

### **2.1 Attendance**

#### **a Voting Members**

John Hunter (Chair) (JH), Stephen Collins (SC) and Darren Mitchell (DM).

#### **b Non-Voting Members**

Tracey McGill (Council Secretary) (TM).

#### **c In Attendance**

Colin King (Manager, Project Office) (CK), Jeremy Boys (JB) via videoconference, Dave Lang (Project Director/Project Manager) (DL) and Christina Yeates (Minute Secretary).

### **2.2 Apologies**

Jane Annear (JA).

## **3 Disclosure of Conflicts of Interest**

Nil.

## **4 Confirmation of Minutes**

### **4.1 Minutes of Council Campus Redevelopment Committee meeting of 25 July 2017**

*It was **resolved** that the Minutes of the Council Campus Redevelopment Committee meeting held on 25 July 2017 be approved as a correct record of proceedings at that meeting and be signed by the Chair accordingly.*

D Mitchell/S Collins

Carried

### **4.2 Business Arising out of the meeting**

Nil.

## 5 General Business

Nil.

## 6 Public Excluded

[1.35pm]

It was **resolved** that the public be excluded from the remainder of the meeting.

Chair

Carried

The general subject of the matters considered while the public was excluded was:

- |     |  |                    |
|-----|--|--------------------|
| 6.1 | Minutes of Meetings of 25 July and 8 August 2017 – Public Excluded | [s9(2)(f),(i),(j)] |
| 6.2 | Business Arising from previous Public Excluded Minutes             | [s9(2)(i)(j)]      |
| 6.3 | Project Management Office Capital Works Programme Report           | [s9(2)(i)(j)]      |
|     | a Individual Projects Update                                       |                    |
|     | b Health and Safety  |                    |
|     | c Woolston- Innovo Project Director’s Report (verbal)              |                    |
| 6.4 | K Block  | [s9(2)(i)(j)]      |
|     | a Budget Status Update   |                    |
| 6.5 | Capital Works Programme Annual Refresh (verbal)                    | [s9(2)(i)(j)]      |
|     | a Revised Programme 2017-2022                                      |                    |
|     | b Supporting Budget  |                    |
|     | c Affordability 10 year financial model.                           |                    |

This resolution was made in reliance on s48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by s9 of the Official Information Act 1982 which would be prejudiced by the holding of the proceedings of the meeting in public. The section of the Official Information Act which applies is shown beside each item considered while the public was excluded:

- *Matters involving confidential information about an identifiable person*  
[s9 (2)(a)] – Protect the privacy of natural persons, including that of deceased natural persons
- *Submissions to Parliament and other formal advice*  
[s9(2)(f)] – Maintain confidential conventions which protect political neutrality, and the confidentiality of communications and advice tendered by officials
- *Commercially sensitive financial data*  
[s9(2)(i)] – The Crown or any Department or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities
- *Negotiations in progress with other organisations*  
[s9(2)(j)] – Enable a Minister of the Crown or any Department or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

The Council moved back into open meeting.

There being no further business the meeting closed at 2.25pm.

**READ AND CONFIRMED**

Chair: .....

15 August 2017

# 2017 Council Work Programme

**as at 12 September 2017**

Month	Topics	Notified Non-availability
January	31 <b>Council Meeting (Timaru)</b>	
	31 Chief Executive Remuneration and Performance Review Committee	
February	16 Graduation (Timaru)	
	21 Council Campus Redevelopment Committee Meeting	
	23 Council Teaching and Learning Workshop	
	28 <b>Council Meeting (ChCh)</b> <ul style="list-style-type: none"> <li>• Conflicts of Interest – signed updated register from each member</li> <li>• Reconfirm Committee and Trust Memberships</li> <li>• 2016 End of Year Provisional Financial Report</li> <li>• Strategic Development Fund – 2016 Close-out Reports</li> </ul>	
March	Council Audit and Risk Committee Meeting	
	21 Council Campus Redevelopment Committee Meeting	
	28 <b>Council Meeting (ChCh)</b> <ul style="list-style-type: none"> <li>• Health and Safety Manager – Update</li> <li>• Health and Safety Walkabout</li> <li>• Draft Annual Report 2016</li> </ul>	
	31 Autumn Graduation Ceremonies (9.00am and 2.30pm sessions)	
April	19 Council Campus Redevelopment Committee Meeting	
May	2 <b>Council Meeting (ChCh)* Meeting Cancelled</b> <ul style="list-style-type: none"> <li>• Final approval of 2016 Annual Report</li> <li>• Risk Management Framework – quarterly report</li> </ul>	
	9 Council Audit and Risk Committee Meeting	
	16 Council Campus Redevelopment Committee Meeting	
	4/8 Full Academic Board	
	30 <b>Council Meeting</b> <ul style="list-style-type: none"> <li>• Report on Affixing of Common Seal</li> <li>• Pasifika Strategy Update</li> <li>• Internationalisation Charter</li> </ul>	
June	15 Council Audit and Risk Committee Meeting	
	16 Chief Executive Remuneration and Performance Review Committee	
	20 Council Campus Redevelopment Committee Meeting	
	27 <b>Council Meeting</b>	
July	17 Council Audit and Risk Committee Meeting	
	18 Council Campus Redevelopment Committee Meeting	<i>J Annear (18 July)</i>
	25 <b>Council Meeting (ChCh)* Woolston Campus</b> <ul style="list-style-type: none"> <li>• Strategic Development Fund Projects Update</li> <li>• Risk Management Update</li> <li>• Campus Tour</li> <li>• Health and Safety Walkabout – Woolston Campus</li> <li>• Fee Setting for 2018 (pending Govt advice)</li> <li>• Kaiārahi Update Report</li> </ul>	<i>J Cartwright (14-24 July)</i>
August	15 Council Campus Redevelopment Committee Meeting	<i>J Annear (15 August)</i>
	29 <b>Council Meeting (Chch)</b> <ul style="list-style-type: none"> <li>• Strategic Direction and Priorities for 2018</li> <li>• Board Self-Assessment</li> <li>• City Campus Tour for new Council members</li> </ul>	
September	15 Spring Graduation Ceremony (10am)	<i>J Hunter (15-27 Sept)</i>
	19 Council Campus Redevelopment Committee Meeting	
	26 <b>Council Meeting</b> <ul style="list-style-type: none"> <li>• Pasifika Strategy Update</li> </ul>	<i>J Cartwright (28 Sept- 3 Oct)</i>

October	10	Council Audit and Risk Committee Meeting	<i>J Cartwright (1-3 Oct)</i>
	17	Council Campus Redevelopment Committee Meeting	
	31	Chief Executive Remuneration and Performance Review Committee	
	31	<b>Council Meeting (Timaru)*</b> <ul style="list-style-type: none"> <li>• Report on Affixing of Common Seal</li> <li>• Risk Management Framework - Quarterly Report</li> <li>• Health and Safety Manager Update</li> <li>• Health and Safety Walkabout and Campus Tour</li> <li>• Stakeholder engagement meetings and dinner (overnight accommodation to be arranged)</li> </ul>	
November	2	Full Academic Board	
	21	Council Campus Redevelopment Committee Meeting	
	28	<b>Council Meeting (ChCh)</b> <ul style="list-style-type: none"> <li>• Annual Report 2017 - content/format</li> <li>• 2018 Budget - Sign off</li> <li>• Health and Safety Manager Update</li> <li>• Workshop tbc</li> <li>• TEC Investment Manager and TEC Principal Advisor - to attend - tbc</li> <li>• Campus Tour</li> </ul>	
December	12	<b>Council Meeting (if required) (Teleconference)</b>	
	13	Council Campus Redevelopment Committee Meeting (if required)	

**10.30-11am Council only time; 11am - 3pm Council meeting**

\* LUNCH invitations to be issued - Trustee Chairs?

6 February - Waitangi Day  
 14 April - Good Friday  
 17 April - Easter Monday  
 18 April - Easter Tuesday  
 25 April - ANZAC Day  
 5 June - Queens Birthday  
 25 September - South Canterbury Anniversary Day (Timaru Campus)  
 23 October - Labour Day  
 17 November - Canterbury Anniversary Day  
 22 December - Ara Closes

## **Ara Council Media Report - August 2017**

### **2 August**

Engineering Ara is [hosting an engineering expo](#) this weekend.

### **3 August**

Cook Islands AUT is [celebrating Cook Islands Language Week](#).

### **7 August**

Protest The TEU organised a protest at Ara's Timaru campus about [the future of the campus and funding models](#).

Birds Ara [unveiled a lovely sculpture of birds](#) last week – check it out!

### **9 August**

Kahukura Ara's major new building, Kahukura, will be [formally opened by the PM tomorrow](#).

Apprentices Ara explained their support for manufacturer Wyma Solutions, which has [9 apprentices through Ara, and wants to double that number](#).

### **10 August**

Ara...has a [Research Week](#) next week.

New Buildings Victoria Uni [opened its Creative Centre](#) in Wellington's Miramar film area. The opening of Ara's Kahukura building by the PM had coverage from [TVNZ](#), [Stuff](#), and [FutureFive](#).

### **22 August**

[New course set to bring South Canterbury students a step closer to food processing](#)

It's hoped a new specialist qualification being launched in Timaru will help open the eyes of youngsters looking to join the food...

Davenport announced that from the start of next year, Ara Institute of Canterbury would be running a new Introduction to Food Processing.

### **25 August**

**Food** South Canterbury school students [checked out food processing facilities](#) as part of careers education/transition (Ara is involved too).

<b>Ara Council</b> <b>26 September 2017</b>	<b>Agenda Item</b>	<b>3.6</b>
		<b>Information Item</b>
<b>PUBLIC</b>	<b>Presented by</b>	John West

<b>ARA COUNCIL REPORT SUMMARY</b>	
<b>TITLE OF REPORT</b>	<b>Pasifika Strategy Update</b>
<b>BACKGROUND AND PURPOSE</b>	<ul style="list-style-type: none"> <li>The Pasifika Strategy was launched April 2017.</li> <li>This update provides an overview of progress to date.</li> </ul>
<b>RECOMMENDATION(S)</b>	1. That the implementation be noted
<b>LINK TO ARA STRATEGY</b>	Outcomes for Pasifika learner are articulated in the Ara Strategy where parity of achievement for Pasifika learners is the key focus, thus raising organisational expectations for this learner group.
<b>KEY ISSUES IDENTIFIED</b>	<ul style="list-style-type: none"> <li>There is good organisational energy around the advancements to-date in supporting Pasifika students to success.</li> <li>The Pasifika Advisory Group (PAG) is a key conduit to the local community.</li> <li>Ara Pasifika colleagues and students are leveraging visibility around Pasifika to establish their voice through the organisation.</li> </ul>
<b>FINANCIAL IMPLICATIONS FOR ARA</b>	-
<b>RISK IMPLICATIONS FOR ARA</b>	<p>Outcomes for Pasifika learners are articulated in the Tertiary Education Strategy with a focus on boosting achievement of Pasifika:</p> <ul style="list-style-type: none"> <li>There is an increase in rates of progression for Pasifika from study at levels 1 to 3 to higher levels.</li> <li>There are increased rates of Pasifika enrolling in and completing qualifications at levels 4 and above.</li> <li>There are better employment outcomes for Pasifika graduates (or, for lower level qualifications, progression to higher qualifications).</li> </ul> <p>Ara has a responsibility to respond to this policy focus.</p>



## **Pasifika Strategy Update**

The Director Student Services continues to take oversight of the activity to support the implementation of the Ara Pasifika Strategy. In addition, the Director is leading a group of Ara colleagues to support the completion of a Pasifika Market Segment document. It is intended this document will in time help influence the direction of Ara to better meet the needs of the Pasifika community.

The Pasifika Advisory Group (PAG) meets every 6-8 weeks and receives updates on progress against the strategy, as well as information on Ara performance against targets for student engagement and achievement as this is available. This group forms a critical connection to the Pasifika community for Ara. Early 2018 this group will under-take a self-review process.

Ara Pasifika colleagues have taken the opportunity to reconnect together. This group is beginning to engage more broadly with and outside of Ara, particularly through the Association for Pasifika Staff in Tertiary Education (APSTE).

Ara Pasifika students have also been supported to collectively establishing a student group, the Pacific Island Student Association (PISA). Through this group, Pasifika students are finding their voice, showing leadership in establishing events and activities for other students, and in contributing to relevant Ara groups and committees.

It is noted that at yet no progress has been made in influencing the environment to better reflect Pasifika. The timing of the current Capital investment programme has not provided opportunity for this.

Attached is the 2017 Pasifika Strategy Implementation Plan.

**Outcome 1: Pasifika students participate, progress and achieve qualifications**

Inspiring Pasifika students to participate in education at Ara, ensuring that Pasifika students progress their studies so they are moving through educational layers and achieving higher-level qualifications.

Oku 'auha 'a e kakai ko e 'ikai ha visone (Without a vision, the people will perish.) Tongan proverb

Ara will	Who	What will be actioned	Outcomes
Engage with Pasifika families, communities and other stakeholders, including churches, local and central government, and Pasifika organisations to promote learning opportunities	Workforce Engagement – Community Engagement Manager Director Student Services Student Services – Pasifika Student Advisor	<ul style="list-style-type: none"> <li>• Identified Ara colleagues will be resourced to undertake the activity of engagement</li> <li>• Ara events will be established that provide engagement with Pasifika families, communities and other stakeholders, including churches, local and central government, and Pasifika organisations</li> <li>• Develop a Pasifika Market Segment document to identify opportunities to deliver more effective outcomes for the Pasifika community</li> </ul>	<ul style="list-style-type: none"> <li>• Engagement Team members appointed with a Pasifika focus; Tony (Simo) Faitaua – Workforce Development Representative, Pasifika Focus, Sua Tauti – Youth and Community Development Representative, Pasifika Focus.</li> <li>• Engagement Team members appointed with a Pasifika background; Lana Shields – Workforce Development Representative, Sefa Faletanoai – Workforce Development Representative.</li> <li>• An Ara Pasifika student welcome has been held engaging community and Ara students and colleagues</li> <li>• Pacific Island language weeks are included as part of the Ara events programme</li> <li>• A Cook Island inspired food event was hosted in the Atrium for students</li> <li>• Officials from the Ministry for Pacific Peoples facilitated a PD session with SSD colleagues</li> <li>• Pasifika student population information is analysed against the Ara catchment</li> <li>• Pasifika student targets based on key sources are identified including BSP, TES, Ara Strategic Plan</li> <li>• Targeted scholarship opportunities for Pasifika learners are identified</li> </ul>
Build relationships through participation in community and cultural events within Canterbury to strengthen connections with Pasifika students, their families, and their communities	Student Services – Student Events Team Workforce Development Representatives	<ul style="list-style-type: none"> <li>• Key community events will be identified and participation by Ara colleagues determined</li> <li>• Language weeks will be identified and participation integrated into the Ara Student Events framework</li> </ul>	<ul style="list-style-type: none"> <li>• Workforce Development colleagues have been active in community and event engagements</li> <li>• S1 events have been attended, see attachment</li> <li>• S2 events are planned, see attachment</li> <li>• Pacific Island language weeks are included as part of the Ara events programme</li> </ul>

Ara will	Who	What will be actioned	Outcomes
Ensure Pasifika colleagues and support teams are able to be a successful part of Ara implementing this strategy	Director Student Services	<p>Pasifika Colleagues group:</p> <ul style="list-style-type: none"> <li>• Supported back in to a functioning group</li> <li>• Communication channels established for the group internally and to PAG as appropriate</li> <li>• Participation of Pasifika colleagues in key groups facilitated, particularly PAG</li> </ul> <p>Pasifika Student group:</p> <ul style="list-style-type: none"> <li>• Supported back in to a functioning group</li> <li>• Communication channels established for the group</li> <li>• Participation of Pasifika students in key groups facilitated, particularly PAG, Student Exec</li> </ul>	<ul style="list-style-type: none"> <li>• Pasifika Colleagues network has been re-established, and are planning to meet quarterly</li> <li>• Ara Pasifika membership of PAG has been clarified with 3 colleagues participating; Jason Tiatia, Howard Jamieson and Lana Shields</li> <li>• Pasifika Colleagues network have met with two members of PAG</li> <li>• PAG chair is having “coffee” catch-up with Ara Pasifika colleagues</li> <li>• Pasifika Student Group has been re-established, Pacific Island Student Association (PISA)</li> <li>• PISA representatives for PAG have been confirmed – Feleti, the president, and Ezra</li> <li>• PISA are currently working through a number of things, and are being supported by the Student Voice Co-ordinator, Jo Carter</li> <li>• PISA have initiated running volleyball on Wednesdays</li> </ul>
Celebrate Pasifika success through events, awards, mainstream and social media, and profile Pasifika colleagues and student role models across Ara	Director Student Services	<ul style="list-style-type: none"> <li>• Develop a process by which Pasifika success can be identified, captured and promoted which will see: <ul style="list-style-type: none"> <li>○ Ara colleague and student names collected</li> <li>○ Sign-off for success story completed to Marketing</li> <li>○ Success story written by Marketing</li> <li>○ Stories promoted via a variety of media</li> </ul> </li> <li>• Pasifika language weeks are identified and their celebration included as part of the Student Events framework, with the Pasifika Student Group playing an integral part</li> <li>• Pasifika student success will be celebrated through the Pacific Trades for Christchurch Pilot Project Graduation sponsored by MBIE and facilitated by CAPL</li> <li>• Pasifika student success will be celebrated through the PTT student success events</li> <li>• Pasifika student success will be celebrated through the Dual Pathway (Youth) student success events</li> <li>• Pasifika student success will be celebrated through the Ara Graduation</li> <li>• Investigate a Pasifika social media presence</li> </ul>	<ul style="list-style-type: none"> <li>• A process for collecting Ara colleague and student names has been agreed with Marketing</li> <li>• Marketing have confirmed completion of one student profile per month</li> <li>• Eight graduate student names have been identified and information passed to marketing for profiles to be completed</li> <li>• Three current student names have been identified and information passed to marketing for profiles to be completed</li> <li>• Pacific Island language weeks are included as part of the Ara events programme</li> <li>• Participants in the Pacific Trades for Christchurch Pilot Project, a collaborative MBIE/Ara project, were acknowledged through a graduation event held in the Atrium</li> <li>• All students completing Dual Pathway programmes S1 were celebrated with an event held in the CPSA including family and community</li> </ul>

Ara will	Who	What will be actioned	Outcomes
Promote research that will improve outcomes for Pasifika, support Pasifika researchers and students and Ara colleagues engaged in research, and encourage the use of Pasifika research methodologies and epistemologies	EAR HoD's Ara Research Manager Other Ara Managers	<ul style="list-style-type: none"> <li>• Fund Ako Aotearoa research project</li>   <li>• Identify where other research is occurring within Ara that has a Pasifika intent and focus</li> </ul>	<ul style="list-style-type: none"> <li>• Outcomes from the Ako Aotearoa research project are being realised within Ara. This has seen the development of a Moodle site for facilitating the toolbox being developed</li> <li>• The project outcomes will be presented at the upcoming Australia New Zealand Students Services Association Conference, Gold Coast, Queensland in October. The conference theme is 'Widening Perspectives of Student Success'</li> </ul>
Use scholarships across a range of academic fields that reflect the interests of the Pasifika community and support Pasifika participation and success	Director Student Services EAR Manager - Development and Projects	<ul style="list-style-type: none"> <li>• Planned focus for 2017 and 2018 established with a simplified scholarship structure</li> <li>• Utilise PAG to assist in setting criteria for Pasifika scholarships and their networks for scholarship promotion</li> </ul>	<ul style="list-style-type: none"> <li>• Clear scholarships for Pasifika people have been identified and advertised through the Ara website</li> <li>• PAG assisted in clarifying criteria for Pasifika scholarships</li> <li>• PAG has assisted in promoting 2017 scholarship opportunities</li> <li>• 15 scholarships were offered to Māori &amp; Pasifika for Higher Learning programmes S2. 13 applications were received all from Pasifika learners, with 12 being awarded</li> </ul>

Ara will	Who	What will be actioned	Outcomes
Ensure that teaching colleagues and pastoral support colleagues provide responsive, culturally appropriate and personalised support services for Pasifika students	Director Student Services EAR HoD's	<ul style="list-style-type: none"> <li>• Ensure specialised SSD pastoral and academic support colleagues are in place</li> <li>• Clearly identify SSD process for accessing specialised pastoral and academic support</li> <li>• Monitor how responsive support is to student requests for support</li> <li>• Work with Departments to develop cultural competencies in dealing with Pasifika students</li> <li>• Engage external stakeholders to assist teaching colleagues and pastoral support colleagues provide culturally appropriate support for Pasifika students</li> </ul>	<ul style="list-style-type: none"> <li>• SSD pastoral and academic support position have been appointed with targeted support to Pasifika Students across Ara main sites – Christchurch City Campus, Woolston Campus and Timaru Campus</li> <li>• The SSD Cornerstone Model has been deployed across all campuses - Christchurch City, Woolston, Timaru, Ashburton and Oamaru with the appointment of Student Engagement Advisors on all sites. Self-help resources are continuing to be developed. The Learning Services portal, previously developed for access to academic support has been evolved to provide a broader support network, targeting key learner groups including Pasifika students</li> <li>• A Case Management Tool has been developed to better capture student engagement information. Initially rolled out through the Academic Support Team in S1, software enhancements in S2 will see it used by all SSD engagement roles. This tool will provide a better record of interventions, and the necessary diagnostics around effectiveness</li> <li>• Officials from the Ministry for Pacific Peoples facilitated a PD session with SSD colleagues</li> <li>• Developed a pilot project with Tangata Atumotu Trust to assist Ara colleagues to best support Pasifika students with Mental Health issues for deployment 2018</li> <li>• Developed a pilot project with Tangata Atumotu Trust to directly work with students in educating about Mental Health issues for deployment 2018</li> </ul>
Develop and monitor a Pacific Report outlining participation, retention and achievement of Pasifika students on an annual basis.	Planning Performance and Reporting Group	<ul style="list-style-type: none"> <li>• Dashboard reporting is completed for Pasifika students for 2016, and as available 2017</li> <li>• Develop a technology solution for real time dashboard reporting for targeted groups including Ara Council, Managers, wider Ara colleagues and PAG</li> </ul>	<ul style="list-style-type: none"> <li>• Paper based information around Pasifika student engagement and success has been collated for 2016</li> <li>• Paper based information around Pasifika student engagement has been collated for S1 2017</li> <li>• Technology based dashboard developments have been deployed at an organisational level, focusing initially on application and enrolment information. Next phase developments will focus on educational performance information</li> </ul>

## Outcome 2: The learning environment at Ara incorporates Pasifika values

An environment that is attractive to Pasifika students is created and maintained where Pasifika values are seen as an important part of students succeeding in education and employment.

E rima te'arapaki te aro'a, te ko'uko'u te utuutu. 'iaku nei. (A feeling of love and affection comes with the protection of caring hands.) Cook Islands proverb

Ara will	Who	What will be actioned	Outcomes
Engage with other tertiary institutions to grow a tertiary sector that is responsive to the needs of Pasifika students, families and communities	Ara Pasifika Colleague network	<ul style="list-style-type: none"> <li>• Through the Ara Pasifika Colleague network identify established connections with other tertiary institutions</li> <li>• Through the wider Ara colleague group establish connections with other tertiary institutions</li> <li>• Investigate the potential for hosting APSTE in 2018</li> </ul>	<ul style="list-style-type: none"> <li>• It was planned that four Ara colleagues network attend the 2017 APSTE conference. Due to weather conditions at the time only Howard Jamieson and Fitifiti Luatua were able to attend, with Lana Shields and Sam Uta'l stuck in Christchurch</li> <li>• Through the Ako Aotearoa funded research project Ara is working collaboratively with the University of Canterbury and Lincoln University</li> <li>• Pasifika colleagues have been encouraged to attend the Pacific Tertiary Education Forum</li> <li>• Howard Jamieson has been asked to present at the Pacific Tertiary Education Forum on "Successfully supporting Pacific colleagues"</li> <li>• John West has been asked to present as the Pacific Tertiary Education Forum on "How Investment Plans reflect Pacific needs"</li> <li>• Dave Dixon has been asked to present as the Pacific Tertiary Education Forum on "Education and Pacific Development – a joint MBIE/Ara initiative"</li> <li>• All Ara colleagues have been encouraged to attend the Pacific Tertiary Education Forum</li> <li>• Ara has nominally approved a budget and agreed to Ara time being committed to hosting the 2018 APSTE conference</li> </ul>
Resource and enable the Pacific Advisory Group to add value to the work of Ara by building a strong connection with the Ara Council	Director Student Services	<ul style="list-style-type: none"> <li>• Regular meetings of the PAG are planned and resourced by Ara</li> <li>• PAG connections with key Ara stakeholders are identified and relationships developed including but not limited to Ara Council, CE, Director Student Services</li> </ul>	<ul style="list-style-type: none"> <li>• 2017 PAG meetings have been planned, with an approx. 6 week meeting sequence established. To date all planned meetings have occurred</li> <li>• The PAG Chair has attended the Ara Council meeting where the Pasifika Strategy was discussed</li> <li>• The PAG Chair has a six monthly meeting scheduled with the Ara CE. Following Kay's retirement with will continue with Tony.</li> <li>• The PAG Chair has a regular two monthly meeting with the Director Student Services to discuss progress against the strategy, and to provide support and advice</li> </ul>
Develop relevant connections to the Pacific Islands that reflect the importance of the islands to Pasifika students	PAG PTT Governance Group Student Services – Student Events Team	<ul style="list-style-type: none"> <li>• PAG membership is linked to Pacific Island connection</li> <li>• PTT Governance Group membership is linked to Pacific Island connection</li> <li>• Language weeks will be identified and participation integrated into the Ara Student Events framework to enhance connection to the Pacific Islands</li> </ul>	<ul style="list-style-type: none"> <li>• PAG membership has been evaluated to reflect Pacific Island connection</li> <li>• PTT Governance Group membership has been evaluated to reflect Pacific Island connection, resulting in new members</li> <li>• Pacific Island language weeks are included as part of the Ara events programme</li> </ul>

Ara will	Who	What will be actioned	Outcomes
Create a physical environment that is visually inclusive of Pasifika culture through the use of Pasifika cultural symbols, artworks, and signage	Director Student Services Project Management Office Art Curator Ara Pasifika Colleagues Ara Pasifika Students Student Voice Co-ordinator	<ul style="list-style-type: none"> <li>• Through the Capital works Campus Redevelopment programmes, opportunities are identified for inclusion of Pasifika culture</li> <li>• The Art Curator takes an active role in the purchasing of Ara artworks to reflect Pasifika culture</li> <li>• As appropriate Ara signage recognises Pasifika culture</li> <li>• Use the outcomes from the Ako Aotearoa research project to develop a physical environment that is visually inclusive of Pasifika culture</li> <li>• Use Pasifika Colleague and Student networks to identify opportunities for physical environment developments which reflect Pasifika culture</li> </ul>	
Create cultural spaces on campus where students, colleagues, families and communities can feel welcome and included as a valued part of the institution	Director Student Services Project Management Office Ara Pasifika Colleagues Ara Pasifika Students Student Voice Co-ordinator	<ul style="list-style-type: none"> <li>• Through the Capital works and Campus Redevelopment programmes, opportunities are identified for development of Pasifika cultural spaces</li> <li>• Use the outcomes from the Ako Aotearoa research project to stimulate the development of Pasifika cultural spaces</li> <li>• Use Pasifika Colleague and Student networks to identify opportunities for cultural spaces on campus</li> </ul>	
Provide guidance to Ara colleagues to increase the engagement and contributions of Pasifika students through the use of Pasifika-responsive teaching and learning pedagogies	Ara Colleagues	<ul style="list-style-type: none"> <li>• Use the outcomes from the Ako Aotearoa research project to stimulate Pasifika-responsive teaching and learning pedagogies</li> </ul>	<ul style="list-style-type: none"> <li>• Project outcomes have been presented to Heads of Department</li> </ul>
Provide Ara colleagues with professional development opportunities that will increase their cultural awareness of Pasifika perspectives, and support colleagues to increase their cultural responsiveness	Ara Managers	<ul style="list-style-type: none"> <li>• Appropriate PD opportunities are identified for Ara colleagues that will increase their cultural awareness of Pasifika perspectives, and support colleagues to increase their cultural responsiveness</li> <li>• Use of Ara PD allocations particularly target attendance at APSTE</li> <li>• Ara colleagues PD particularly target attendance at the Pacific Tertiary Education Forum</li> </ul>	<ul style="list-style-type: none"> <li>• Officials from the Ministry for Pacific Peoples facilitated a PD session with SSD colleagues</li> <li>• Ara colleagues were supported to attend the 2017 APSTE conference</li> <li>• Ara colleagues were supported to attend the 2017 Pacific Tertiary Education Forum</li> </ul>
Support academic development teams to integrate Pasifika content and perspectives into all courses and programmes	EAR HoD's Academic Services	<ul style="list-style-type: none"> <li>• Use the outcomes from the Ako Aotearoa research project to stimulate the integration of Pasifika content and perspectives into courses and programmes</li> </ul>	<ul style="list-style-type: none"> <li>• An Ara Moodle site has been established to provide access to the toolbox developed through the Ako Aotearoa research project</li> </ul>
Acknowledge the Fale Tele pedagogy model developed by Pauline Luafutu-Simpson and incorporate this into capability and programme development as appropriate.	EAR HoD's Academic Services	<ul style="list-style-type: none"> <li>• Articulate the Fale Tele pedagogy model for Ara</li> <li>• Determine and implement an appropriate method for developing an understanding of the Fale Tele pedagogy model at Ara</li> </ul>	

**Outcome 3: Increase Pasifika graduate employment rates**

Ensuring Ara actively prepares Pasifika students for employment by ensuring relevant education is provided, and that Ara colleagues assist in transitioning Pasifika students into employment once they have achieved their educational goals.

A fia vave o'ou lou va'a, alo na o 'oe, ae e fia tuli mamao le taunu'uga, tātou 'alo'alo fa'atasi. (If you want to go fast, go alone; if you want to go far, go together.) Samoan proverb

Ara will	Who	What will be actioned	Outcomes
Build networks of Pasifika students, stakeholders, graduates and the business community, to support current and prospective Pasifika students by acting as role models or mentors	Ara Colleagues and Students	<ul style="list-style-type: none"> <li>Use the Pasifika Colleague network as role models or mentors for current and prospective students</li> <li>Use the Pasifika Student Group as role models or mentors for current and prospective students</li> <li>Use Pasifika stories of success, both past and current students, to provide role models or mentors for current and prospective students</li> <li>Use the wider Pasifika community to provide role models or mentors for current and prospective students</li> </ul>	<ul style="list-style-type: none"> <li>Pasifika colleagues are encourage to participate in Ara functions</li> </ul>
Engage with the wider employment community to increase employment opportunities for Pasifika graduates	PAG Director Student Services EAR HoD's	<ul style="list-style-type: none"> <li>Benchmark Departments engagement with local Pasifika Businesses</li> </ul>	<ul style="list-style-type: none"> <li>Information from Departments has been collected on engagement with local Pasifika Businesses. Apart from targeted Pasifika programmes such as PTT, networks and engagement is limited</li> <li>Departments are keen to evolve this however require some assistance in order for this to develop</li> </ul>
Actively encourage and support the recruitment and retention of Pasifika colleagues, and increase leadership capacity through professional development	Ara Managers PAG and their networks	<ul style="list-style-type: none"> <li>Use Pasifika networks to promote Ara vacancies</li> <li>Encourage current Pasifika colleagues to seek promotion opportunities</li> <li>Utilise the Ara Leadership and Management Capability Framework to develop the capability of Ara Pasifika colleagues</li> </ul>	<ul style="list-style-type: none"> <li>PAG members have taken an active role in promoting Ara vacancies with a Pasifika focus</li> <li>All Ara colleagues are encouraged to seek promotion opportunities through normal Ara processes</li> <li>Ara Managers have had the opportunity to engage through a Leadership and Management Capability programme</li> </ul>
Promote awareness of pathways and opportunities at Ara from pre-enrolment through to graduate community, including opportunities for progression to higher level qualifications, and employment.	Director Student Services Ara Pasifika Colleague network Marketing Department	<ul style="list-style-type: none"> <li>Profile graduates and other student success stories that shown positive outcomes for Pasifika students, particularly demonstrating student pathways leading to further study and employment</li> </ul>	<ul style="list-style-type: none"> <li>The generation of student profiles has initiated</li> </ul>
Strengthen links with the graduate community to provide continued opportunities for networking and learning, and to create opportunities to support the next generation of Pasifika students.	Director Student Services Ara Pasifika Colleague network Student Transition Manager	<ul style="list-style-type: none"> <li>Establish a Pasifika Graduate Community</li> <li>Use Pasifika stories of success from past students to provide role models or mentors for current and prospective students</li> <li>Use the Pasifika Gradate Community to provide opportunities for networking and learning</li> <li>Use the Pasifika Gradate Community to support the next generation of Pasifika students</li> </ul>	

**Outcome 4: Pasifika colleagues participate and progress within the organisation across management, teaching, research, administration and support roles**

Ara provides an environment where Pasifika colleagues can flourish. A strong Pasifika workforce that is supported to participate and progress will provide a clear message to students about how much they are valued. Kevaka mo veiliutaki, mo qaseqase ka lewa matau; ("If God has given you leadership ability, take the responsibility seriously.") Romans 12:8

Ara will	Who	What will be actioned	Outcomes
Provide leadership opportunities for Pasifika colleagues and students, enhancing their confidence and capability, and increasing a Pasifika presence and voice in policy and decision making	Ara Managers PAG and their networks	<ul style="list-style-type: none"> <li>Use Pasifika networks to promote Ara vacancies</li> <li>Encourage current Pasifika colleagues to seek promotion opportunities</li> <li>Utilise the Ara Leadership and Management Capability Framework to develop the capability of Pasifika colleagues</li> </ul>	<ul style="list-style-type: none"> <li>Vacancies with a Pasifika focus have been promoted through Pasifika networks, particularly the PAG</li> <li>Through the launch of the Pasifika Strategy the Director SSD has had the opportunity to engage with Heads of Department and promote to them the promotion of colleagues into management roles, including Pasifika</li> <li>Ara Managers have had the opportunity to engage through a Leadership and Management Capability programme</li> </ul>
Ensure that the HR process used to attract and recruit Pasifika colleagues are effective and an appropriate percentage of applicants are turning in to successful appointments	People and Development	<ul style="list-style-type: none"> <li>Benchmark the current number of Ara colleagues that identify as from Pasifika decent</li> <li>Establish if data is collected on the proportion of Pasifika applications for positions at Ara as a benchmark</li> </ul>	<ul style="list-style-type: none"> <li>Information on the number of Ara Pasifika colleagues has been collected, from the HRIS, establishing a baseline</li> <li>Information on the number of applications received from Pasifika people for Ara roles has been collected for the S1 2017, establishing a baseline</li> </ul>
Support a Pasifika Colleague network. This support will include providing facilities and resources to meet in a culturally appropriate way. Managers will be encouraged to ensure colleagues have the capacity to attend network meetings	Director Student Services Ara Managers	<ul style="list-style-type: none"> <li>An Ara Pasifika Colleague network will be encouraged to meet, with meetings made accessible to all colleagues, and appropriate resources made available for its operation</li> </ul>	<ul style="list-style-type: none"> <li>The Ara Pasifika Colleague network have met</li> <li>Clear expectations around scheduling of future meetings have been communicated to ensure equity of access for participation, giving consideration to meeting timings, location and technology access</li> </ul>
Engage and effectively participate in APSTE (Association of Pasifika Staff in Tertiary Education)	Ara Pasifika Colleague network Director Student Services	<ul style="list-style-type: none"> <li>Ara will pay for an institutional membership for APSTE</li> <li>Identify current Ara colleagues active in the APSTE network</li> <li>Obtain information from APSTE around potential Ara colleagues engagement opportunities</li> <li>Ara colleagues will be provided the opportunity to participate in APSTE activities which support the Ara strategic direction or which play a part in an individual professional development</li> </ul>	<ul style="list-style-type: none"> <li>Ara has paid the APSTE membership</li> <li>Ara colleagues were supported to attend the 2017 APSTE conference</li> <li>Ara has agreed to host the 2018 APSTE conference</li> </ul>
Develop a connection between the Pasifika Advisory Group and the Pasifika Colleague network	Director Student Services PAG Ara Pasifika Colleague network	<ul style="list-style-type: none"> <li>The nature of the relationship between the PAG, the Director Student Services, and the Ara Pasifika Colleague network will be established to allow for appropriate governance and management related issues to be discussed</li> </ul>	<ul style="list-style-type: none"> <li>The Chair and Deputy Chair of the PAG have met with the Ara Pasifika Colleague network</li> </ul>

Ara will	Who	What will be actioned	Outcomes
Have in place professional development for Pasifika Pasifika colleagues with the stated aim of enhancing their progression through the organisation.	Ara Managers	<ul style="list-style-type: none"> <li>Progression opportunities for Ara colleagues are in place</li> <li>Where Ara colleagues show potential for management or leadership role, colleagues are engaged in the Ara Leadership and Management Capability Framework</li> </ul>	<ul style="list-style-type: none"> <li>Through the launch of the Pasifika Strategy the Director SSD has had the opportunity to engage with Heads of Department and promote to them the promotion of colleagues into management roles, including Pasifika</li> <li>Ara Managers have had the opportunity to engage through a Leadership and Management Capability programme</li> </ul>

### Key community events will be identified and participation determined

Recent events to date with a Pasifika Focus:

- Lead Your Future – 250 Maori and Pasifika students from Canterbury schools coming to Ara and learning about their culture and how they can harness this to work towards a meaningful and rewarding career.
- MSD Youth Engagement Plan – NEETS who take part in a two week course at MSD designed to prepare them for further training or employment. A strong Pasifika presence. Ara presented at each of these courses (5 instances run over two months)
- Bros for Change – clients of this charity attended a tour and information session. Gained PTT enrolments from this event.
- MSD Seminar Ashburton – Seminar for clients of MSD Ashburton – again, PTT enrolments gained from this event.
- Let's Get Cooking Fanau – Opportunity for parents and their teenagers to cook together in Ara kitchens and foster family connections and teamwork. Followed by an information session on the offerings available to Pasifika people at Ara. This was extremely successful and the department has asked to do it again.
- ACTIS Aranui Community Trust – Drop in. This community trust deals with a large number of Maori and Pasifika clients and we have organised to have a drop-in time once a fortnight where their clients can meet with an Engagement team representative and discuss training options.
- Linwood Rugby – This was an evening for the younger colts teams at Linwood. They have a large proportion of Maori and Pasifika players. Unfortunately, this was cancelled last minute.
- Emergency services Careers expo – Ara was asked to attend to promote pathway courses into the emergency services. Again this was cancelled – this time due to the state of emergency brought about by flooding.

Upcoming events and activities with a Pasifika focus:

- Midnight Basketball – opportunity for at-risk students from the east of Christchurch to play basketball, grab some kai and hear from businesses and education providers about the opportunities available to them. Ara is hosting the event on the 8th of September. We expect there to be a high proportion of Pasifika students.
- Oamaru Business admin course – Fale Pasifika is the NGO who asked Ara to organise this course. This was targeted primarily at Pasifika women. 12 of 16 students have since re-enrolled at Ara in level 3 or above.
- Oamaru English as a second language course. This is yet to be finalised but the idea is to encourage Pasifika people with poor English skills to improve their English and enable them to achieve employment, take part in further training at Ara, or even just to assist with them getting their drivers licence.
- Church visits – these are back underway with Tony, Sefa and Sua all working to present at various Pasifika church congregations.
- Pacific League series – this is an event that Sua has been involved with in the past. This attracts Rugby League teams from all over the Pacific and between 5 and 10,000 supporters. Ara will be the only educational provider at the event. This is a huge branding opportunity for Ara and to connect strongly with the Pasifika community in Canterbury.
- Power Up East – An after school homework club that encourages parents to attend with their teenagers. This group has a strong Pasifika presence. There are opportunities here for both Youth and Community Development and Workforce development. The organisers have asked us to present the opportunities at Ara regularly.
- Let's Get Cooking – As above, two more events confirmed for October.
- SPACPAC "Spacifically Pacific" – The organising committee has met to start preparing this series of events for 2018. Sua has been put on the board.