

Ara Institute of Canterbury Limited

(the Company)

MEETING OF THE BOARD OF DIRECTORS

Date: 25 May 2021

Time: 9.30am

Venue: Wharekai, Te Puka Wānaka, City Campus

Directors: T Arseneau (Chair), M Taite-Pitama (Deputy Chair), M Bain, J Cartwright, M Geddes, N Lamont, A Leslie and B Thompson.

Item Subject Karakia 1. 2. Welcome/Apologies/Notices 3. **Conflicts of interest** 4. Call for and discussion of minor items not on the Agenda 5. Confirmation of Meeting Minutes (Public) – meeting 27 April 2021 5.1 Approval of Meeting Minutes 5.2 Matters Arising 5.3 Action List 6. Correspondence 7. **Discussion Items** 7.1 **Chief Executive Report EFTS** Performance • **Financial Performance Targeted Review** 7.2 Chair Report 8. Information Items [For noting] 8.1 Sub-Committee Reports Audit and Risk Committee [no meeting held May 2021] а b Campus Redevelopment Committee [no meeting held May 2021] 8.2 Academic Committee Report 8.3 **Common Seal Report** 8.4 Ara Board Work Programme 8.5 Media Report 9. **General Business**

OPEN AGENDA

Lunch with guests - Student Council Chair/Deputy Chair and Student Voice Co-ordinator

CLOSED AGENDA

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:

| Item | Subject | |
|------|--|--------------------------------------|
| 10. | Confirmation of Meeting Minutes (Public Excluded) - m April 2021 | eeting held 27 [s9(2) (f), (i), (j)] |
| | 10.1 Approval of Meeting Minutes10.2 Matters Arising10.3 Action List | |
| 11. | For Discussion | [s9(2) (f), (i), (j)] |
| | 11.1 Chief Executive Report Health, Safety and Wellbeing SafePlace – Close Out Reports Leave Liability Te Pūkenga Operating Model and Critical I | Мар |
| 12. | For Information [For noting] | [s9(2) (f), (i), (j)] |
| | 12.1 Trustees | |
| | 12.2 Sub-Committee Reports a Audit and Risk Committee [no meeting held b Campus Redevelopment Committee [no m 2021] | |
| 13. | General Business | |

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:

- 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)



2021 Register of Disclosure of Conflicts of Interest

Last update as of 30 March 2021

Ara Board of Directors

| Thérèse | ChristchurchNZ (Chair and Director) | Therese Arseneau Consulting Ltd |
|--------------------------|--|--|
| Arseneau [Chair] | • J Ballantyne and Company Ltd (Director) | (Director and Shareholder) |
| | Elder Family Trust (Trustee) Open Polytophnia (Poord Director) | |
| Malania Taita | Open Polytechnic (Board Director) | Taita Family Tweet (Tweetaa) |
| Melanie Taite- Pitama | Tuahiwi Education Ltd (Director/Shareholder) | Taite Family Trust (Trustee) |
| [Deputy Chair] | Tuahiwi School Board of Trustees (Member) | |
| Murray Bain | TSB Bank (Deputy Chair)Northland Polytechnic Ltd (Deputy | Southern Institute of Technology Ltd (Director) |
| | Chair) | Optimum Services Ltd (Director/Owner) |
| | CTAS (Chair) Korikori Detiroment Village Truct (Chair) | Oryx Technology Ltd (Director/Owner) ESA Ltd (Director) |
| | Kerikeri Retirement Village Trust (Chair) | ESA Ltd (Director) |
| Jane Cartwright | Brackenridge Estate Limited (Chair) | Canterbury Clinical Network (Independent Advisor) |
| | Nurse Maude Association (Chair – Clinical Quality & Risk Committee). | Cartwright-Newton Family Trust |
| | Nurse Maude Association (Deputy Chair and Finance & Audit Committee Member) | (Trustee) • JC Ltd (Director) |
| Maryann Geddes | Te Pūkenga (Council member) | Service IQ (Director) |
| | Southern Institute of Technology (Director) | |
| | Otago Polytechnic (Director) | |
| Nettles Lamont | Quality New Zealand Limited (Chair, Director and shareholder) | Arinui Limited Chair (Director) Hortus Limited (Director) |
| | Conquest Training Limited (Director and shareholder) | JFC Limited (Director) |
| | Alliance Services Limited (Chair, Director) | Kidson Trust Advisory (Board member) Dublin Street Charitable Trust (CEO) |
| Andrea Leslie | Primary ITO (Employee) | Greenhill Farm Trust (Trustee)) |
| | Authentic Education Ltd (non-trading) (Director) | |
| Bryn Thompson | Metalcraft Engineering Company Limited (Principal/Director) | B&S Thompson Family Trust (Trustee) NZMEA (President/Director) |
| | Avid Group Limited (Share Holder/Director) | Mancan (Chairperson/Director) |
| | Cassem Holdings Limited (Principal/Director) | Canterbury Manufacturing Trust (Chairperson/Trustee) |
| | Competenz Trust (Director) | |
| | | |



Ara Board Officers

| T | |
|----------------------------|--|
| Tony Gray | Ara Foundation (Trustee) |
| Chief Executive | Hurford Trust (Trustee) |
| | NZIST COVID-19 Recovery Training and Skills Needs Working Group (Member) |
| | NZIST Internationalisation Working Group (Chair) |
| | Ōtautahi Education Development Trust (Trustee) |
| | SANITI Advisory Board (Member) |
| | TANZ Accord (Chair) |
| | TANZ Ltd (Director) |
| | Kallanda Marsana (Tardikia al Fish Dand Nan Dafit Ordania ti anti-tati |
| Te Marino Lenihan | Ka Honua Momona (Traditional Fish Pond Non-Profit Organisation on Moloka'i, Hawai'i) (Board Member) |
| Kajārahi | Kaiapoi Pā Trust (Trustee) |
| Raidrann | Ngā Aho (National Network of Māori Design Professionals) (Executive) |
| | Ngāi Tahu (Whakapapa) |
| | Canterbury Communications Trust (CCT) (Trustee) |
| | He Toki ki Te Rika (Maori Trades Training) Trust |
| | He Toki ki Te Mahi (Maori Apprenticeship) Trust |
| Darren Mitchell | Ōtautahi Education Development Trust (Trustee) |
| | Public Sector Consultation Group – CAANZ |
| Deputy Chief Executive | WorldSkills NZ (Director) |
| Chief Operating Officer | |
| Christina Yeates | • Nil |
| Executive Officer | |
| | 1 |



Ara Institute of Canterbury Limited (the Company)

Minutes of a meeting of the Board of Directors (Board)

27 April 2021 at 9.30am

Minutes

These are the minutes of a meeting of the board of the Company held on 27 April 2021 in Room TA210, Timaru Campus and via zoom.

1 Karakia The Deputy Chair opened the meeting with a Karakia.

2 Welcome

Directors present: Thérèse Arseneau (Chair), Murray Bain, Maryann Geddes, Nettles Lamont, Andrea Leslie, Melanie Taite-Pitama (Deputy Chair) and Bryn Thompson.

Thérèse Arseneau acted as chairperson of the meeting.

Other attendees present: Tony Gray (Ara Institute of Canterbury Ltd (Ara) Chief Executive), Darren Mitchell (Ara DCE COO), Te Marino Lenihan (Ara Kaiārahi), Karen Te Puke (DCE, Customer Engagement and Experience), Belinda De Zwart (DCE, People and Culture) and Christina Yeates (Ara Executive Officer) via zoom.

Apologies Jane Cartwright [Director].

Quorum The Chairperson noted that a quorum of Directors was present at the meeting and declared the meeting open.

3 Conflicts of interest

a) No conflicts were declared in relation to the open agenda and no updates to the current register were advised.

4 Items not on the Agenda Nil.

5 Confirmation of Meeting Minutes

5.1 Minutes of Committee Meeting – 30 March 2021

It was **resolved** that the minutes of the ordinary meeting of the Ara Board held on 30 March 2021 (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.

M Geddes/M Taite-Pitama

Carried

5.2 Matters Arising Nil.

Public Meeting Minutes – Ara Institute of Canterbury Ltd: 30 March 2021

5.3 Action List

a) AP25 – Marae visit – it was agreed this will be held on 25 May, [the existing Board meeting date] at the refurbished Te Puna Wanaka and calendar appointments to be extended to a full day meeting in members' diaries.

Discussion on the re-awakening of the whare event held on Saturday 24 April in order to lift the tapu from being a build site and allow the return of staff and students to Te Mātauranga Māori, Te Puna Wānaka. The Board were advised this was a small inhouse re-opening and the Board and community will be invited to the larger event to be held during Matariki, the first week of July 2021.

- b) AP35 Health and Safety Board SafePlace induction ongoing and forms part of the Health and Safety report.
- c) AP50 Teaching/Pastoral Costs action completed revenue is included as part of the discussion in today's papers.
- d) AP51 to 54 Health and Safety items included in today's reports; noting no closeout's which required reporting for March.
- e) AP55 Graduation Speeches Completed.

6 Items for Discussion

6.1 Chief Executive (CE) Report

The report was taken as read. The CE provided the following update and received questions from the Board:

- a) EFTS tracking ahead of expectations and comparatively year to date. 17% ahead in overall domestic numbers.
- b) Scholarship criteria was discussed. As previously noted, the outcome of the last review (18 months ago) adjusted criteria and looked at equity and policy around free fees. Agreed to revisit and recirculate the prior review to the Board. [AP56 CE]
- c) TTAF the indication is that this continues to September 2022 but unknown thereafter.
- d) Leave liability the Board would like further visibility on the numbers of people carrying excessive annual leave and what the policy is in regard to banking leave. Discussion. The CE advised a report had been prepared for TKM and this could be circulated to the Board. [AP57 CE]
- e) Te Ōhaka the recent Showcase was very successful and reflects the positive traction of the embedding at Ara and developing industry connections. Discussion on access for South Canterbury learners to Te Ōhaka, including opportunities for colocation on campus in Timaru and ongoing work with the local business community.

6.2 Health and Safety

The report was taken as read.

a) Health and Safety feedback from the Board on walkabouts to date was generally positive in terms of engagement and awareness of colleagues reflecting the positive

health and safety culture of the organisation. However, the Board would like to revisit the focus of the walkabouts and the duration to ensure a critical lens and objective assessment on particular areas. [AP58 CE]

6.3 DCE Reports

The bi-monthly reports across key divisions were taken as read. Discussion as follows:

- a) **Customer Experience and Engagement (CEE):** the Board are interested in the pastoral care for the Learner, in particular the Māui te Tauira interface and the evaluations and assessment of the pilot programmes across the institution.
 - It was agreed that analysis of achievement and intention for Māui te Tauira would be included for the Agenda for the May Board meeting and Hemi Hoskins will be invited to join the meeting.
 [AP59 CE/Kaiārahi]
 - The Board are particularly interested in how the \$133k allocation connects back into the review and how the initiative is embedding across the organisation; how can Ara be reflective and self-critical to the next stage and identify what we could do differently. The CE advised that these queries and the outcomes are included in the performance dashboard report and that this initiative is already live across the organisation. [Instructions for accessing the dashboards were recirculated to Board members via email post-meeting].

6.4 Kaiārahi Report

The Board received apologies from the Kaiārahi that a written report had not been circulated. A verbal summary was provided at the meeting and discussion as follows:

- a) Developing and designing a procedure for employee recruitment, recognising limited capability at this moment in time. Considering positioning in terms of Te Pūkenga.
- b) Te Pae Tawhiti written feedback has been received from Te Pūkenga and next steps is to meet with DCE, Ana Morrison, the Ara Board Chair and Deputy Chair and Kaiārahi to focus on the actions moving forward.
- c) The Board reiterated their commitment to the Framework for Māori Achievement (FMA) as a top priority and require ongoing visibility to its' progress and the importance of receiving reports in a timely manner.
- d) It was agreed that how the FMA is woven and visible in the Ara Leaders induction is critical to the outcomes of the FMA; the DCE People and Culture advised that increasing capability is a top priority area and appropriate resourcing is being discussed for this.

6.5 Chair Report

The Chair provided a verbal update including comment on the success of Graduation and the Te Ōhaka showcase.

7 Information Items

7.1 Subcommittee Reports

a) There were no meetings held in April for the Ara Board Audit and Risk Committee and the Campus Redevelopment Committee.

7.2 Academic Committee

The report was taken as read and the CE responded to queries as follows:

- a) The CE confirmed he is Chair of the Committee and that this provides for an academic overview of the institute and feeds back directly into the Academic Board of Te Pūkenga – Poari Akoranga.
- b) Discussion on whether this report reflects the priorities of the Board and the drivers for the changes necessary on Ara's delivery across the intent of the Reforms. The Board were keen to ensure that the Academic Committee business reflects the context of the 'needs driven' agenda and that industry consultancy takes place.

7.3 Ara Board Work Programme

- a) The contents of the work programme were noted.
- 7.4 Media Report The report was taken as read.

8 General Business

Nil.

Closure

There being no further business the Chairperson declared the public meeting closed at 10.40am

Dated:

Signed as a correct record

Chairperson

[note: signed via electronic signature]

Ara Board Minutes - Action List as of 27 April 2021

| Number | Date When Action Arose | Agenda Item | Торіс | Action | Board Responsibility | Status | Due Meeting date |
|--------|---------------------------------|----------------|-----------------------------------|---|----------------------|-------------------------------------|------------------------|
| AP35 | 27 Oct updated 23/2/21 | 6.1p (v) | CE Report – Health and Safety | Induction to SafePlace and reporting to be added to the Ara Board work programme 23/2/21: in progress with HSWLG prior to Board induction. | CE/Board Secretary | In progress | June 2021 |
| AP56 | 27 April | 6.1(b) | CE Report – Scholarship Review | Previous Scholarship review to be circulated. | CE | Completed post meeting | 25 May 21 |
| AP57 | 27 April | 6.1(d) | CE Report – Leave Liability | The CE advised a report had been prepared for TKM and this could be circulated to the Board. | CE/DCE P&C | Completed – in PE meeting papers | 25 May 21 |
| AP58 | 27 April | 6.2 | Health and Safety | Board Walkabouts - revisit focus and duration. | CE/DCE P&C | In progress | June 21 |
| AP59 | 27 April | 6.3 | DCE Reports – CEE | Māui te Tauira – analysis of achievement and intention – Agenda item for May Board meeting (Hemi Hoskins to be invited). | CE/Kaiārahi | In progress | 25 May 21 |

Hon Chris Hipkins

MP for Remutaka Minister for COVID-19 Response Minister of Education Minister for the Public Service Leader of the House

0 4 MAY 2021

Thérèse Arseneau <u>Therese.Arseneau@ara.ac.nz</u>

Tēnā koe Thérèse

Thank you for your letter of 7 April 2021 about the resignation of Tony Gray, Chief Executive of Ara Institute of Canterbury Ltd (Ara).

Tony should feel justifiably proud of his significant, thirty seven year contribution to the tertiary education sector. In particular, serving eleven years as Chief Executive at Nelson Marlborough Institute of Technology, then joining Ara in 2017, reflects a substantial investment of skills and experience and a strong public service commitment to meeting learner, community and regional needs.

During his time in the sector I understand that Tony served as part of the NZQA Expert Advisory Group for Quality Assurance reforms for the tertiary sector; chaired the Tertiary Alliance New Zealand (TANZ) Board; and was a member of the NZQA Institutes of Technology and Polytechnics Advisory Group. I am also informed that Tony was a founding member responsible for helping rollout the Tribal New Zealand Benchmarking Tool (NZBT+). This tool provides tertiary education institutes with an independent measurement of financial and educational performance to support their strategic decision making and forward planning.

Thank you again for writing, and I wish Tony well for his new health sector role as Chief Executive at Nelson Tasman Hospice.

Nāku noa, nā

Chris Hipkins Minister of Education

Cc: Tony.Gray@ara.ac.nz



Ref: CH4184

| Ara Board | Agenda Ite | | 7.1 | | |
|-------------|------------------|--------------------|-----------|---------------------|--|
| 25 May 2021 | Decision Item | Discussion Item | | Information Item | |
| PUBLIC | Presented | by | Tony Grav | | |

| Å | ARA BOARD REPORT SUMMARY | | | | | |
|--------------------------------------|---|--|--|--|--|--|
| TITLE OF REPORT | Chief Executive's Report | | | | | |
| BACKGROUND AND PURPOSE | To provide the Board with key information and data that are important in Ara's development. | | | | | |
| RECOMMENDATION(S) | That the Chief Executive's Report be received. | | | | | |
| LINK TO ARA STRATEGY | | | | | | |
| KEY ISSUES IDENTIFIED | | | | | | |
| FINANCIAL IMPLICATIONS FOR ARA | - | | | | | |
| RISK IMPLICATIONS FOR ARA | - | | | | | |
| RATIONALE FOR EXCLUDING PUBLIC | NA | | | | | |

Chief Executive's Report

Public Meeting

1 Ara Performance – EFTS Overview as at 14 May 2021

PERFORMANCE SUMMARY – 14 May 2021

This update focusses on the below aspects from the <u>2021 Performance Dashboard</u>: Note overall EFTS and target now include TANZ eCampus - Ara Global. This represents the full source of funding position

| වර්ධ 2021 Targets | Summary | | 2020 20 | 21 APS HSI | CRE | EAS TRA | EDI ZTE | HPR Other | Array tournels |
|---|--------------------------------------|------------------------------------|-----------|---|--------------------|------------|--------------------------------------|--------------------------------------|---------------------------------------|
| ල Enrolm | ents (EFTS) Actual | Target | | Q | | Student | t Experience Actual | Tar | get |
| SAC Level 3+ | 5,188 | 5,846 | 1 | Student Satis | faction, all le | arners | n/a | 84. | 0% |
| SAC Level 1-2 ACE Trade Academy | 112 31 188 (568) | 127 86 places) 153 (57 | '0 places | ୍ଦ | | Student | Achievement Actual | Та | rget |
| Youth Guarantee ITO Other | 74 63 42 | 83 99 109 | | Successful Cou All learners at All learners at | levels 1-6 | on | 66.3% 71.9% | | 0% 0% |
| Total Domestic EFTS Total International EFTS | 5,698 285 | 6,502 509 | | Māori learners Pacific learners | at all levels | | 53.4% 67.2% | 82 | 0% 0% |
| Total EFTS (including eCampus) | 5,983 | 7,011 | | Overall all lea | rners at all le | evels | 66.9% | 88 | 0% |
| Levels 1-2 Levels 3-4 Levels 5-6 Level 7 Levels 8-9 | 358 2,042 1,081 2,430 73 | 491 2,521 979 2,938 81 | (| Contracting Revenue Other Revenue | e | | \$31.0m \$1.8m | Budget YTD \$28.3m \$2.1m | Budget FY \$106.1m \$6.8m |
| | icipation Actual | Target | | Total Revenue Other Costs Staffing Costs | - | | \$32.9m \$12.2m \$23.3m | \$30.4m \$13.3m \$24.0m | \$113.0m \$41.9m \$74.0m |
| Māori Student Participation Rate | 14.3% | 13.1% | | Total Expense | | | \$35.5m | \$37.3m | \$116.1m |
| Pacific Student Participation Rate | 4.9% | 4.8% | 1 | Surplus (exclue | ding abnormal iter | ns) | -\$2.6m | -\$6.8m | -\$3.1m |

Enrolments reflect the 2021 Ara Mix of Provision and Financial Budget. Participation targets are the EFTS-weighted proportion of domestic enrolments. Student satisfaction is measured as the proportion of respondents that Strongly Agree or Agree with four benchmarked questions. Successful Course Completion is the EFTS-weighted proportion of successful completion of all assessed courses, with the level breakdown based the level of the programme. Financial targets exclude abnormal items, and Other Costs includes Depreciation. Figure 1 Ara Performance dashboard

Key points include:

- 1.1 As at 14 May 2021, Ara Global has enrolled 5,990.5 EFTS against a target of 7,011 EFTS 85.4% of target enrolled
- 1.2 Including potential EFTS Ara Global has enrolled 6,670.1 EFTS
- 1.3 5.8% growth against same time last year
 - a SAC 3+ have enrolled 88.8% of target
 - b SAC 1-2 have enrolled 89.4% of target
 - c Trades Academy have enrolled 568 students, 99.5% of target places

- 1.4 Ara Domestic has enrolled 5,698.3 EFTS
 - a 87.7% of target enrolled
 - b 15.5% year to date growth compared to same time last year
- 1.5 Māori and Pacific Participation 2021 Based on current enrolments (excluding potential)
 - a Māori participation is at 14.3% against a target of 13.1%
 - b Pacific participation is at 4.9% against a target of 4.8%
- 1.6 Applications and Enrolment Summary 2021 International
 - a Ara International has enrolled 284.8 EFTS against a target of 509.2 EFTS. This is 55.9% of overall target
 - b Including potential, total at 322.0 enrolled EFTS, which is 63.2% of target

A reminder for Board members that the Ara Board reports can be accessed through <u>this link</u> or by cutting and pasting the below address into an internet browser. You will need to sign into your Ara email account to access. Google Chrome is the recommended browser to use.

https://app.powerbi.com/groups/07534f8e-c297-4ef4-a08ba97ef9c79bc6/dashboards/d39a150d-4584-41e3-911e-84f57675a788

2 Financial Performance Report

2.1 Financial Performance

- a As of 30 April 2021, the year-to-date reported deficit before Abnormal Items is \$2.6m, compared to an expected deficit of \$6.9m. The deficit after the Transformation Programme (Abnormal Items) is \$3.0m compared to an expected deficit of \$8.0m.
- b Overall Government Funding year-to-date is \$0.8m greater than the \$18.9m yearto-date budget due to increased domestic demand predominantly in the SAC Funding Level 3+ category. Discussions are underway with Te Pūkenga and TEC to confirm that the increase in domestic delivery will be fully funded as it is expected to exceed the automatically funded tolerance level.
- c Domestic Fee Income is currently \$45k greater than budget year-to-date. Usage of related Scholarships and Discounts is under budget by \$1m year-to-date. The demand for Scholarships and Discounts has reduced due to the Targeted Training and Apprenticeship Fund (TTAF) and Fees-Free initiatives. A further review into alternative approaches to Scholarships and Discounts is underway to ensure that the budget is not underutilised.
- d Overall EFTS delivered to end of April are ahead of budget (actual 2,066 EFTS versus budget 1,989 EFTS); however, the position varies by department level and funding type. Further detail is provided in the tables below:

| Department 🗐 | Actual EFT | Budget EFT | EFTS Var |
|---|------------|------------|----------|
| CAPL Dept | 0.58 | | 0.58 |
| Dept of Applied Sciences and Social Practice, Te Ho | 221.79 | 233.55 | (11.77) |
| Dept of Business and Digital Technologies | 238.16 | 248.67 | (10.51) |
| Dept of Creative Industries | 202.86 | 222.12 | (19.26) |
| Dept of Engineering & Architectural Studies | 161.17 | 125.75 | 35.42 |
| Dept of Health Practice | 336.15 | 331.12 | 5.03 |
| Dept of Hospitality & Service Industries | 195.94 | 157.45 | 38.49 |
| Dept of Humanities | 273.52 | 320.90 | (47.38) |
| Dept of Trades | 367.68 | 299.82 | 67.86 |
| TANZ eCampus | 68.60 | 50.00 | 18.60 |
| Net Surplus / (Deficit) | 2,066.45 | 1,989.39 | 77.06 |
| | | | |
| Department 👻 | Actual EFT | Budget EFT | EFTS Var |
| 1010-SAC Funding 3+ | 1,776.08 | 1,712.05 | 64.03 |
| 1020-SAC Funding Level 1-2 | 40.36 | 49.81 | (9.45) |
| 1029-ACE Funding | 18.10 | 26.02 | (7.92) |
| 1040-Youth Guarantee Delivery Funding | 19.11 | 19.79 | (0.68) |
| 1050-Trades Academy Delivery Funding | 56.89 | 46.98 | 9.91 |
| 1093-On Plan TEC Funding | 9.75 | | 9.75 |
| 1160-International Student Fees | 108.99 | 77.20 | 31.79 |
| 1180-ITO Funding Income | 25.97 | 35.78 | (9.81) |
| 1190-Teaching Delivery to External Parties | 11.20 | 21.76 | (10.57) |
| Net Surplus / (Deficit) | 2,066.45 | 1,989.39 | 77.06 |

- e International Fee Income, less related Commissions and Discounts, exceed budget by \$973k (33 EFTS). The Te Pūkenga budgeting assumption was for international borders to open at the end of Quarter 1 2021. Accordingly, Ara budgeted an increase in international EFTS in Semester 2 with the full-year budget being 509 EFTS. It is expected that Semester 1 performance will not be sufficient to offset the impacts of the continued border closure by year-end.
- f Overall, Student Tuition Fees Income less related Scholarships/Commissions and Discounts exceed budget year-to-date by \$2m.
- g Other Teaching Income is \$73k below budget year-to-date; however, revenue in this category is dependent upon invoicing which often occurs at the end of the relevant courses.
- h Interest Income is below budget by \$145k. As with prior months this is due to a higher interest rate assumption at budget setting than has eventuated. Additionally, in response to Te Pūkenga's Treasury Policy, Ara has held larger balances in the operational accounts to ensure that the correct balance of ring-fenced funds is maintained at all times.
- i Other Revenue is less than budget year-to-date by \$143k. Activity in this category has not fully recovered to pre-Covid levels. Revenue shortfalls have occurred in several departments, the most notable variance being in Facilities Management. Facilities Management have experienced a decrease in demand for room hire revenue which is not expected to fully recover due to increased usage of Zoom and other online meeting facilities.
- j Teaching Costs excluding Annual Leave are currently below budget by \$156k; the underspend in the fixed-term category.
- k Non-Teaching Costs are marginally above budget which is largely in fixed-term cost.
- 1 Net Annual Leave expenses began the year substantially in credit due to the high amount of annual leave taken in January by teaching staff prior to the semester start. At present the level of annual leave taken in the early part of the year is higher than anticipated. The expectation is that across the full year net annual leave will be approximately zero. It is encouraging to see the focus on leave management showing up results in the financials.
- m Occupancy Costs are \$12k under budget year-to-date.
- n The Finance Lease Charge is in line with budget.

- o General Operating Expenditure is \$926k below budget year-to-date. The most significant savings are in media resources (\$85k), printing (\$110k), consultants' fees (\$120k) and other services (\$351k). The most significant variance in other services is in the Customer Experience and Engagement Division, with \$54k in International Services and \$100k in Marketing. Some costs have been delayed; however, some savings are anticipated.
- p Depreciation is \$143k under budget year-to-date due to change in depreciation rates required by Te Pūkenga which took effect after the budget was set.

2.2 Financial Performance of Larger Divisions

- a The Academic, Research and Innovation Division are \$2.3m favourable to the division's budgeted contribution. Actual contribution being \$13.1m compared with the budgeted expectation of \$10.8m. Total Revenue is \$1.7m higher than the budgeted amount of \$28.7m. Personnel costs are \$705k favourable to budget all of which is attributable to Annual Leave. Other Expenses are \$162k unfavourable to budget.
- b The Corporate Services Division is \$324k favourable to the budgeted expectations; it had been budgeted to be a net cost to Ara of \$10.2m. Revenue is \$222k less than the \$679k budget largely due to the variance in interest income noted above. Personnel costs are \$108k less than the \$2.8m budget. Other Expenses are \$438k less than the \$8m budget, most significant savings are in printing (\$97k), consultants' fees (\$69k) and staff related compliance and accreditation (\$79k).
- c The Customer Experience and Engagement Division is \$763k favourable to the budgeted expectations; it had been budgeted to be a net cost to Ara of \$5m. Revenue is \$166k greater than the \$1.9m budget. Personnel costs are \$41k less than the \$4.7m budget and Other Expenses are \$557k less than the \$2.2m budget; the most significant underspends being in other services expenditure (\$168k), marketing costs (\$94k) and media resources (\$82k).
- d The People and Culture Division is \$1.1k favourable to the budgeted expectations; it had been budgeted to be a net cost to Ara of \$795k. Revenue is \$45k arising from the recharge to Te Pūkenga for seconded Ara employees. Personnel costs are \$85k greater than the \$674k budget and Other Expenses are \$40k less than the \$121k budget.

| Summary _T | Actual \$ | Budget \$ | Var \$ | Var% |
|-----------------------------------|-------------|-------------|-----------|------|
| AIR | | | | |
| Revenue | 30,446,202 | 28,702,349 | 1,743,853 | 6% |
| Personnel Expenses - Teaching | -11,237,799 | -11,753,859 | 516,060 | -4% |
| Personnel Expenses - Non-Teaching | -3,465,855 | -3,654,374 | 188,518 | -5% |
| Other Expenses | -2,657,006 | -2,495,220 | -161,786 | 6% |
| AIR Total | 13,085,543 | 10,798,897 | 2,286,645 | 21% |
| CEE | | | | |
| Revenue | 2,039,506 | 1,873,675 | 165,831 | 9% |
| Personnel Expenses - Teaching | 113 | | 113 | |
| Personnel Expenses - Non-Teaching | -4,670,975 | -4,711,341 | 40,366 | -1% |
| Other Expenses | -1,635,805 | -2,192,504 | 556,699 | -25% |
| CEE Total | -4,267,160 | -5,030,170 | 763,009 | -15% |
| | | | | |
| Revenue | 457,231 | 679,182 | -221,951 | -33% |
| Personnel Expenses - Teaching | 0 | | 0 | |
| Personnel Expenses - Non-Teaching | -2,703,822 | -2,811,723 | 107,902 | -4% |
| Other Expenses | -7,597,226 | -8,034,791 | 437,565 | -5% |
| COR Total | -9,843,817 | -10,167,332 | 323,516 | -3% |
| ∃ P&C | | | | |
| Revenue | 45,325 | | 45,325 | |
| Personnel Expenses - Teaching | -12,125 | | -12,125 | |
| Personnel Expenses - Non-Teaching | -746,578 | -673,951 | -72,627 | 11% |
| Other Expenses | -80,682 | -121,167 | 40,485 | -33% |
| P&C Total | -794,060 | -795,118 | 1,057 | 0% |
| | | | | |
| Net Surplus / (Deficit) | -1,819,495 | -5,193,723 | 3,374,228 | -65% |

2.3 Balance Sheet

- a Revenue Received in Advance is currently high at \$24m. This is typical for this time of year as fees have been invoiced and the revenue is allocated to the associated delivery periods. Other than in July, the main second semester enrolment period, this figure will progressively decline each month as income is recognised.
- b The overall Cash and Investments position is strong at \$84m as a high proportion of fees income is received early in the year. As with Revenue Received in Advance, outside of main enrolment periods this will typically decline each month.
- c There are no other items of note in the Financial Position or Cash Flows for April.

2.4 Reforecast

a The ITP sector has benefited from an unanticipated increase in demand during 2021. Providers are furnishing Te Pūkenga with data to enable them to assess the overall national learner recruitment position.

- Ara's current full-year expectation is that EFTS will out-perform budget by up to 15%. As previously noted, this level of delivery far exceeds that automatically funded by the TEC. As a result, there is significant concern as to whether the full delivery will be funded. To date no advice has been received from either Te Pūkenga or TEC in relation to this.
- c Until funding guidance is provided the year-end revenue position and in turn the overall financial position remains uncertain.
- d Management is confident that costs are tracking well and are being effectively managed. Ara is responding to increased demand prudently and is cognisant of funding uncertainty.

Statement of Financial Performance for the year to 30 April 2021

| | Year to Date | | | Full | Year |
|--|-----------------------------|------------------------------|---------|-----------------------------|------------------------------|
| | Actual | Budget | % var | 2021 Budget | 2020 Actual |
| Government Funding | | | | | |
| SAC Funding Level 3+ | 17,319,475 | 16,311,470 | 6.2% | 56,682,478 | 53,645,330 |
| SAC Funding Level 1-2 | 372,795 | 443,530 | -15.9% | 1,144,295 | 1,839,428 |
| ACE Funding | 83,198 | 119,614 | -30.4% | 393,055 | 578,954 |
| Youth Guarantee Funding | 225,680 | 249,664 | -9.6% | 1,060,780 | 3,018,869 |
| CTC funding | 847,278 | 824,853 | 2.7% | 2,625,324 | 2,305,665 |
| Other Non-EFTS grants | 889,047 | 990,648 | -10.3% | 2,971,944 | 3,064,783 |
| Total | 19,737,473 | 18,939,779 | 4.2% | 64,877,876 | 64,453,029 |
| Student Tuition Fees | | | | | |
| Domestic Fee Income | 9,594,762 | 9,550,173 | 0.5% | 32,869,962 | 32,354,452 |
| less Scholarships/Discounts | (629,975) | (1,632,248) | -61.4% | (1,990,950) | (1,643,780) |
| International Fee Income | 2,072,607 | 1,319,843 | 57.0% | 9,091,956 | 15,401,956 |
| less Commissions/Discounts | (104,735) | (324,763) | -67.8% | (1,055,196) | (1,404,957) |
| Total | 10,932,659 | 8,913,005 | 22.7% | 38,915,772 | 44,707,671 |
| Other Teaching Income | 370,387 | 443,298 | -16.4% | 2,341,608 | 2,054,908 |
| Other Income | | | | | |
| Interest | 174,118 | 319,647 | -45.5% | 915,335 | 1,489,124 |
| Other Revenue | 1,652,450 | 1,795,153 | -7.9% | 5,914,491 | 4,400,883 |
| Total | 1,826,568 | 2,114,800 | -13.6% | 6,829,826 | 5,890,007 |
| Total Revenue | 32,867,087 | 30,410,883 | 8.1% | 112,965,082 | 117,105,614 |
| Personnel Costs | | | | | |
| Teaching | 11,832,943 | 11,988,457 | -1.3% | 36,565,697 | 36,369,282 |
| Net Annual Leave - Teaching | (576,500) | (245,259) | 135.1% | | 216,611 |
| Non-Teaching | 12,387,445 | 12,270,410 | 1.0% | 37,480,506 | 36,252,092 |
| Net Annual Leave - Non-Teaching | (344,145) | (24,760) | 1289.9% | | 124,615 |
| Total as % of Revenue | 23,299,744 70.9% | 23,988,848 78.9% | -2.9% | 74,046,203 65.5% | 72,962,599 62.3% |
| Other Costs (except Depreciation) | | | | | |
| Occupancy/Property costs | 3,004,424 | 3,016,751 | -0.4% | 10,054,815 | 9,515,524 |
| Finance Lease Charge | 459,672 | 459,672 | 0.0% | 1,373,256 | 1,389,636 |
| General Operating Expenditure | 5,058,333 | 5,984,539 | -15.5% | 19,293,187 | 17,211,391 |
| Total other costs | 8,522,428 | 9,460,961 | -9.9% | 30,721,258 | 28,116,551 |
| Depreciation | | | | | |
| All Depreciation | 3,694,208 | 3,836,995 | -3.7% | 11,346,495 | 12,472,593 |
| Total Expenses | 35,516,379 | 37,286,804 | -4.7% | 116,113,956 | 113,551,743 |
| Surplus/(Deficit) excl Abnormal as % of Revenue | (2,649,292) -8.1% | (6,875,921) -22.6% | -61.5% | (3,148,874) -2.8% | 3,553,871 3.0% |
| Abnormal Items Transformation Costs Demolition Costs | (317,807) | (1,098,381) | -71.1% | (3,300,000) | (1,743,725) (1,086,026) |
| Share of Associate Surplus/(Deficit) Total Abnormal Items | (317,807) | (1,098,381) | -71.1% | (3,300,000) | <u>18,065</u> (2,811,687) |
| Total Surplus/(Deficit) as % of Revenue | (2,967,100) -9.0% | (7,974,302) -26.2% | -62.8% | (6,448,874) -5.7% | 742,184 0.6% |

| | Actual 30-Apr-21 | Budget 31-Dec-21 | Actual 31-Dec-20 |
|----------------------------------|---------------------|---------------------|---------------------|
| | \$000 | \$000 | \$000 |
| ASSETS | | | <i></i> |
| Current Assets | | | |
| Cash and Cash Equivalents | 8,581 | 2,140 | 7,635 |
| Loans and Receivables | 1,675 | 2,000 | 1,676 |
| Inventories | 867 | 1,027 | 702 |
| Prepayments | 2,253 | 2,291 | 2,329 |
| Short Term Investments | 46,819 | 34,095 | 33,919 |
| Residual Insurance Proceeds | 28,281 | 22,905 | 28,281 |
| Total Current Assets | 88,476 | 64,458 | 74,542 |
| | | | |
| Non-Current Assets | | | |
| Property Plant and Equipment | 305,647 | 310,385 | 306,948 |
| Intangible Assets | 1,014 | 1,506 | 1,193 |
| Investment in Associate | 1,169 | 1,151 | 1,169 |
| Total Non-Current Assets | 307,830 | 313,043 | 309,310 |
| TOTAL ASSETS | 396,306 | 377,501 | 383,852 |
| LIABILITIES | | | |
| Current Liabilities | | | |
| Trade and other payables | 5,304 | 5,000 | 5,736 |
| Finance leases | 698 | 1,233 | 683 |
| Employee Benefit Liabilities | 4,588 | 3,157 | 3,615 |
| Revenue Received in Advance | 23,874 | 11,800 | 8,895 |
| | | | |
| Total Current Liabilities | 34,463 | 21,190 | 18,928 |
| Non-Current Liabilities | | | |
| Finance leases | 24,773 | 25,092 | 24,886 |
| Employee Benefit Liabilities | 228 | 238 | 21,000 |
| | | | |
| Total Non-Current Liabilities | 25,000 | 25,330 | 25,114 |
| TOTAL LIABILITIES | 59,464 | 46,520 | 44,043 |
| NET ASSETS | 336,842 | 330,981 | 339,809 |
| FOUTV | | | |
| EQUITY Retained Earnings | 233,475 | 227,199 | 236,442 |
| Asset Revaluation Reserve | 103,367 | 103,782 | 103,367 |
| הספר הבי מועמנוטוו הפפרו יפ | 103,307 | 103,702 | 103,307 |
| TOTAL EQUITY | 336,842 | 330,981 | 339,809 |

Statement of Financial Position as at 30 April 2021

Statement of Cash Flows for the year to 30 April 2021

| | Year to Apr 2021 \$000 | 2021 Budget \$000 | 2020 Final \$000 |
|--|------------------------------|-------------------------|------------------------|
| Cash Flows from Operating Activities | <u>.</u> | | |
| Cash was Provided from: | | | |
| Government Grants | 17,190 | 64,878 | 62,882 |
| Student Tuition Fees | 27,515 | 38,916 | 36,028 |
| Other Teaching Revenue | 370 | 2,342 | 2,055 |
| Other Revenue | 2,490 | 5,890 | 6,048 |
| Interest | 271 | 915 | 1,701 |
| Total | 47,836 | 112,941 | 108,714 |
| Cash was Applied to: | | | |
| Employees and Suppliers | 30,909 | 102,698 | 99,772 |
| Net Cash Effect of Abnormal Items | 318 | 3,300 | 2,830 |
| Total | 31,227 | 105,998 | 102,602 |
| Net Cash Flows from Operating Activities | 16,609 | 6,943 | 6,112 |
| Cash Flows from Investing Activities | | | |
| Cash was Provided from: | | | |
| Sale of Fixed Assets | 10 | 26 | 57 |
| Total | 10 | 26 | 57 |
| Cash was Applied to: | | | |
| Purchase of Other Financial Assets | | | |
| Purchase of Fixed Assets | 670 | 5,114 | 2,992 |
| Campus Capital Plan Spending | 1,328 | 5,547 | 4,158 |
| Total | 1,998 | 10,661 | 7,150 |
| Net Cash Flows from Investing Activities | (1,988) | (10,635) | (7,093) |
| Cash Flows from Financing Activities | | | |
| Cash was Provided from: | | | |
| Equity | | | - 25 |
| Total | - | - | - 25 |
| Cash was Applied to: Finance Lease Payments | 776 | 2,399 | 2,296 |
| Total | 776 | 2,399 | 2,296 |
| Net Cash Flows from Financing Activities | (776) | (2,399) | (2,321) |
| Total Net Cash Flows | 13,846 | (6,091) | (3,302) |
| Opening Cash, Bank & Short Term Investments | 69,835 | 65,231 | 73,138 |
| Closing Cash, Bank & Short Term Investments | 83,681 | 59,140 | 69,835 |

Ara Committee 25 May 2021

Information Item

PUBLIC

Presented by

T Gray

| ARA COUNCIL REPORT SUMMARY | | | | |
|-----------------------------------|---|--|--|--|
| TITLE OF REPORT | Academic Board | | | |
| BACKGROUND AND PURPOSE | A summary report to the Ara Board from Academic Quality of: | | | |
| | • The Ara Academic Committee meeting was held on the 15 April 2021. | | | |
| | The Academic Board role is to: | | | |
| RECOMMENDATION(S) | Advise the Ara Board, and recommend where appropriate, on the academic strategic direction and practices of the institution. Develop, monitor, review and maintain policies on academic matters including research conducted by staff. Consider proposals for new programmes. Approve programmes. Manage sub-committees as required, including: Defining delegations, roles, Terms of Reference (ToR) and membership. Receiving and acting on reports. Reviewing performance and effectiveness. Consider and report on any other academic matters which are referred to it by the Ara Board or CE, or which the Board believes are of significant importance. | | | |
| | 1. That the Academic Board report be received. | | | |
| LINK TO ARA STRATEGY | High Performing Organisation. | | | |
| KEY ISSUES IDENTIFIED | Nil. | | | |
| FINANCIAL IMPLICATIONS FOR | Nil. | | | |
| ARA | | | | |
| RISK IMPLICATIONS FOR ARA | Nil. | | | |
| RATIONALE FOR EXCLUDING PUBLIC | N/A | | | |

1 **Academic Policy**

The following policy change was presented and approved.

APP517 Academic Appeals Committee Membership and Terms of Reference:

a statement has been added to sections 4a and 5a to advise of external opportunities should an appeal be turned down internally.

2 **Programme Extensions**

Requests for Extension to Programme Review/Re-approval dates were received and approved for a number of degree related qualifications. The majority of these requests relate to the flow on effect from the Te Pukenga Transition to Unifying programmes project.

3 **External Degree Monitoring**

Degree Monitoring reports were received for the following programmes:

- **Bachelor of Construction**
- Bachelor of Engineering Technology •
- Bachelor of Media Imaging
- **Bachelor of Midwifery**
- **Bachelor of Nursing**
- **Bachelor of Social Work**
- Master/Post Graduate Sustainable Practice suite
- Post Graduate Certificate in Supervision

These reports had positive feedback with recommendations linked to improved outcomes for learners. The Committee asked the Bachelor of Nursing to provide further detail in their action plan and for it to be presented at the next meeting.

Research and Knowledge Transfer Sub-Committee 4

The report was tabled. It was noted that many of the issues relating to Research that were highlighted in the degree monitor reports are being dealt with as part of the Eureka Challenge that is underway. A presentation on this will be provided at the next meeting.

| Ara Board | Agenda Item | 8.3 |
|-------------|--------------|---------------------|
| 25 May 2021 | | Information Item |
| PUBLIC | Presented by | T Gray |

| ARA COUNCIL REPORT SUMMARY | | | |
|--------------------------------------|---|--|--|
| TITLE OF REPORT | Affixing of the Common Seal (28 October 2020 to 25 May 2021) | | |
| BACKGROUND AND PURPOSE | • Public record of the quarterly report provided to the Ara Board recording the number and type of document to which the common seal has been added. This includes the list of degree and diploma documents signed and sealed by the Ara Board Chair and Chief Executive and awarded for the 2021 Autumn Graduation and includes the number of early qualifications awarded (if any) outside of the graduation. | | |
| RECOMMENDATION(S) | That the Ara Board receive and note the contents of the report provided. | | |
| LINK TO ARA STRATEGY | N/A | | |
| KEY ISSUES IDENTIFIED | N/A | | |
| FINANCIAL IMPLICATIONS FOR ARA | N/A | | |
| RISK IMPLICATIONS FOR ARA | N/A | | |

Common Seal

The Ara policy on affixing the common seal calls for a quarterly report to the Ara Board recording the number and type of document to which the common seal has been added.

This report covers the period from 28 October 2020 to 25 May 2021 and includes the list of the degree and diploma documents signed and sealed by the Ara Board Chair and Chief Executive for the Autumn 2021 Graduation Ceremonies in Christchurch and Timaru.

Graduation documents carrying the Ara Institute of Canterbury Ltd Common Seal issued for Graduation 26 March 2021 (Christchurch).

| Qualification Title | Quantity Awarded |
|--|------------------|
| Bachelor of Applied Management | 48 |
| Bachelor of Applied Science | 23 |
| Bachelor of Architectural Studies | 39 |
| Bachelor of Broadcasting Communications | 66 |
| Bachelor of Construction | 14 |
| Bachelor of Design | 90 |
| Bachelor of Engineering Technology | 32 |
| Bachelor of Information and Communication Technologies | 41 |
| Bachelor of International Tourism and Hospitality Management | 7 |
| Bachelor of Language (Japanese) | 2 |
| Bachelor of Medical Imaging | 37 |
| Bachelor of Midwifery | 20 |
| Bachelor of Musculoskeletal Health | 8 |
| Bachelor of Music Arts | 27 |
| Bachelor of Nursing | 160 |
| Bachelor of Performing Arts | 32 |
| Bachelor of Social Work | 17 |
| Bachelor of Sustainability and Outdoor Education | 32 |
| Diploma in Beauty Therapies and Epilation | 1 |
| Diploma in Broadcasting Communications | 10 |
| Diploma in Business | 3 |
| Diploma in Computer Networking | 1 |
| Diploma in Environmental and Outdoor Leadership | 1 |
| Diploma in Human Resource Management | 2 |
| Diploma in Japanese | 2 |
| Diploma in Marketing | 1 |
| Graduate Diploma in Accounting | 3 |
| Graduate Diploma in Applied Management | 45 |
| Graduate Diploma in Business Information Systems | 5 |
| Graduate Diploma in Computer Aided Design | 26 |
| Graduate Diploma in Construction Management | 34 |
| Graduate Diploma in Event Management | 1 |
| Graduate Diploma in Hospitality Management | 12 |

| Graduate Diploma in Human Resource Management | 3 |
|---|------|
| Graduate Diploma in Information and Communication Technologies | 43 |
| Graduate Diploma in Laboratory Technology | 27 |
| Graduate Diploma in Marketing and Sales | 6 |
| Graduate Diploma in Nursing | 9 |
| Graduate Diploma in Operations and Production Management | 21 |
| Graduate Diploma in Project Management | 40 |
| Graduate Diploma in Quantity Surveying | 20 |
| Graduate Diploma in Supply Chain Logistics | 39 |
| Graduate Diploma in Sustainability and Outdoor Education | 3 |
| Graduate Diploma of Information Design | 1 |
| Master of Health Practice | 1 |
| Master of Nursing | 1 |
| New Zealand Diploma in Applied Science | 6 |
| New Zealand Diploma in Architectural Technology | 19 |
| New Zealand Diploma in Beauty Therapy | 19 |
| New Zealand Diploma in Business | 52 |
| New Zealand Diploma in Construction | 50 |
| New Zealand Diploma in Cookery (Advanced) | 38 |
| New Zealand Diploma in Engineering | 21 |
| New Zealand Diploma in Enrolled Nursing | 3 |
| New Zealand Diploma in Hospitality Management | 17 |
| New Zealand Diploma in Information Technology Technical Support | 15 |
| New Zealand Diploma in Interior Design (Residential) | 26 |
| New Zealand Diploma in Systems Administration | 3 |
| New Zealand Diploma in Veterinary Nursing | 22 |
| New Zealand Diploma in Web Development and Design | 5 |
| Postgraduate Diploma in Creative Practice | 3 |
| Postgraduate Diploma in Health Practice | 15 |
| Postgraduate Diploma in Health Science | 3 |
| Postgraduate Diploma in Sustainable Practice | 1 |
| TOTAL | 1374 |

Graduation documents carrying the Ara Institute of Canterbury Ltd Common Seal issued for Graduation 27 April 2021 (Timaru).

| Qualification Title | Quantity Awarded |
|---|------------------|
| Bachelor of Applied Management | 4 |
| Bachelor of Nursing | 15 |
| Master of Health Practice | 1 |
| New Zealand Diploma in Agribusiness Management | 6 |
| New Zealand Diploma in Arts and Design | 4 |
| New Zealand Diploma in Business | 11 |
| New Zealand Diploma in Digital Media and Design | 2 |
| New Zealand Diploma in Information Technology Technical Support | 1 |
| New Zealand Diploma in Outdoor and Adventure Education | 8 |
| TOTAL | 52 |

As per Ara policy, the Ara Board should also note that the Ara Chief Executive approved 9 early qualifications conferred outside of the normal Graduation Ceremony.

Tony Gray Chief Executive

Ara Institute of Canterbury Ltd Board of Directors 2021 Work Programme

| Month | | Topics | Notified Non-availability |
|-----------|----|---|------------------------------|
| January | 26 | Board Meeting – Strategy Planning Session (Christchurch) | |
| February | 17 | Audit and Risk Committee | |
| | 18 | Graduation (Timaru – Parade 12 noon, Ceremony 2 pm) [Note: Cancelled due to COVID-19] | |
| | 23 | Board Meeting (Christchurch) | M Geddes 23/2 |
| March | 4 | Campus Redevelopment Committee | |
| | 8 | Audit and Risk Committee | |
| | 22 | Audit and Risk Committee | |
| | 26 | Autumn Graduation (Christchurch) (10am & 2pm) | |
| | 30 | Board Meeting • Annual Report | A Leslie 30/3 |
| April | 27 | Board Meeting (Note: Anzac Day 26 April) Timaru Stakeholder Engagement Function | |
| May | 3 | Remuneration Committee | |
| | 25 | Board Meeting (Christchurch) Report on Affixing of Common Seal | |
| June | 2 | Campus Redevelopment Committee | |
| | 9 | Audit and Risk Committee | |
| | 29 | Board Meeting (Christchurch) Ōtautahi House Board Visit SafePlace Induction | |
| July | | Remuneration Committee | |
| | 27 | Board Meeting (Christchurch)Fee Setting | - |
| August | 31 | Board Meeting (Woolston) Pacific Strategy Report | |
| September | 1 | Campus Redevelopment Committee | |
| | 6 | Audit and Risk Committee | |
| | 17 | Spring Graduation Ceremony (10am and 2pm) | |
| | 28 | Board Meeting (Christchurch) [Note: 27 Sept S Canterbury Anniversary Day] | |
| | | • 2022 Budget | |

as at 25 May 2021

| October | 26 | Board Meeting (Christchurch) note: 25 October Labour Day Report on Affixing of Common Seal 2022 Budget Sign Off | |
|----------|----|---|--|
| | | Remuneration Committee | |
| | | Academic Committee | |
| November | 1 | Audit and Risk Committee | |
| | 30 | Board Meeting (Christchurch) Annual Report 2021 – content/format | |
| December | 15 | Board Meeting (Christchurch) (if required) | |

Ara Board meeting timings

9.00am – 9.30 am Board only time 9.30 am – 1.30 pm Board meeting

Ara Board and Committee meeting venues

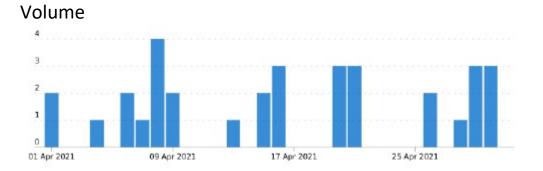
Christchurch – Room G202, Boardroom, Te Kei, Christchurch City Campus Timaru – Room TA210, Boardroom, Timaru Campus

Waitangi Day – Observed Mon 8th February Otago Anniversary – Mon 22nd March (Oamaru campus closed) Good Friday – Fri 2nd April Easter Monday – Mon 5th April Easter Tuesday – Tues 6th April ANZAC Day observance – Observed Mon 26th April Queen's Birthday – Mon 7th June South Canterbury Anniversary Day (Timaru campus closed) – Mon 27th September Labour Day – Mon 25th October Canterbury Anniversary/Show Day (Christchurch campuses closed) – Fri 12th November

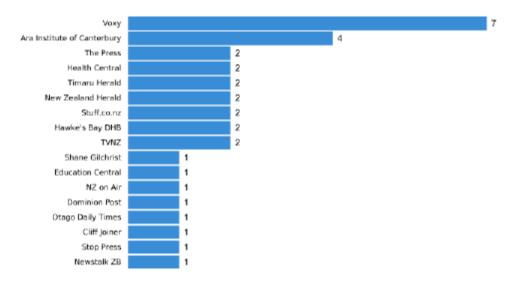


MONTHLY MEDIA REPORT APRIL 2021

1. EXTERNAL CONTENT:



Sources



Content Types



Online: 23 Digest: 1



Te Ohaka at Ara Presents Showcase of Start-ups

From Voxy

Published 14:58 30/04/2021

<u>A feel-good Ara Timaru graduation celebrates students, staff - and staff</u> <u>as students</u>

From Ara Institute of Canterbury

Published 14:18 30/04/2021

Te Ohaka at Ara Presents Showcase of Start-ups

From Ara Institute of Canterbury

Published 14:11 30/04/2021

Access Radio hits 40 - and launches a book

From Voxy, NZOA

Published 21:08 29/04/2021

Meet our Maori Midwifery new graduate - HBDHB

| From | Hawke's Bay | DHB, Voxy, | Hawkes' | Bay D⊦ | ΙB |
|------|-------------|------------|---------|--------|----|
| | | | | | |

Published 16:21 29/04/2021

First Timaru Ara nurses graduate and all find work

| From | Timaru Herald |
|-----------|------------------|
| Published | 12:27 28/04/2021 |

Rise of the tradies: Record numbers sign up as apprentices

FromNewstalk ZB, New Zealand HeraldPublished09:31 26/04/2021

Concern South Canterbury may miss out with abolition of DHBs

| From | Stuff.co.nz |
|-----------|------------------|
| Published | 16:54 21/04/2021 |

Tourism but not as we know it: Ara makes a sustainable commitment

From Education Central, Health Central, Voxy

 Published
 10:31 21/04/2021

On the air, but at the grassroots: Access radio turns 40 in Aotearoa

From Dominion Post

Published 05:03 20/04/2021

Half of NZ's 16 polytech CEOs have guit as mega-merger 'takes its toll'

From The Press

 Published
 12:13 16/04/2021

1 News 6pm - Item 3

 From
 TVNZ

 Published
 19:27 15/04/2021

Concerns over revelation student nurses being used in Christchurch MIQ facilities

From TVNZ

Published 18:18 15/04/2021

Maori students succeeding at higher levels

 From
 Stuff.co.nz

 Published
 05:25 13/04/2021

Medical microbiologist Ben Harris speaks in Timaru

From Timaru Herald

Published 13:58 09/04/2021

Ara to farewell chief executive

FromHealth CentralPublished09:03 09/04/2021

Ara Institute of Canterbury boss resigns

FromOtago Daily TimesPublished13:12 08/04/2021

Ara boss Tony Gray steps down to join Nelson Tasman Hospice

 From
 The Press

 Published
 13:10 08/04/2021

Ara Becomes official partner of the Orion Energy Accelerator

Programme

From Voxy

Published 10:53 08/04/2021

NZME's radio interns launch audio network

FromStop Press, Voxy, NZME, New Zealand HeraldPublished12:15 07/04/2021

Otago Polytechnic welcomes Govt support for Maori and Pasifika midwifery students

From Voxy

Published 11:23 01/04/2021

2. INTERNAL CONTENT:

Te Ohaka at Ara Presents Showcase of Start-ups

From Ara News

Published 30/04/2021

<u>A Feel-Good Ara Timaru Graduation Celebrates Students, Staff - and</u> <u>Staff As Students</u>

From Ara News

Published 29/04/2021

Ara Now Home To Onsite Nutrition Clinic For Ara Staff, Students And Community

From Ara News

Published 22/04/2021

Student Council Leader Chooses Post-Graduate Study at Ara

From Ara News

Published 20/04/2021

Tourism But Not As We Know It: Ara Makes A Sustainable Commitment

From Ara News

Published 16/04/2021

Ara Hospitality Services Students Start Study with The Prime Minister's Vocational Excellence Award

From Ara News

Published 09/04/2021

Ara Becomes Official Partner Of The Orion Energy Accelerator Programme

From Ara News

Published 08/04/2021

Ara graduate named the Chief Technology Officer of agritech startup YieldTec

From Ara News

Published 06/04/2021

Successful end to study - Ara Graduation 2021

From Ara News

Published 01/10/2020