

Western Springs College Ngā Puna O Waiōrea Board Meeting Minutes

7 November 2022 in Ken Havill Centre for Learning and online via Google Meet.

CONFIRMATION OF MINUTES FROM THIS MEETING

Passed by consensus

Date: 5 December 2022 (at 9:23pm)

Time	Item
6:13pm	Karakia timatanga - Nikau Balme
6:14pm	<p>Present: Louise Gardiner (Board Chair) Ivan Davis (Principal) Emma Mapihi Campbell (NPoW kaiako/kaimahi tautoko-selected Member) Jackie Floyd (WSC parent-elected member) Radha Patel (WSC Student-Elected Member) Sarah Tizard (WSC parent-elected member) Asha Vaidya (Board Secretary) Sailesh Vaidya (WSCW Business Manager) Julie Debreceeny (Associate Principal) Joseph McCready (WSC parent-elected member) Robert Pollock (WSC kaiako/kaimahi tautoko-elected member) MJ Thompson (NPoW whānau-selected member) Keri Gardner (NPoW whānau-selected member) Tracey Bell (NPoW whānau-selected member) Nikau Balme (NPoW Taura-selected member) Carol Gunn (WSC parent-elected member) Pā Chris Selwyn (Tumuaki) Evelyn Marsters (WSC parent-elected member) - online GMeet</p> <p><u>Non-Board Members:</u> Tamati Patuwai - Ngāti Whatua Orakei, Te Ohonga Ake member</p> <p>Apologies: None Declaration of interests: None noted</p>
Time	STRATEGIC REVIEW
6:19pm	<p>Budget considerations and options for 2023</p> <p>Year-to-date financial position</p> <p>Financial Update - Nov 2022</p> <p>The board discussed the following issues:</p> <ul style="list-style-type: none"> ● Key items / lines of expenditure that drive the WSCW budget ● Trends for WSCW over the past 5 years

	<ul style="list-style-type: none"> ● Pressures or challenges facing us in 2023 ● Changes SLT is seeking and why ● Impact and benefits of those changes ● How might we better integrate the Waiōrea budget-setting process <p>ACTION – ASHA/LOUISE: Ensure that the meeting room for Board meetings is published on the WSCW website and included community communications.</p> <p>ACTION – ASHA/LOUISE: Send acknowledgement, thank you letter to Joanne for the work she has done to secure the high number of international enrolments.</p> <p>ACTION - LOUISE: Develop community communication to explain the benefits of donations, for use as we go in to 2023.</p> <p>ACTION - SAILESH: Provide insights to the Board about the rates of payment of course costs v donations. This could be tested on one department first.</p> <p>ACTION - SAILESH: Explore options for treating depreciation on cost items including planned maintenance, and report back to the board during budget planning in December.</p> <p>ACTION - SAILESH: Prepare insights for the board on income and expenditure for Waiōrea, and report back to the board at the Dec meeting.</p> <p>ACTION – SAILESH: Prepare insights for the board on options for the ICT expenses in 2023 budget, including towers v laptops and leasing v buying.</p> <p>ACTION - SAILESH: Provide balance sheet view as part of regular finance reporting to the board.</p> <p>ACTION – IVAN/SAILESH: Explore additional sources of funding for hauora services (included nurses and counsellors) and report back to the board as part of 2023 budget planning and annual plan development.</p> <p>ACTION – LOUISE/IVAN: Include review of hauora / Waiora services and funding in committee workplan, and annual plan.</p>
7:19pm	<p>Focus #6 - Infrastructure development</p> <p>Master planning Backgrounder</p> <p>Ivan gave an overview to the Board on the master plan approach and considerations for the next phase of development of WSCW.</p>
	<p>The Board took a break for dinner - 7:45pm</p> <p>Nikau delivered the karakia mō te kai.</p> <p>Pā Chris noted that it should not be solely the Māori members of the board who deliver karakia.</p> <p>The hui resumed after the dinner break - 8:04pm</p>

	PUBLIC EXCLUDED BUSINESS
8:04pm	In accordance with Section 48 of the Local Government Official Information and Meetings Act 1987, the public were excluded from this part of the meeting between 8:05pm and 8:44pm to discuss confidential matters. The resolution was passed by consensus.
	Out of PEB - 8:44pm Tamati returned at 8:44pm.
	PUBLIC MEETING RESUMED
8:44pm	<p>Focus #2 - Co-Governance Te Tiriti – Mana Ōrite project</p> <p>Re-Scoping Proposal including cost implications Mana Ōrite presentation to board 21 Feb 22 Mana Ōrite Steering Group Terms of Reference Project Brief (June 2022)</p> <p>Louise gave the Board an overview of the Mana Ōrite project for the benefit of the new members, the role of the board steering group, work to date and the re-scoping proposal.</p> <p>In accordance with Section 48 of the Local Government Official Information and Meetings Act 1987, the public were excluded for 10 minutes during this item for the part of the discussion that covered commercial matters relating to the re-scoping proposal. The resolution was passed by consensus.</p> <p>There was disappointment from Board members regarding the additional costs of the project.</p> <p>Board decisions by consensus:</p> <ol style="list-style-type: none"> 1. The Board agreed to pay the \$10,267 additional cost of work completed to date (being its agreed share of the overrun), to be paid immediately on receiving the invoice. 2. The Board agreed to the re-scoping proposal and was keen for the proposed workshop with Ivan, Pā Chris, Louise, Evelyn, Mary-Jane, Alan W and Te Ururoa F to take place ASAP in 2022 to ensure we maintain momentum with this project.
	REGULAR REVIEW
9:15pm	<p>Regular reports</p> <p>Principal's Report - Nov 2022 H&S Board Update - Oct/Nov 2022 Staff report from Whaea Emma Mapihi Campbell</p> <p>The board received the Principal's report.</p> <p>Pā Chris delivered his Tumuaki report verbally.</p> <ul style="list-style-type: none"> ● Waiōrea placed 1st in the recent Ahurea kapa haka competition ● Main female kapa haka tutor has resigned - has been a high-pressure year

	<ul style="list-style-type: none"> ● Currently working to fill 4 kaiako positions. Have interviewed for all four positions and made offers. ● NPoW Sports/Athletics Director has resigned. ● Waiorea prizegiving taking place on last Tuesday of term. ● Offered Waioteao to students to study in the weekend. ● Update on the sewerage odour issue in Waioteao. Smell is still there and at the request of MoE a log is being kept. <p>Sarah & Pā left the mtg at 9:13pm.</p> <p>Student / Taura reports Radha Patel reported on discussions of the Travelwise group on the lack of progress of safety improvements on meola Road. Previously a petition was presented to Waitematā local board. Still no updates, or the crossing.</p> <p>ACTION – RADHA/CAROL/LOUISE: Write to AT and the Waitematā local board on behalf of the Board raising concerns about the lack of action on safety improvements and the Meola Road redesign.</p> <p>Nikau Balme reported on the general feeling of tiredness affecting students. He noted that this is the first proper exam session for our Y12 and Y13s, who have been significantly affected by the lockdowns and other impacts of Covid-19. It has been a big year for the Y13s.</p> <p>H&S update The board received the H&S report.</p>
9:26pm	<p>Establishment of committees of the board</p> <p>Board decisions by consensus:</p> <ol style="list-style-type: none"> 1. That the following committees of the board be established, and members appointed: <ul style="list-style-type: none"> ● Finance ● Property ● Policy Review ● Health, Safety, Wellbeing and Employment ● Student Behaviour Management ● Master plan 2. Additionally, a member of the Board will attend the Sustainability Panel meetings. 3. That the committees bring proposed terms of reference back to the next meeting (5 Dec) for confirmation (one member tasked with leading this work for each committee) <p>The board members present at the meeting signed up to one or more committees.</p> <p>Evelyn left the meeting at 9:34pm.</p>

9:24pm	<p>Re-establishment of Kahui Ako Stewardship Committee</p> <p>The stewardship committee is made up of members of the Boards of Kahui Ako o Waitematā. One of the roles of the stewardship committee is to form an appointments board for the leadership and across school roles that lead and support the Kahui Ako.</p> <p>Board decision by consensus:</p> <ol style="list-style-type: none"> 1. That the board appoints Louise Gardiner to the Kāhui Ako Stewardship Committee
ADMINISTRATION	
9:30pm	<p>Confirmation of minutes</p> <p>DRAFT 2022/09/27 WSCW Board Meeting #6 Minutes</p> <p>Board decision by consensus:</p> <ol style="list-style-type: none"> 2. That the minutes of the Board meeting on 27 September 2022 be approved. <p>Matters arising</p> <p>Ivan raised the issue of whether overseas trips should resume in 2023. Louise noted that this was discussed at the last Board meeting and that the Board had requested a risk assessment from Ivan to inform the Board consideration of this matter.</p> <p>ACTION:</p> <p>Jackie - getting the minutes soon after the meeting is more helpful.</p> <ul style="list-style-type: none"> - How do the subcommittees report back in a timely way?
9.35pm	<p>Correspondence</p> <p>Correspondence - 2022/11/07</p>
9.40pm	<p>Board meeting dates 2023 – DEFERRED TO NEXT MEETING</p> <p>MJ asked that consideration be given to Polyfest timing, when setting the 2023 Board meeting dates.</p> <p>Members agreed that Mondays are still the best day to meet.</p>
CLOSE	
9:48pm	Ivan delivered the karakia whakamutunga.
9:47pm	Meeting closed