



HANGA-ARO-RAU

**Manufacturing, Engineering
and Logistics**

Workforce Development Council

Workforce Development Council Governance Appointments

Prospective WDC Council Members

Nau mai, haere mai

Ko te mauri o te tangata, ko te ora o te iwi. The lifeblood of the individual is the lifeblood of the people.

Thank you for your interest in the governance appointments for the Hanga-Aro-Rau Manufacturing, Engineering and Logistics Workforce Development Council (WDC).

This document provides background detail about the responsibilities and role of Council members, governance responsibilities and the proposed time commitments and remuneration expectations for governance positions.

Background

Vocational education is undergoing its biggest transformation in 35 years. As part of the changes, six Workforce Development Councils (WDCs) have been established to provide industry with greater leadership across vocational education and training.

This is a significant milestone in the Reform of Vocational Education (RoVE). More information on RoVE can be found [here](#).

Hanga-Aro-Rau is one of six WDCs established on 4 October 2021. The Council provides strategic leadership and governance to help fully form and establish the new organisation.

WDCs are established formally through a legal instrument called an Order in Council. The Order in Council (OIC) for Hanga-Aro-Rau is available [here](#).

With two current Council positions coming to term, we are now seeking expressions of interest from:

- Industry Leaders with significant governance and work based technical expertise in sectors relevant to the WDC, and;
- Recognised experience in inclusion of and implementation of Te Tiriti o Waitangi principles and/or Te Ao Maori within industry.

About Workforce Development Councils

Workforce Development Councils (WDCs) play a central role in the Reform of Vocational Education and provide industry with leadership across vocational education and training. As a WDC, Hanga-Aro-Rau:

- has a forward, strategic view of the future skills needs of industries. We translate industry skill needs now and in the future for the vocational education system.
- set standards, develop qualifications and help shape the curriculum of vocational education. We moderate assessments against industry standards and, where appropriate, set and moderate capstone assessments at the end of a qualification.
- provide advice to the Tertiary Education Commission (TEC) on investment in vocational education, and determine the appropriate mix of skills and training for the industries we cover.

- endorse programmes that lead to qualifications, whether work-based (such as apprenticeships), on-campus or online. Unless a programme has the confidence of a WDC, which is essentially industry confidence, it won't be endorsed by the WDC nor funded by the TEC.
- provide employers with brokerage and advisory services. WDCs won't, however, be directly involved in arranging apprenticeships and other on-the-job training which will sit with providers.

Role of the Councils

The Hanga-Aro-Rau Workforce Development Council is responsible for leading and overseeing the work programme. All Council members must act consistently within their statutory mandate and with any arrangements set out in the WDC's Order in Council (OIC).

Key responsibilities include, but are not limited to:

- providing clear vision and leadership for their WDC.
- overall responsibility for their WDC's functions as set out in the Education and Training Act 2020; and additional functions and purpose as set out in the OIC.
- overseeing the performance of the Chief Executive and other staff within their WDC.
- financial oversight and risk management, including ensuring that their WDC's financials are systematically accounted for, audited and publicly available.
- health, safety and legal obligations, including that all the legislative requirements of directors and entities are met.
- overall responsibility for ensuring their WDC meets its obligations as an employer.

Appointment of Council members

Starting on 28 April 2023, the Hanga-Aro-Rau-Council is running an Expression of Interest (EoI) process for two Council member positions.

The Order in Council permits the Hanga-Aro-Rau Council to co-opt one additional member. The Council has a requirement for an additional whakapapa Māori member who meets the skills requirements detailed in the OIC (Appendix A).

The Council particularly welcomes applicants who have direct experience of vocational education and training and/or have an understanding of the experience of disabled people in employment and employers of disabled people.

WDC Council member requirements

The requirements and criteria for appointments to the Hanga-Aro-Rau Council are set out in the relevant Order in Council, and summarised in Appendix A.

Additional information on candidate attributes and information required for application is outlined in the Application form.

Term of appointment

Council members may be appointed for a term of between one and four years as set out in **Appendix B**. It is intended each of these Council member positions will be appointed for a term of two to four years.

Remuneration and time commitment

The time commitment for the Council is a minimum of the equivalent of two to three days per month. One of those days will involve attendance at a Council meeting (which presently is bi-monthly), either in person or by remote access. There may also be requirement for sub-committee attendance, preparation for meetings, reviewing papers and other material, consultation with industry colleagues and site visits.

Your contribution and participation will be vital so you should be sure that you have the time available to fully commit to the role.

The fees paid will be an annual rate determined in accordance with the Cabinet Office Fees Framework. WDCs are a category 3a entity.

The applicable fee for this role is \$30,000 per annum.

These are national positions, and candidates will be appointed from anywhere in New Zealand. Council members must be permanent New Zealand residents. The location of Council meetings, and whether they will be in person or via remote access, will be determined by the WDC.

Actual and reasonable travel and other expenses incurred will be paid in accordance with the Cabinet Fees Framework.

Conflicts of Interest

Conflicts of Interest will be assessed on a case-by-case basis. However, in most cases, it is expected that Chief Executives and senior managers of tertiary education organisations will have significant conflicts, along with current Board members and staff of Te Pūkenga.

Potential conflicts relating to current Board members of Tertiary Education Organisations and transitional Industry Training Organisations would need to be considered carefully.

Membership on a Regional Skills Leadership Group is unlikely to present a conflict.

We encourage candidates to be open and transparent about any conflicts in their application.

For more information on TEC's conflict of interest guidelines for Council members of tertiary education institutions visit <https://www.tec.govt.nz/teo/working-with-teos/tei/governance/conflicts-of-interest-and-councils>

More information

If you have any questions about the Expressions of Interest Application process or the information in this pack, please contact Jeana Abbott at Jeana.Abbott@jaxorb7.com or on 021 711 750.

Appendix A

Section	Manufacturing, Engineering and Logistics WDC
Criteria for the appointment of members	<ul style="list-style-type: none"> • As far as is reasonably practicable, at least half (approximately) of the members of the Council must be Māori. (OIC S11 (3)) • The appointing body (either the Appointments Committee or the Industry Stakeholder Group) must appoint as members of the Council persons who have (OIC S14 (1)): <ul style="list-style-type: none"> ○ leadership experience in at least one of the specified industries covered by the Council; ○ experience, or an understanding of, either or both governance and public administration; ○ a commitment to inclusion and addressing the needs of underserved learners; ○ a commitment to act with impartiality, honesty, integrity, and manaakitanga; and ○ in the case of the employer representative, the support of employers in the specified industries; and in the case of the employee representative, the support of the Council of Trade Unions. • When appointing members to the Council the appointing body (either the Appointments Committee or the Industry Stakeholder Group) must ensure that during the two years following the establishment of the Council, the Council has: <ul style="list-style-type: none"> ○ sufficient experience in establishing new organisations, enterprises or businesses; and ○ sufficient experience in leading industry, business transformation and change management. • When appointing a person to be a member of the Council, the appointing body (either the Appointments Committee or the Industry Stakeholder Group) must, as far as reasonably practicable, reflect the diversity of age, ideas, ethnicity and gender of the people within the specified industries and in New Zealand as a whole and must ensure that the Council has (OIC S14 (2)): <ul style="list-style-type: none"> ○ representatives from both large and small enterprises within the specified industries and industry associations; ○ sufficient representation of Māori, Pacific peoples and disabled people; ○ sufficient experience in, or engagement with, the vocational education and training system; ○ enough members with skills in te ao Māori, including te reo Māori and mātauranga Māori, to ensure that the Council is able to give proper consideration to Māori perspectives in undertaking its duties and functions; ○ a deep understanding and commitment to the principles of Te Tiriti o Waitangi; and ○ experience in financial analysis and management.

Appendix B

Section	Manufacturing, Engineering and Logistics WDC
Appointment of the Council	<ul style="list-style-type: none">• The first members of the Council may be appointed for a term of between 1 year and 4 years.