



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 appointment for the Hanga Aro Rau Manufacturing, Engineering and Logistics Workforce Development Councils (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 are beginning operations on 4 October 2021. The Council provides strategic leadership and governance to help fully form and establish new organisation.

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

We are now seeking Expressions of Interest for an additional Council member from industry leaders and those with mana in sectors relevant to the WDC.

About Workforce Development Councils

[Workforce Development Councils \(WDCs\)](#) will play a central role in the Reform of Vocational Education, and – once established – will provide industry with leadership across vocational education and training. Once WDCs are fully operational, they will:

- have a forward, strategic view of the future skills needs of industries. They will 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. They will 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 they 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 WDC Council is responsible for leading and overseeing the work programme of the Workforce Development Council. All WDC Council members must act consistently within their statutory mandate and with any arrangements set out in the WDC's Order in Council.

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 WDC's Order in Council.
- 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.

As the WDCs will be new entities, there will be additional responsibilities in the first period of WDC Council operation to ensure successful WDC establishment.

Appointment

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.

Starting on 8 September 2021, the Hanga Aro Rau Council is running an Expression of Interest (Eoi) process for the additional Council member.

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 **Appendix B**.

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, 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. <https://dpmc.govt.nz/publications/co-19-1-fees-framework-members-appointed-bodies-which-crown-has-interest-html>

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 process or the information in this pack, please contact Brenden Mischewski on 021 994 808 or via email to brenden.mischewski@hangaarorau.nz.

Appendix A

Section	Manufacturing, Engineering and Logistics WDC
Criteria for the appointment of members	<ul style="list-style-type: none"> • The appointing body (either the Appointments Committee or the Industry Stakeholder Group) must appoint as members of the Council persons who have: <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 (except for governance associates in development roles); ○ 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: <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 first 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.