

**Action Points and Decisions**  
**Partnership Kura Authorisation Board**  
**29 July 2015**

	Authorisation Board – Partnership Schools/Kura Hourua
<b>Attendees</b>	<b>Authorisation Board (AB)</b> Catherine Isaac – Chair John Shewan Dame Iritana Tawhiwhirangi John Taylor Dr Margaret Southwick Sir Toby Curtis
<b>Apology</b>	John Morris Terry Bates
	<b>Ministry of Education (MoE)</b> [Redacted] Associate Deputy Secretary Student Achievement (from 11:05) [Redacted] Group Manager Student Achievement Projects [Redacted] Project Manager [Redacted] Strategic Advisor
<b>In Attendance</b>	<b>Office of the Parliamentary Under-Secretary</b> David Seymour – Parliamentary Under-Secretary to the Minister of Education (12 noon to lunch) [Redacted] Advisor to the Parliamentary Under-Secretary (12 noon to lunch) [Redacted] Private Secretary (Education)
	<b>Authorisation Board Secretariat</b> Mani Maniparathy

**Actions arising from this meeting**

	Action	Owner	Due Date
29/07:01	Produce a plan and outline for the Authorisation Board's annual report to the Minister	Mani Maniparathy	11 August 2015
29/07:02	Arrange a meeting including the Board subgroup and the panel advising Martin Jenkins on the evaluation of the initiative	Ministry	7 August 2015
29/07:03	Develop a paper setting out in detail the Board's monitoring role, including processes, timelines and reporting templates.	Mani Maniparathy	31 August 2015
29/07:04	Produce a plan for the next Application Round based on the timeframe proposed at the meeting	[Redacted]	ASAP
29/07:05	MOE to report on the planned course of action to address the areas identified in the ERO Readiness Reviews as requiring further action/development	[Redacted] Ministry	7 August 2015
29/07:06	Prepare project plan to develop quarterly reporting template	Mani Maniparathy	7 August 2015

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Outstanding actions (from previous meetings)			
29/01:02	Whangaruru School - further detail around NZQA credits is to be provided to the Authorisation Board.	s 9(2)(a) OIA Ministry	Outstanding
Agenda item discussion points			
<ol style="list-style-type: none"> <li>1. The Chair updated the Board on advice provided to the Under Secretary on the Performance Management Framework and the review of the PSKH Contract.</li> <li>2. Minutes of the meeting held on 29 May 2015 were confirmed, moved by Catherine Isaac, seconded by John Taylor. The need to ensure due dates for actions are realistic and are met was noted.</li> <li>3. Work to date on the AB's website was noted. It was agreed that sections on the funding model and guidance on starting a Partnership Kura need to be completed before the website can be launched. The section on reporting on the schools' performance requires substantial further work and will not be able to be completed before the site is launched.</li> <li>4. Martin Jenkins' evaluation of Partnership Kura initiative was discussed. The Board reiterated its view that a more evidence-based methodology should be used in this evaluation. A subgroup of the Board (Catherine Isaac, John Shewan and Terry Bates) will join the panel advising Martin Jenkins on the evaluation.</li> <li>5. Operational updates were presented.</li> <li>6. Matters discussed with the Under Secretary included revisions to the Performance Management Framework, revisions to the contract, and the Board's monitoring role.</li> <li>7. A draft Procurement Plan for Round Three was discussed. Margaret Southwick left the meeting room after declaring a potential conflict of interest as she may become involved with an application. It was agreed that prior to opening the application round, the AB website must be launched and the contract document would need to be finalised. <span style="border: 1px solid black; padding: 2px;">s 9(2)(f)(iv) OIA</span></li> <li>8. </li> <li>9. A prototype of a performance monitoring report for PSKH was noted. The Board supported the concept of the report, which will have five areas of focus with a number of indicators within each area.</li> <li>10. Lesley Hoskin provided a short brief on PaCT.</li> </ol>			