

COUNCIL

Minutes

Date	Wednesday 29 May 2019
Time	4.35 pm
Venue	Council Chamber, Level 6 Matariki
Present	Ms Sue McCormack (Chancellor), Mr Steve Wakefield, (Pro-Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Mr Sam Brosnahan, Ms Catherine Drayton, Ms Keiran Horne, Professor Roger Nokes, Mr Warren Poh, Mr Malcolm Peterson Scott, Dr John Wood.
Apologies	Mr Shayne Te Aika
In Attendance	Mr Jeff Field, University Registrar Mr Bruce White, Deputy Registrar Ms Alex Hanlon, Executive Director, Learning Resources Mr Keith Longden, Chief Financial Officer Professor Catherine Moran, AVC Academic Professor Ian Wright, Deputy Vice-Chancellor Mr Adrian Hayes, Financial Controller Ms Robyn Nuthall, UC Futures Director Mr Richmond Tait, Business Finance Director Ms Jacqui Lyttle, Risk Manager Ms Tori McNoe, Deputy President, UCSA Ms Raewyn Crowther, University Council Co-ordinator Ms Yvette Bensemman, Acting University Council Co-ordinator
CONFLICTS OF INTEREST	Ms Horne advised she was associated with Kate Shepherd House, which was referred to in the minutes of the previous meeting.
MINUTES	The minutes of the meeting held on 1 May 2019 were approved and signed as a correct record.
MATTERS ARISING	None
FROM THE CHANCELLOR	The Chancellor welcomed Ms Keiran Horne to her first meeting of the University Council as a Ministerial appointee. Chancellor's Meetings The schedule of meetings was noted for information.

Moved

That: Council note the report of the Chancellor's meetings.

Carried

Council Work Plan 2019

An updated copy of the Work Plan was tabled and the changes since the last meeting were noted. The need for a considerable length of time to discuss the Student First programme at the FPRC meeting on 17 June was noted, with a possible 7pm finish time agreed for that meeting.

Moved

That: Council note the Council work plan.

Carried

Degrees conferred in absentia

The Chancellor advised Council that the schedule of degrees awarded in absentia had been approved and the names of the graduates were entered into the public record.

Moved

That: The Council note the degrees awarded in absentia for the public record.

Carried

FROM THE VICE- CHANCELLOR

Monthly Report

Professor Cheryl de la Rey presented her report noting:

- PBRF results for UC were pleasing but had generated reduced funding due to the greater number of participants across all universities.
- UC had received \$8.5M over five years for Immersive Gaming Technologies.
- The Pasifika Strategy had been well received.
- The VC had attended a number of UCSA events, including the Graduation Ball and ANZAC Day commemorations. The formal opening of the UCSA building was set for 2 August.
- The consequences of the 15 March events were still being dealt with. An additional prayer room had been provided in the Central Library and extra security on campus during Ramadan.
- The VC had undertaken her first international trip for UC, meeting with alumni in New Zealand House and the VCs of Oxford, Cambridge and Kings College who were receptive to the idea of collaboration with UC.

In discussion it was noted that:

- Health Centre waiting time for new counselling appointments was now 10 days with urgent cases often seen in a more timely manner.
- The deferring of international student applications due to changes in visa processing systems was having an impact on students across the whole university sector.

Moved

That: The Vice Chancellor's Report be received.

Carried

**FROM THE
FINANCE,
PLANNING AND
RESOURCES
COMMITTEE**

Ms Catherine Drayton, Chair of the Finance, Planning and Resources Committee (FPRC) presented the Committee report. The committee had considered a number of matters that had not been referred to Council, including:

- Garden Hall had been defined as a dwelling therefore would not attract GST costs.
- UC Trust Fund Report had shown performance above the objectives for the greater part of the last seven years though investment in fossil fuels was slightly higher than the 1% target, largely due to increases in oil prices. Investment in social media that streamed terrorist items was questioned and a paper on social responsibility would be prepared by Eriksens, with Professor Ian Wright including the sources of research funding.
- Trust Fund Distribution Policy had been noted.
- A paper on the Contribution Margin Analysis had been discussed and it was agreed that a programme-based analysis would be useful.
- A paper would come to Council on changed NZX rules applying to the philanthropic bond.

Meeting Schedule 2020

It was noted that the dates proposed for 2020 meetings followed the traditional pattern. Meeting invitations would be sent to members following confirmation of the dates.

Moved

That: Council approve the Meeting Schedule for 2020.

Carried

CAPEX Quarterly Report to 31 March 2019

It was noted that with the completion of UC Futures projects there would need to be a new system of reporting new projects. CAPEX priorities would be revisited in light of the academic strategy, which might also require a reconsideration of the relationship between space planning and EFTS growth.

In discussion it was noted that variances in the Wellness precinct transport and safe access project and the Te Ao Marama refurbishment project were due to placeholders before business cases coming to FPRC.

Moved

That: Council note the CAPEX Quarterly Report to 31 March 2019.

Carried

**FROM THE AUDIT
AND RISK
COMMITTEE**

UC Trust Funds Financial Statements 2018

Mr Peter Ballantyne, Chair of the Audit and Risk Committee, advised that the accounts had been carefully reviewed by the Committee. The audit report was qualified as the funds were not consolidated and the endowment lands revaluation was subject to a rental arbitration process. The consolidation issue would resolve in 2019 when the funds were included in the UC consolidated accounts and the valuation of endowment lands was

not a concern as a legal process was being worked through. The management letter had indicated a slight breach of the SIPO. The Fund contained \$118M in total equity.

Moved

That: Council, as trustee for the trust funds:

- i) *Approve and sign the UC Trust Funds Financial Statements to 31 December 2018*
- ii) *Approve and sign the Trustees' Representation Letter to the Auditor*
- iii) *Note the management representations, Independent Auditor's Report and the management letter from Grant Thornton.*

Carried

Health and Safety Report

The report indicated that there had been no serious harm incidents and that external audits had been successfully carried out. Hazardous materials storage solutions were continuing to be developed.

Concern was expressed with the lift in West Building which had dropped injuring the occupant. No cause for the failure had been found and the lift continued to be in use. Council requested management have the West Building lifts re-assessed by an alternate company for confirmation.

Moved

That: Council note the Health and Safety Report.

Carried

Health, Safety and Wellbeing Charter

The Charter had been reviewed and was presented to Council for approval. The addition of "resources" to the first bullet point was agreed.

Moved

That: Council approve the Health, Safety and Wellbeing Charter, with the addition of "resources" to the first bullet point so that it would read "satisfy itself that the University has an appropriate Health, Safety and Wellbeing Policy, with effective processes, resources and guidelines for implementation".

Carried

PUBLIC EXCLUDED Moved
MEETING

That: the public be excluded from the following parts of the proceedings of this meeting, namely:

Item on Public Excluded Agenda	General Subject Matter	Reason for passing this resolution in relation to each matter	Grounds under section 48(1) for the passing of this resolution
4	Minutes of the meeting held on 1 May 2019 with the public excluded	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	
5	Matters arising from those minutes		
6 6.1	From the Chancellor		7(f)(i)

6.2	Report from the Honours and Appointments Committee	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
6.3	Report from the Meeting with the Minister	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(a)
6.4	2019 Teaching Medal Emeritus Professor Nomination	To protect the privacy of natural persons. To protect the privacy of natural persons.	7(a)
7.	From the Vice-Chancellor	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
8.	From the Finance, Planning and Resources Committee		
8.1	Report from meeting of 20 May	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
8.2	UC Futures - UC Futures Summary - CETF IQA5 - CETF Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h) 7(h) 7(h)
8.3	TEC CAM Assessment	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.4	Student First Report	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
8.5	Monthly Financial Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.6	Movements in Year End Forecast to February 2019	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.	From the Audit and Risk Committee		
9.1	Draft minutes of the meeting of 20 May	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
9.2	CETF PIR	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
9.3	Strategic Risk Report	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)

and that staff identified by the Chancellor and Vice-Chancellor as having knowledge relevant to particular matters to be discussed be permitted to remain at this meeting. This knowledge will be of assistance in relation to the matters discussed, and is relevant because of their involvement in the development of the reports to Council on these matters.

Carried

**RETURN TO
PUBLIC MEETING**

Council returned to public meeting at 6.05pm and confirmed the awarding of Emeritus Professor status to Professor Jack Baggaley.

**FROM THE
ACADEMIC BOARD**

Professor Ian Wright presented the report from the meeting of the Academic Board.

Moved

That: Council note the report from the Academic Board.

Carried

**GENERAL
BUSINESS**

There was no general business.

The meeting ended at 6.10pm.

NEXT MEETING

The next meeting is scheduled for 4.00pm on Wednesday 26 June 2019.

SIGNED AS A CORRECT RECORD: _____

DATE: _____