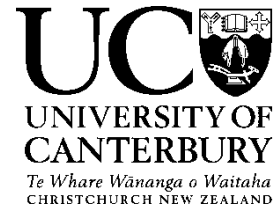


COUNCIL
Public Meeting Agenda
Te Kaunihera o Te Whare
Wānanga o Waitaha



Agenda

DATE Monday 16 September 2024
TIME 9:00am
VENUE Council Chamber, 6th Floor, Matariki Building

Refer to Page No.
(matches Diligent).

WELCOME & KARAKIA (opening meeting)

<i>Kia hora te marino</i>	<i>May peace be widespread</i>
<i>Kia whakapapa pounamu te moana</i>	<i>May the sea be like greenstone</i>
<i>Hei huarahi mā tātou i te rangi nei</i>	<i>A pathway for us all this day</i>
<i>Aroha atu, aroha mai</i>	<i>Let us show respect for each other,</i>
<i>Tātou i a tātou katoa</i>	<i>for one another</i>
<i>Hui e! Tāiki e!</i>	<i>Bind us all together!</i>

1. APOLOGIES
2. REGISTER OF INTERESTS 3-5
3. CONFLICTS OF INTEREST
Every Council Member has an obligation to declare any actual, potential or perceived conflicts of interest with any University of Canterbury activities and to ensure that such conflicts of interest are noted and managed appropriately.
4. MINUTES
4.1. Confirming minutes of meeting held on 19 August 2024 – For Approval 6-11
5. MATTERS ARISING
6. HEALTH & SAFETY
6.1. Monthly Health & Safety Report – For Information 12-25
(Paul O’Flaherty, Executive Director, People, Culture and Campus Life **via Zoom** and
Natasha Barnett, Director Health & Safety)
7. FROM THE CHANCELLOR
7.1. Degrees Conferred in Absentia – For Approval -
8. FROM THE VICE-CHANCELLOR
8.1. Vice-Chancellor’s Monthly Report – For Information 26-30
8.2. Academic Board Report – For Information 31-34
(Associate Professor Alison Griffith)

9. **PUBLIC EXCLUDED MEETING**

Motion by the Chancellor for resolution to exclude the public pursuant to s48 of the Local Government Official Information and Meetings Act 1987:

I move 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
4.0 4.1	Minutes Confirm public excluded minutes of 19 August 2024	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	Refer to previous minutes
5.0 5.1 5.2	Matters Arising Action Schedule Information Papers	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)
6.0 6.1 6.2 6.3	Digital Screen Digital Screen Establishment Board Quarterly Report Digital Screen Mid-Programme Review Digital Screen Package 2 Detailed Business Case	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
7.0 7.1 7.2	Health & Safety Monthly Health & Safety Verbal Update H&S Audit – Actions Progress Update	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)
8.0 8.1	Arbitration Arbitration Matter Strategy Verbal Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
9.0 9.1 9.2 9.3 9.4	Finance & Major Projects Student Accommodation JV 30 June 2024 Summary Consolidated Financial Statements 31 August 2024 Financial Report 2024/2025 Insurance Renewal	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
10.0 10.1	Strategy & Planning Draft Triennial Plan 2025-2027 (incl 2025 KPIs)	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
11.0 11.1	Digital Services Digital Transformation 6-Monthly Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
12.0 12.1 12.2 12.3 12.4 12.5 12.6	From the Chancellor Chancellor Meetings & Correspondence Verbal Update Final October Strategy Day Agenda Council Workplan 2024 Update Draft Council Workplan 2025 Notice of Pro-Chancellor Election in November	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)

	Notice of Committee Elections in November		
13.0 13.1 13.2 13.3	From the Vice-Chancellor Vice-Chancellor's Monthly Report Upcoming UC Events Academic Board Minutes 12 July 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
14.0 14.1	Other Naming Rights Policy Review	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
15.0	General Business	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
16.0	Council-Only Time	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)

I also move 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.

10. REPORT FROM THE PUBLIC EXCLUDED SESSION

11. GENERAL BUSINESS

12. NEXT MEETING

- The next meetings will be held on
- Monday 21 October 2024 starting at 9:00am – Council Strategy Day.
- Monday 20 November 2024 starting at 9.00am – next Council meeting.

KARAKIA (closing meeting)

Unuhia, unuhia

Te pou, te pou

Kia wātea, kia wātea

Āe, kua wātea

Remove, uplift

the posts

in order to be free.

Yes, it has been cleared.

UC Council Register of Interests (as at 16 September 2024)

Name (Council Member)	Date notified	Person and/or organisation with interest	Nature of interest
Amy ADAMS (Chancellor)	2021	AMDON Farms Limited	Director and Shareholder
	2021	AMDON Investments Limited	Director and Shareholder
	2021	Hampton Downs Trust	Trustee and Beneficiary
	2021	Melanoma NZ	Director
	2021	Montford Trust	Trustee and Beneficiary
	2021	St John	Volunteer Ambulance Officer
	2022	Tokona Te Raki (Māori Futures Academy)	Board Member
	2022	University of Canterbury Foundation	Trustee
	2024	Political Advisor to the Minister of Tertiary Education	Sister
Cheryl DE LA REY (Vice-Chancellor)	2020	Association of Commonwealth Universities	Council Member and Chairperson
	2020	New Zealand Qualifications Authority	Board Member
	2022	Tokona Te Raki (Māori Futures Academy) Advisory Board	Board Member
	2019	Universities New Zealand	Chairperson and Member
	2019	University of Canterbury Foundation	Trustee (Ex-officio)
	2019	University of Canterbury Trust Funds	Vice-Chancellor
Roger GRAY	2022	Port of Auckland Limited	CEO
	2023	Ben Gough Family Foundation Leaders Scholarship	Mentor
	2024	Champions for Change New Zealand	Co-Chair
	2024	Australia New Zealand Leadership Forum Steering Committee	Member
	2024	New Zealand Post	Director
Jack HEINEMANN	2023	Academic Board (ex officio Council)	Member
	2022	Academic Freedom Aotearoa (TEU)	Member
	2023	American Society for Microbiology	Member
	2023	Centre for Integrated Research in Biosafety (UC)	Director
	2023	Cluster for Community and Urban Resilience (UC)	Member
	2023	European Network of Scientists for Social and Environmental Responsibility	Honorary Member
	2023	Higher Education Academy	Fellow
	2023	Institute for Health and Environmental Research (Australia)	Board Member
	2023	International Brotherhood of Teamsters	Member
	2023	New Zealand Employment Court	Expert Witness
	2023	New Zealand Society of Microbiology	Member
	2023	Queenstown Molecular Biology Society	Member

Name (Council Member)	Date notified	Person and/or organisation with interest	Nature of interest
	2021	Tertiary Education Union	Member
	2021 & 2023	University of Canterbury – Faculty of Science, School of Biological Sciences (and sub-committees) and biochemistry programme	Employee
	2023	University of Wisconsin Alumni Association	Lifetime Member
Keiran HORNE	2019	AJ & MJ Horne Family Trust	Trustee and Discretionary Beneficiary
	2019	CEC Charitable Trust	Trustee and Treasurer
	2024	Cooperative Bank	Director
	2019	Conductive Education Canterbury	Treasurer
	2023	Enable Networks Ltd and Enable Services Limited	Director & ARC Chair
	2019	Hamilton City Council	Director, Chair Audit Risk Committee
	2019	Horne Wildbore Family Trust	Trustee and Discretionary Beneficiary
	2024	New Zealand Antarctica Institute trading as Antarctica New Zealand	Board Member
	2019	Quayside Holdings Ltd	Director, Chair Audit Risk Committee
	2019	Quayside Properties Ltd	Director
	2019	Quayside Securities Ltd	Director
	2019	ScreenSouth Ltd	Chair
	2021	Son	Student at UC
	2019	Spey Downs Ltd	Shareholder
	2019	Timaru District Council	Member, Audit and Risk Committee
	Bruce IRVINE	2024	Air Rarotonga Ltd
2024		B.R. Irvine Ltd	Director/Shareholder
2024		CSO Foundation	Trustee
2024		Heartland Bank Ltd and subsidiaries	Director/Shareholder
2024		House of Travel Ltd and subsidiaries	Director
2024		John Britten Trust	Trustee
2024		Market Gardeners Ltd and subsidiaries	Director
2024		Scenic Hotels Ltd and subsidiaries	Director
2024		Skope Industries Ltd	Director
2024		University of Canterbury Innovation Medal	Judge
2024		University of Canterbury MBA Course	Presenter (occasional)
Luc MACKAY	2024	Ingersoll Rand Incorporated	Shareholder
	2024	University of Canterbury	Student
	2024	University of Canterbury Students' Association (UCSA)	President
Rachel ROBILLIARD	2022	Canterbury Aoraki Conservation Board	Board member / Te Rūnanga o Ngāi Tahu appointee

Name (Council Member)	Date notified	Person and/or organisation with interest	Nature of interest
	2022	Chapman Tripp	Employee
	2022	Mahaanui Kurataiao Ltd	Kaitiaki representative for Te Taumutu Rūnanga
	2022	Te Taumutu Rūnanga	Kaitiakitanga portfolio member
	2022	Te Taura Tāngata Trust	Trustee
	2022	University of Canterbury	Aunty is Amokapua Pākākano Tuarua, Deputy Assistant Vice-Chancellor Māori
	2023	Robby Robilliard Family Trust	Trustee
	2023	Kōwhai Enterprises Limited	Shareholder
	2023	Tāwhaki Joint Venture	Riaka Te Aka Matua Rōpū
Gillian SIMPSON	2019	Ministry of Education Statutory Services Provider	Independent Contractor
	2019	New Zealand Education Scholarship Trust	Trustee
	2022	Sport New Zealand Governance Services	Independent Consultant
	2024	Christ's College	Acting Principal (1 July– 14 October 2024)
Lisa TUMAHAI	2023	Arahura Holding Ltd	Director
	2023	Hauora Māori Advisory Group (Ministerial advisory)	Board Member
	2023	He Pou A Rangi Climate Change Commission	Deputy Chair
	2023	Hinemoana Halo Partnership Fund Ltd	Director
	2024	Manuka Charitable Trust	Trustee
	2023	Ngāi Tahu Research Centre (UC)	Advisory Board Member
	2023	Poutini Ngāi Tahu Pōkeka Ltd	CEO
	2023	Te Ara Pounamu Ltd	Director
	2023	Te Kura Taka Pini Ltd	Director
	2023	Te Niwha	Assurance Group Member
	2023	Te Runanga o Ngāti Waewae Inc	Trustee
	2023	Waitangi National Trust Board	Representative South Island
	2023	West Coast PHO	Trustee
	Poto WILLIAMS	2024	Eastern Community Sport & Rec
2024		New Brighton R.S.A.	Patron
2024		John Macmillan Brown Estate Trust	Special Trust Advisor
2024		South Island NRL Bid	Board Member (Community Engagement)
Catherine WOODS	2023	Public Service Association	Member
	2023	Statistics New Zealand	Husband - Employee
	2023	UC Admin Plus (professional networking group)	Leader
	2023	UC Business School Committees including Research and H&S	Member
	2023	UC Staffing Matters Working Group	Member
	2023	UC Students	Daughter and Niece
	2023	UC Wellbeing Advisory Group	Member
Adela KARDOS (General Counsel Registrar)	2020	University of Canterbury	Employee
	2024	Christchurch Hungarian Club Incorporated	Executive Committee Secretary

COUNCIL

Public Meeting Minutes

Te Kaunihera o Te Whare Wānanga o Waitaha



DATE	Monday 19 August 2024
TIME	9:00am
VENUE	Council Chamber, Level 6, Matariki Building
PRESENT	Ms Amy Adams (Chancellor), Professor Cheryl de la Rey, Vice-Chancellor, Mr Roger Gray, Professor Jack Heinemann, Ms Keiran Horne, Mr Bruce Irvine, Mr Luc MacKay, Ms Gillian Simpson, Ms Poto Williams, Ms Catherine Woods.
IN ATTENDANCE	Professor Peter Gostomski, Acting Deputy Vice-Chancellor (Research), Associate Professor Alison Griffith, Mr Keith Longden, Executive Director Planning, Finance & Digital Services, Mr Paul O’Flaherty, Executive Director People, Culture and Campus Life, Mr Grantley Judge, Governance & Compliance Manager, Ms Ann Gibbard, Governance Advisor, Ms Aurora Garner-Randolph (student), Ms Jenna Kelly (student),
APOLOGIES	Ms Rachel Robilliard, Ms Lisa Tumahai, Ms Poto Williams for lateness (10.30am).
WELCOME	The Chancellor opened the meeting with a Karakia.
REGISTER OF INTERESTS	The Chancellor requested that the Registrar be advised of any amendments to the Register of Interests.
CONFLICTS OF INTEREST	No conflicts of interest were advised.
MINUTES OF THE PREVIOUS MEETING	Confirming the Minutes of the meeting held on 15 July 2024 <u>Moved:</u> <i>That the minutes of the meeting held on 15 July 2024 be confirmed as a true and correct record.</i>

Carried

MATTERS ARISING

Action Schedule

Mr Grantley Judge, Governance and Compliance Manager, noted those actions completed and those future dated. Council discussed what they would like covered in an Artificial Intelligence workshop.

HEALTH & SAFETY

Monthly Health and Safety (H&S) Report

Mr Paul O’Flaherty, Executive Director People, Culture and Campus Life presented the Monthly Health & Safety Report.

In discussion the following was noted:

- There were a number of safety observations reported due to winter-related conditions.
- Lighting around the campus was discussed and harsh lighting had been identified in engineering booths. Details would be sent to Mr O’Flaherty by Mr Luc MacKay to follow up.
- Council complimented the Health & Safety Team on the Health & Safety Online Training module.

Moved:

That Council notes:

1. *the progress, understanding and management of health and safety risks across the organisation; and*
2. *this report covers the period 1 June – 30 June 2024.*

Carried

Health, Safety and Wellbeing Policy Review

Mr O’Flaherty presented the Health, Safety and Wellbeing Policy Review.

In discussion the following was noted:

- Due to the recent decision in the Wiles Court Case, it was noted that additional changes to the Health, Safety and Wellbeing Policy might be required.
- Council agreed to note that the policy was under active review. The Chancellor would discuss the timing of the revised Policy with Mr O’Flaherty and Council were asked to provide feedback to management.
- Council members were requested to advise Council if urgent changes were required to the Policy while it was under ‘active review’.

Moved:

That Council notes the Health, Safety and Wellbeing Policy is under active review.

Carried

**FROM THE VICE-
CHANCELLOR**

Vice-Chancellor's Monthly Report

The Vice-Chancellor highlighted items from her written report and the following additional items were noted:

- The Vice-Chancellor congratulated Luc MacKay on his re-election as UCSA President for 2025. There was a 26% student turnout which was high in comparison to other universities, and this was attributed to the positive UC campus culture.
- International student numbers had increased for semester 2 which was pleasing.
- Council commended the University on the Rugby results and the win by the Aerospace team in New Mexico.
- The new student accommodation building, Tupuārangi, was on track and would be monitored carefully to facilitate the opening date in February 2026.

Moved:

That Council notes the Vice-Chancellor's monthly report.

Carried

ACADEMIC BOARD

Academic Board Report

Associate Professor Alison Griffith presented the Academic Board Report, and the following was noted:

- Council discussed the Board's Terms of Reference and delegations of authority.
- The Board's Terms of Reference had last been reviewed in September 2022 and it was timely for them to be reviewed again.
- The only delegation of authority, from Council to the Board, was the approval of CUAP proposals, which was due to the deadline of CUAP approvals being out of sync with Council meeting dates.
- Council requested a paper outlining what matters come before Academic Board, what delegations have been provided and a review of its terms of reference.
- The Academic Board understood it was an advisory Committee to Council.

Moved:

That Council:

1. *notes the 12 July 2024 Academic Board Report; and*
2. *requests a review of the Academic Board's delegations and terms of reference.*

Carried

Associate Professor Alison Griffith left the meeting at 9.36am.

**PUBLIC EXCLUDED
MEETING**

Moved:

That the public be excluded from the following parts of this meeting, pursuant to section 48 of the Local Government Official Information and Meetings Act 1987:

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
4.0 4.1	Minutes Confirm public excluded minutes of 15 July 2024	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	Refer to previous minutes
5.0 5.1 5.2	Matters Arising Action Schedule Information Papers	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)
6.0 6.1 6.2 6.3	Health & Safety Monthly Health & Safety Verbal Update H&S Internal Audit – Draft Action Plan & Legal Advice 6-monthly Annual Leave Liability 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)
7.0 7.1	Arbitration Arbitration Matter	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
8.0 8.1 8.2	Strategy & Planning FM Action Plan Statement of Service Performance (SSP) 6-month Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
9.0 9.1 9.2 9.3 9.4 9.5 9.6	Finance & Major Projects Domestic Student Fees 2025, Student Services Levy 2025 & Online Student Fees 2025 Kōawa Digital Screen Project Quarterly Report Major Investment Plan (MIP) Q2-2024 Report 31 July 2024 Financial Report Updated Financial Forecast post TEC Funding Announcement UC Trust Funds Eriksen’s Report to 30 June 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
10.0 10.1	Business Cases Draft Business Case Framework & Process	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
11.0 11.1 11.2 11.3 11.4 11.5	From the Chancellor Chancellor Meetings & Correspondence Verbal Update Draft October Strategy Day Agenda Finalised Capital Investment Committee Terms of Reference 2024 Council Workplan Update Executive Committee Decision 12 August 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
12.0 12.1 12.2 12.3	From the Vice-Chancellor Vice-Chancellor’s Monthly Report Emeritus Professor Nomination Academic Board Minutes 7 June 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)

13.0	From the Audit & Risk Committee Audit & Risk Committee Report 5 August 2024 Internal Audit Plan 2024 Change	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
13.1		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)
13.2			
14.0	Other Innovation Medal Recommendations Research Medal Recommendations Teaching Medal Recommendations Naming Rights Policy Review	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
14.1		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)
14.2			
14.3			
14.4			
15.0	General Business	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
		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)
16.0	Council-Only Time Council Member Performance Reviews University Advisory Group (UAG) Review of University Governance Any other items	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
16.1		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)
16.2			
16.3			

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 would be of assistance in relation to the matters discussed and was relevant because of their involvement in the development of the reports to Council on these matters.

Carried

GENERAL BUSINESS There were no items of general business.

NEXT MEETING The next Council meeting will be held on Monday 16 September 2024 at 9:00am in the Council Chamber.

MEETING CLOSED The public meeting closed at 2.50pm.

SIGNED AS A CORRECT RECORD: _____

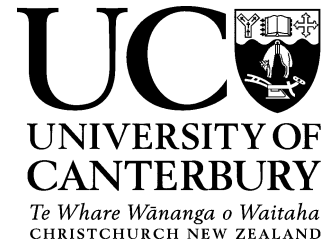
DATE: _____

COUNCIL ACTION SCHEDULE
from the meeting held on 19 August 2024
(new and updated actions are shown in red)

	Action	By Whom	Due Date	Expected
1.	Health, Safety & Wellbeing Policy – note on policy that it is under active review	Mr Judge	Sep 2024	
2.	Provide Council with a report on UC’s QS ranking strategy.	Professor Gostomski	October Strategy Day	
3.	Provide Council with a report on the work Academic Board has undertaken to further the Academic Board Terms of Reference goals.	Assoc Prof Griffith	Nov 2024	
4.	Review of Academic Board Terms of Reference and Delegations	Assoc Prof Griffith Ms Kardos	TBC	
5.	Health, Safety and Wellbeing Policy Review – Revised policy to Council for approval	Mr O’Flaherty	TBC	

Memorandum

People, Culture, and Campus Life -
Health and Safety



To Ki:	University Council
From : Nā	Paul O’Flaherty- Executive Director- People, Culture and Campus Life Natasha Barnett- Director of Health and Safety
Date Rā	16 th September 2024
Subject Kaupapa:	Public Agenda Health and Safety Report - September 2024

Recommendation:

That Council:

- Note the progress, understanding, and management of health and safety risks across the organisation.
- Note that the reporting period is July 2024.

Purpose:

This report informs the Council about progress concerning the University Health and Safety plan and health and safety risk management activities.

Key Points/Strategic Fit:

The Health and Safety work plan contributes to the delivery of *Tangata tū, Tangata ora* strategic objective: Nurturing Staff and thriving students.

Financial implications:

Not applicable

Attachments:

- Appendix I Health and Safety Performance Summary
- Appendix II: Notifiable Event- Learning Teams Findings
- Appendix III: Council Matters Arising
- Appendix IV (a-c) - Health and Safety Performance Metrics Dashboard
- Appendix V - Health and Safety Action Plan Progress Report

The full paper commences overleaf.

Appendix I: Health and Safety Performance Summary

This report highlights the ongoing efforts to proactively identify and address potential hazards, ensuring the well-being and safety of staff, students, and visitors. This section provides a high-level overview of key statistics from Appendix II (a-c). A new student self-report dashboard has been introduced to enhance reporting.

Key Statistics for July 2024:

Total Reports: 107

- Incident Reports: 47
- Near Misses: 23
- Safety Observations: 37

Severity of Incidents:

- Low Severity: 24 (First aid or no treatment required)
- Moderate Severity: 5 (Medical treatment sought)
- High Severity: 0 (No hospitalisations reported)

Safety Observations:

- Unsafe Practice Observations: 13
- Unsafe Conditions: 17
- Improvement Suggestions: 2
- Student Safety Observation Reports: 2

The Health and Safety Office is collaborating with management to address and mitigate identified risks and concerns.

T5 Risk Incidents Breakdown

This section provides an overview of incidents categorised by critical risk, summarising the details and actions taken. In July, 25 health and safety reports and 13 safety observations associated with T5 (critical) risks were recorded.

Hazardous Substances

- **Number of Reports: 7**
 - **Examples:**
 - **Fire in CAPE Lab 2:** A fire incident occurred when Isopropyl alcohol ignited while being used in conjunction with platinum graphitised carbon. The fire was quickly extinguished by the Laboratory Manager using an ABE extinguisher. WorkSafe was notified but chose not to investigate further. A Learning Teams review has been completed, with improvement actions assigned.
 - **Hot Wax Splash:** A student experienced a near miss when hot wax splashed during an experiment. The student was not wearing correct PPE, leading to

health and safety coaching from the supervisor on the importance of wearing safety glasses.

- **Chemical Spill in Ernest Rutherford Building:** Fumes were reported from an empty oven that was being preheated before use, prompting an investigation into possible chemical contamination from prior use/spill and a subsequent safety communication to prevent future incidents.
- **Unlocked Hazardous Substances Area:** A chemical storage room was found unlocked and unattended, which was promptly secured after being reported.

Poor Wellbeing

- **Number of Reports:** 9
 - **Examples:**
 - **Ergonomic Issues:** Several reports of lower back, shoulder, and neck pain due to poor ergonomic setups led to requests for ergonomic assessments and adjustments in workspaces.
 - **Verbal Abuse in Parking Lot:** A staff member was verbally abused by a passerby in the Psychology carpark. The staff member used de-escalation techniques to avoid further conflict and reported the incident as a potential harm issue.

Fieldwork/Isolated Work

- **Number of Reports:** 4
 - **Examples:**
 - **Fieldwork Tendon Strain:** A staff member experienced an Achilles tendon strain during fieldwork, requiring medical treatment and physiotherapy.
 - **Knee Injury During Outdoor Activity:** A student re-injured a previously operated knee during an outdoor team-building exercise, receiving first aid and ongoing support.

Plant and Machinery

- **Number of Reports:** 3
 - **Examples:**
 - **Damaged Safety Guard on Drop Saw:** The safety guard on a drop saw was found damaged and immediately replaced to prevent injury.
 - **Inspection Patches Falling Off:** Patches from a recent asbestos survey fell, nearly hitting a worker (contractor). The patches were re-secured, and safety measures were reviewed with the asbestos surveyor (contractor).
 - **Golf Cart Accident:** A UC Security golf cart backed into a parked vehicle, leading to a near miss that required an exchange of details.

Other Incidents, Near Misses, and Safety Observations

- **Number of Incidents:** 82
 - **Examples:**
 - **Slipping on Wet Surfaces:** A staff member slipped on wet concrete outside the Rātā building, leading to a near miss. The anti-slip mat had moved out of position, which was addressed to prevent future incidents.

- **Student Seizure:** A student had a seizure during a workshop in Rehua, necessitating immediate medical attention and coordination with emergency services.
- **Lift Entrapment:** Five staff members were trapped in a lift in Angus Tait (Level 2) for an hour and a half due to a malfunction. They were rescued, and no injuries were reported.
- **Cut Finger on Broken Glassware:** A staff member cut their finger on broken glassware, receiving first aid treatment.

Key Trends

- **Effective Handling of Hazardous Substances:** The university's response to incidents involving hazardous substances, such as the fire in the CAPE lab and chemical spills, was swift and effective. Even though WorkSafe chose not to investigate, this incident underscores the importance of maintaining rigorous research and laboratory safety standards.
- **Proactive Incident Response:** The reports show a strong culture of immediate response to incidents and near misses, with quick actions taken to rectify unsafe conditions and prevent future occurrences. This proactive approach is crucial for maintaining a safe environment on campus.
- **Mental Health Awareness:** Staff wellbeing can be negatively affected by abuse directed at employees and the need to respond to medical emergencies. The People and Culture team offers crisis support to managers and teams and access to the University's employee assistance programme. Additionally, a variety of staff development programmes are available to support wellbeing and capability. These include workshops for managers on fostering a meaningful work environment and recognising mental distress, as well as team workshops on improving workplace communities and team cohesion.

Appendix II: Notifiable Event- Learning Teams Findings

On 12th July, the Health and Safety Director notified WorkSafe (notification #94212) of a fire event that occurred in Chemical and Process Engineering (CAPE) at the University of Canterbury on July 14, 2024. The event involved a vapour flash fire ignition during a research process in Laboratory 205, leading to minimal damage from fire, but moderate water damage due to the activation of a localised sprinkler. No injuries occurred, but the incident necessitated an evacuation and attendance by Fire and Emergency New Zealand (FENZ).

The investigation utilised a Learning Teams approach, focusing on understanding system expectations, identifying deviations, and proposing improvements without assigning blame. Key findings and recommended actions emerged from a thorough review of the event and the systems in place. The complete list of findings and recommended actions are contained within the Learning Teams Review Report; below are summaries of these:

Summary of key findings and actions

- The current Hazard and Risk Checklist process in CAPE is robust but could benefit from enhancements, including considering safe working volumes and scaling up risk assessments as research progresses. Implement a top-down approach to risk management for high-risk research projects, ensuring safe working volumes are calculated and included in project procedures.
- Opportunities were identified to improve the frequency and scope of project reviews, particularly for research projects involving hazardous materials. Transitioning paper-based checklists to the Assura system will provide better visibility and tracking. Increase the frequency of project reviews and establish 'hold points' to reassess risk controls as research progresses. Transition existing projects into the Assura system where feasible.
- The incident highlighted the need for better coordination and communication between CAPE and Facilities Management during emergencies. A clear process for maintaining lab safety and compliance when a potentially notifiable incident occurs is needed.

The findings of the Learning Teams review underscore the importance of continuous learning and improvement in health and safety practices within research environments. The recommended actions aim to enhance safety management, supervision, and emergency response to prevent similar incidents in the future. An action plan has been developed (in Assura), and actions have been assigned to CAPE, Facilities Management, and the Emergency Management team. The H&S Business Partner will monitor the progress of the actions.

Appendix III: Council Matters Arising

1. Health and Safety Observations and Engagement 2025

Below is the suggested observations plan for 2025. Although contractor management is not among the top risks, the Tupuārangi project presents an excellent opportunity for the Council to become familiar with UC's contractor management procedures.

Quarter	Month	Top 5 Risk Observation
2025		
Q1	Feb	Hazardous Substances- Asbestos
Q2	Apr	Plant & Machinery – Boilers and FM Workshops
Q3	Jul	Contractor Management - Tupuārangi
Q3	Sept	Psychosocial Wellbeing- Leadership Capability Framework/Wellbeing Plan

2. Risk Treatment of Infectious Diseases

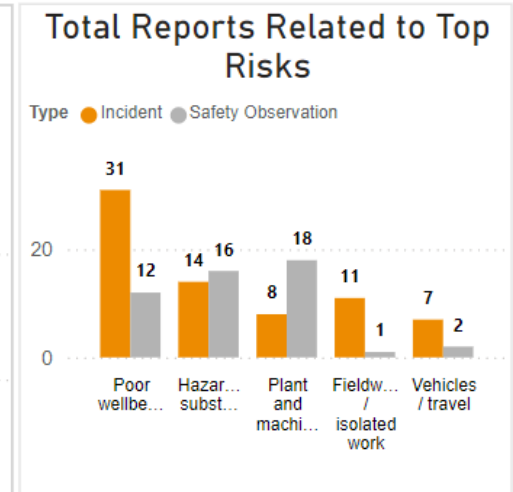
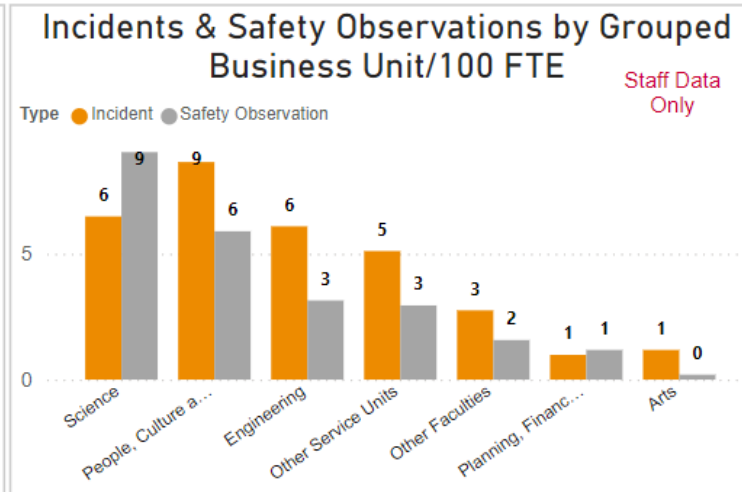
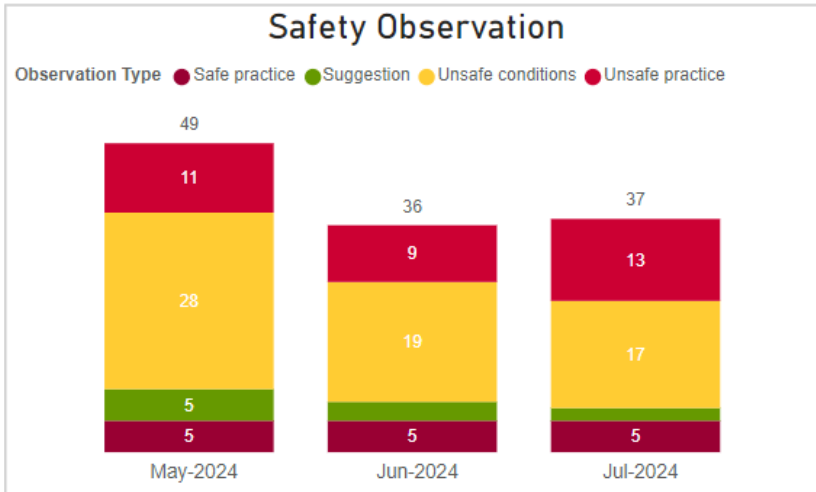
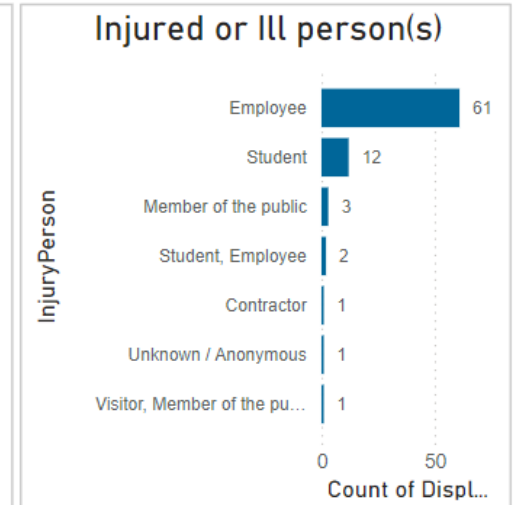
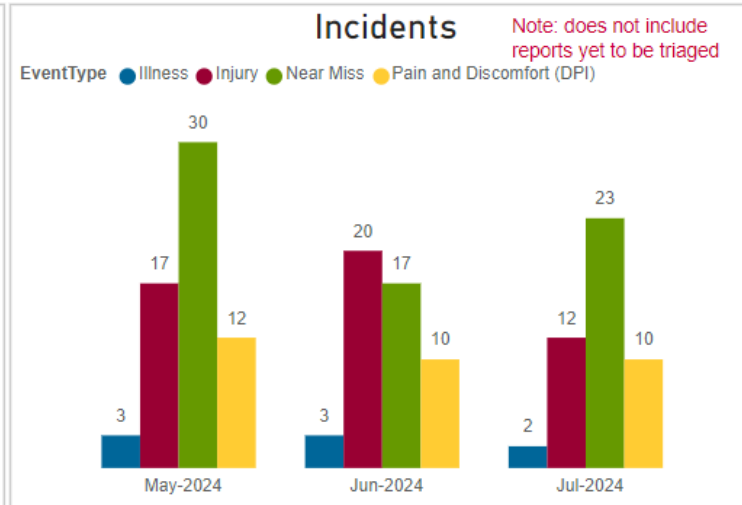
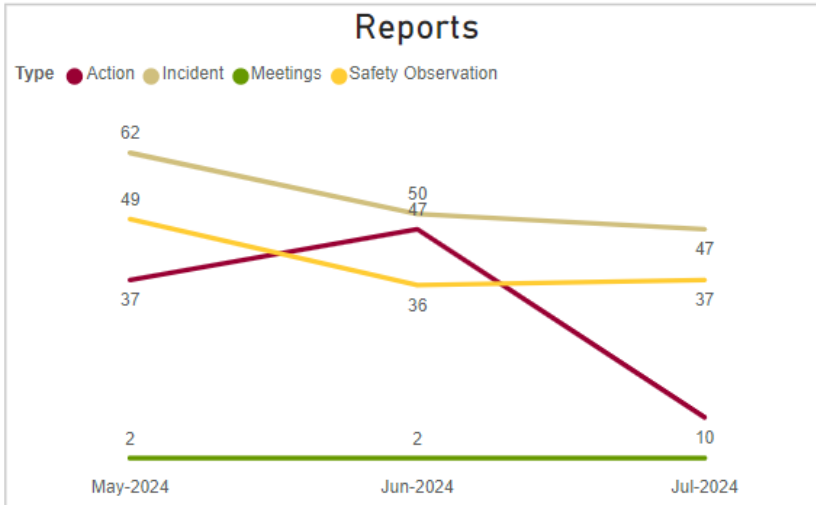
The Risk and Assurance and Health and Safety teams surveyed the other New Zealand Universities about how they record the risk of infectious diseases. No university reported that infectious diseases is one of its top risks. A number noted that under the Health and Safety at Work Act, a PCBU is obliged to manage risks created by business activities. One said that, as a PCBU that is responsible only for the hazards it can control, it wouldn't have an earthquake or a tsunami on its hazard register, and therefore, not infectious diseases. Some respondents commented, however, that, while they do not record infectious diseases as a top risk, they must be prepared via their Emergency Management and Business Continuity processes. This is consistent with UC's approach. As a result of this review, we have made no changes to our risk register.

Appendix IV (a):

Health & Safety Performance Dashboard (3-month rolling)



Assura Source: All | Business Unit: Multiple selections | Year: 2024 | Month: Multiple selec... | Total Reports (All Types): 381 | Total Incidents: 159 | Total Near Miss: 70 | Total Safety Observations: 122

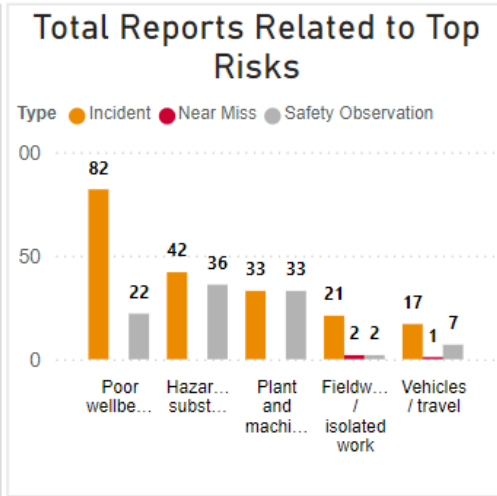
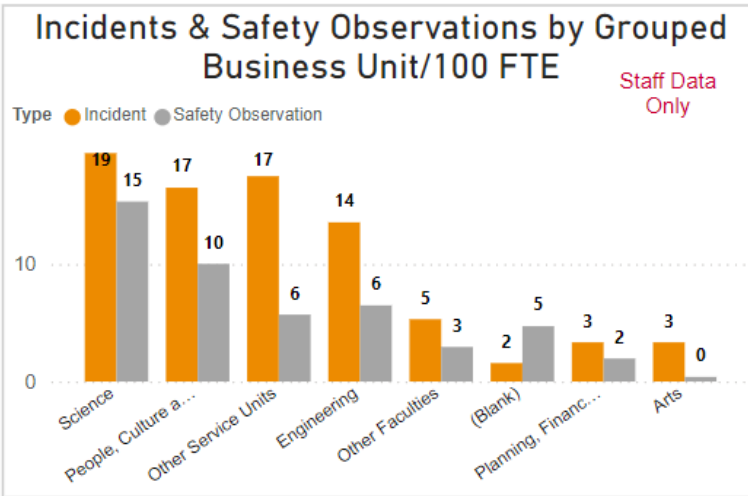
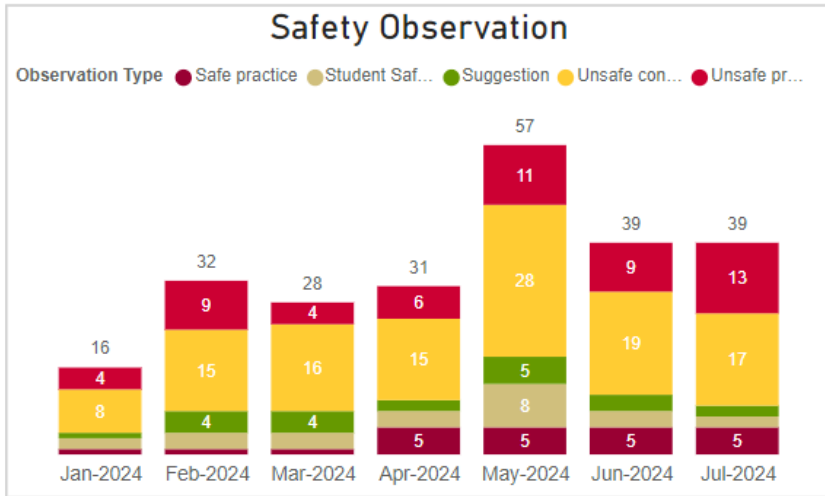
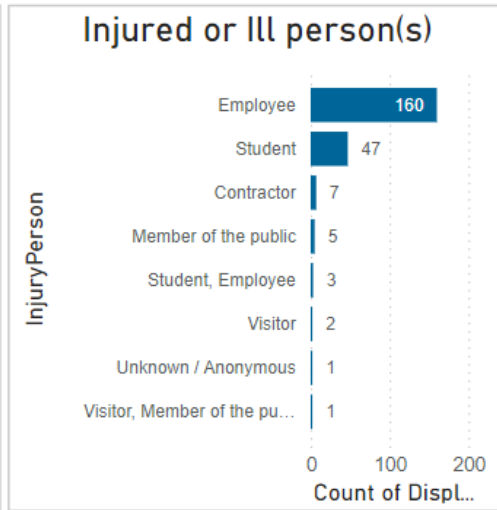
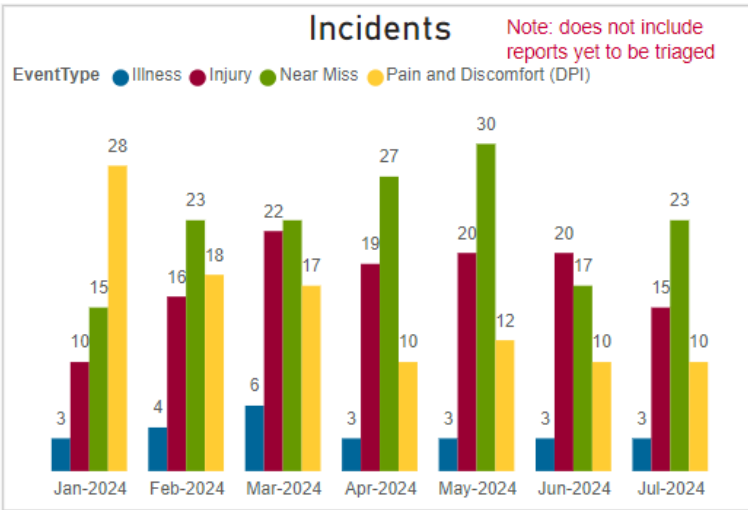
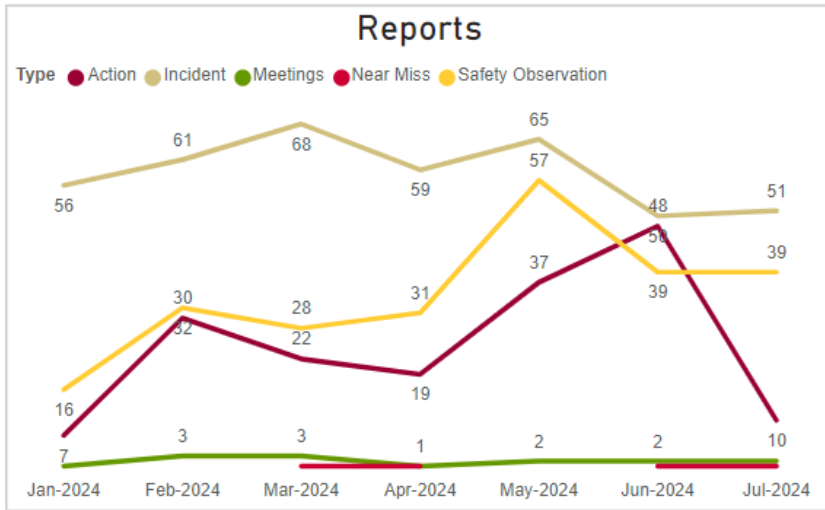


Appendix IV (b):

Health & Safety Performance Dashboard (YTD)



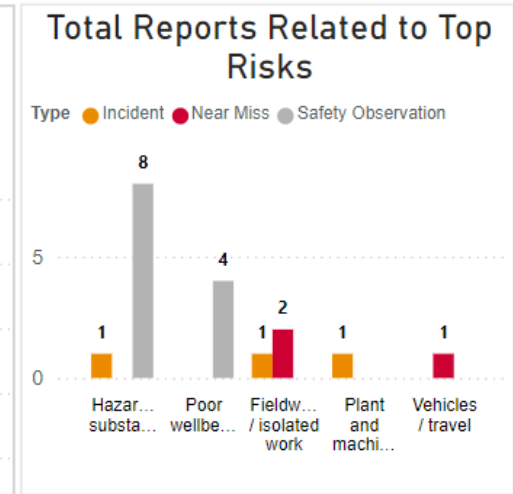
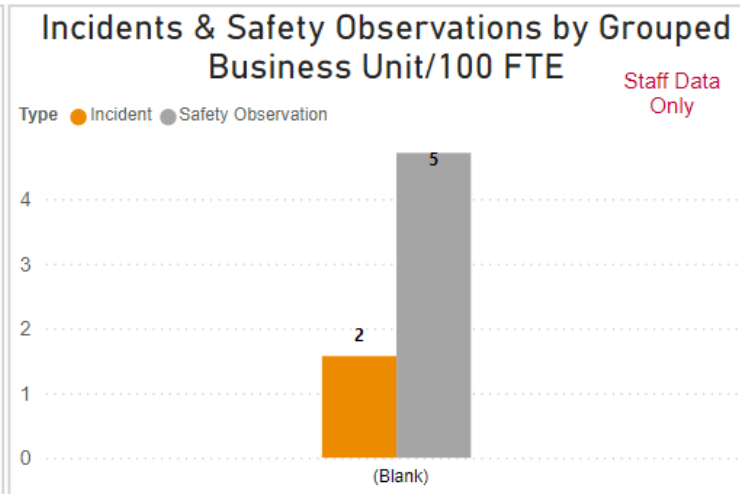
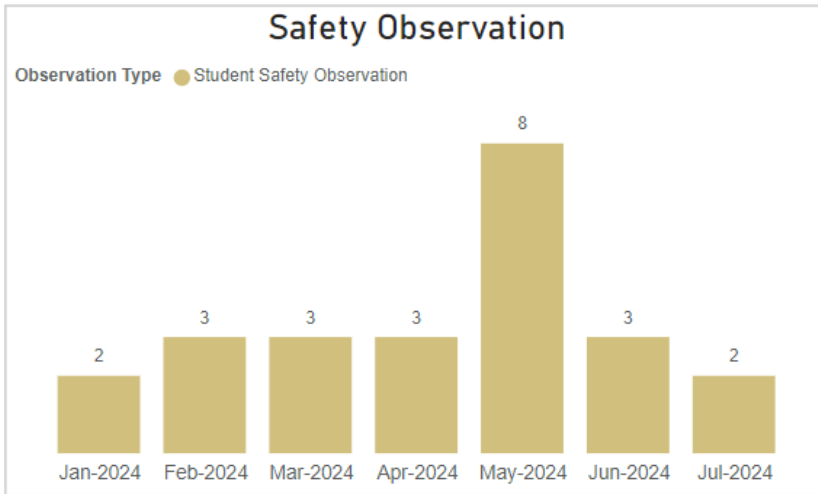
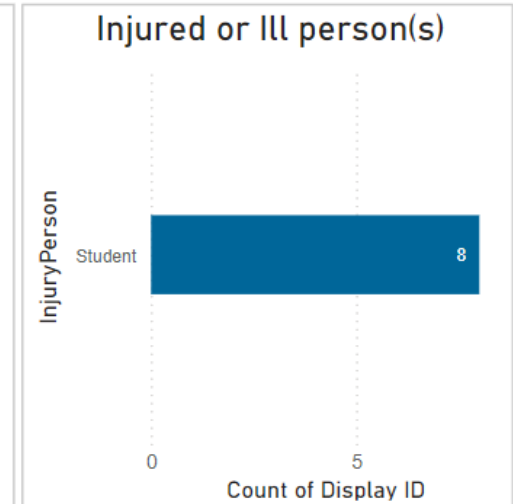
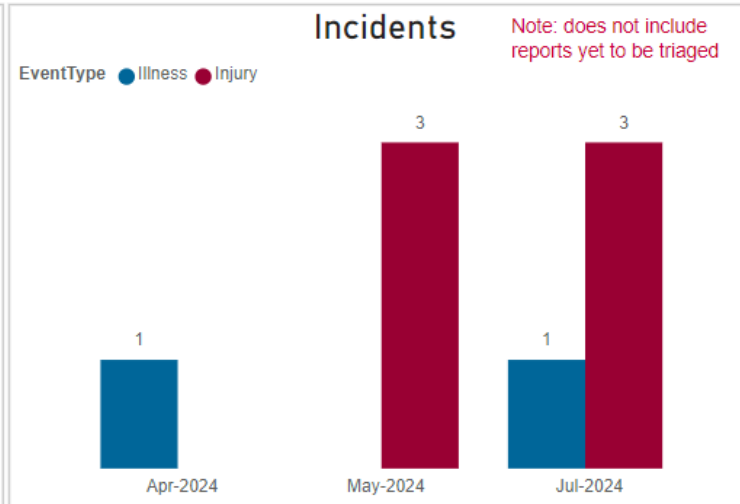
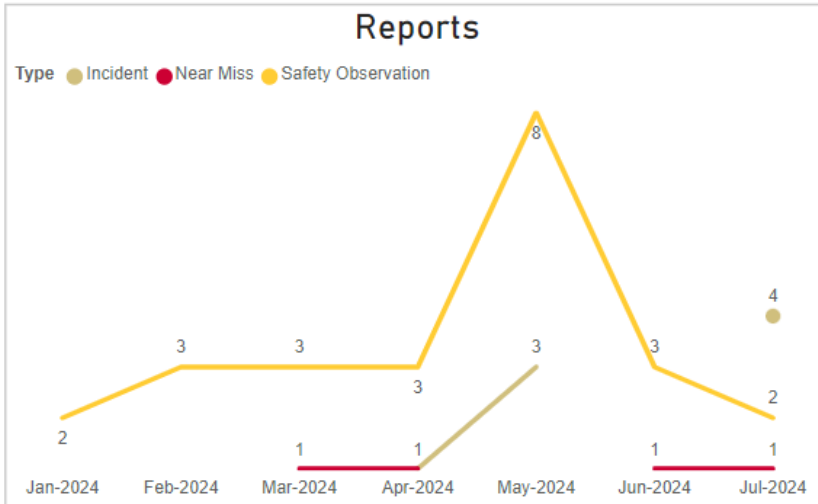
Assura Source: All | Business Unit: All | Year: 2024 | Month: Multiple selec... | Total Reports (All Types): 843 | Total Incidents: 410 | Total Near Miss: 161 | Total Safety Observations: 242



Appendix IV (c): Health & Safety Performance Dashboard (Student Self-Report YTD) This data is a subset of the previous YTD dashboard




Assura Source: All | Business Unit: All | Year: 2024 | Month: Multiple selec... | Total Reports (All Types): 36 | Total Incidents: 8 | Total Near Miss: 3 | Total Safety Observations: 24



Appendix V: Health and Safety Action Plan Progress Report

The Health and Safety Action Plan (Plan) 2021-2024 aligns with Tangata Tū, Tangata Ora 2020-2030 strategic objective: People- Nurturing Staff, Thriving Students, and the Mahere Oranga Well-being Implementation Plan 2020-2024. The three pou | strategic pillars, **Inspiring Leadership, Thriving Communities, and Effective Systems**, are the focus of the Plan to move beyond reactive to strategy-led and engaging and empowering our people to work together to make good decisions about health, safety, and well-being for themselves and others. In setting the direction of travel, the Plan builds on UC's collective kaupapa by incorporating operating principles that foster our organisational values of whanaungatanga, tiakitanga, manaakitanga, and culture of kotahitanga, to support an environment that is welcoming and inclusive of all our people.

Plan		Do	Check	Progress				
Strategic Pillar	Objective			Completed	In progress (2024)	Delivery	Risk Status	Comment
I. Inspiring Leadership	I.1 Our people leaders are capable health and safety leaders (Staff members students) and Health and Safety Representatives, and Committees are empowered to be effective	Define health and safety leadership, capabilities/competencies, and KPIs needed across UC, e.g., Council, Senior Leadership Team, faculty/school/department, and health and safety lead levels.	KPI's set cascaded and measured. Capability framework developed.	H&S Business Partners have developed Executive Health & Safety Plans with each member of the SLT. Objectives and actions are to be assigned to owners and cascaded as appropriate. The plans have been recorded in Assura, supporting transparency and ensuring clear accountability for objectives, actions, and monitoring. Council H&S engagement activities Q1-Q4 2023 completed. New Council members received their H&S induction on 19 th Feb '24. On 19 February '24, the Council received a presentation from a Staff member from the School of Biological Sciences and Health and Safety Office about the university's processes for managing Fieldwork risks. T5 Hazardous Substances and "Taskforce Science" presentation delivered to Council in April 2024 H&S induction for new Council members completed. The UC Health and Safety Introduction learning module is also available to Council members.	2024 Council H&S Engagement activities are underway. H&S Office is working with the Governance and Compliance Manager to support the Council's Safe365 action plan. Planning for 2025 Council observations is underway.	Ongoing 2024		September Council workshop will focus on international and domestic travel risk management (Staff and Students)- to be presented by the Director and Senior Advisor of Risk and Assurance. H&S Office surveyed Health and Safety Representatives on their role and participation at Faculty/School Health and Safety Committees. The results will be tabled for discussion at the UC Health and Safety Committee in September.

Plan		Do	Check	Progress				
Strategic Pillar	Objective			Completed	In progress (2024)	Delivery	Risk Status	Comment
		Develop and deliver health and safety leadership training for all people leaders, including student leaders, with an emphasis on Safety Differently (Human and Organisational Performance Model)	Health and Safety leadership training delivered to all people leaders, including student leaders.	Leadership capability framework- H&S content design The online H&S Introduction learning module went live on 26 th March 2024.	Continuous improvement phase An induction to line managers' health and safety responsibilities is being developed in Assura, with a go-live planned for July.	Ongoing 2024	↔	As of 1 August, 1167 staff members (out of 2406) had completed the UC H&S Introduction learning module. All line managers were invited to complete their manager-specific health and safety induction in July. So far, 58% (304/526) have completed the induction.
		Optimise Health and Safety Team service delivery through business partnering and service level agreement	The business partnering model is implemented	H&S business partnership model is implemented. New H&S induction for Executive Deans/Academics has been developed and delivered by H&S Business Partners. The H&S Improvement Manager inducted Faculty Operations Directors. Completed 2023 objectives- The H&S Business Partners meet monthly with the Faculty Managers. This approach ensures comprehensive coverage and effective communication between the H&S team and Faculty Managers.	Continuous improvement phase	Ongoing	↔	The Health and Safety Office has a vacant position for an H&S Business Partner (Faculty of Engineering). The Health and Safety Improvement Manager is temporarily supporting the faculty.
2. Thriving Communities	2.1 Increased awareness and engagement (of health and safety) utilising story-telling and existing UC communication tools, including social media where appropriate, to share information and communicate lessons	Review systems involved with health and safety and staff/student engagement and refine how health and safety information and data are communicated.	H&S Communications Plan	Ongoing effort to improve health and safety communication via UC communication tools/processes. QR Codes for Assura reporting have been posted in high-traffic areas around campus. Campus Rhythmn includes information to improve student awareness and engagement with	Continuous improvement phase A follow-up Think First (winter edition) campaign will run in Semester Two. Facilities Management is working on adding QR codes to all the Emergency	Ongoing	↔	

Plan		Do	Check	Progress				
Strategic Pillar	Objective			Completed	In progress (2024)	Delivery	Risk Status	Comment
	learned			Assura. The Communications Team runs the Think First (summer edition) campaign for Semester 1 students. This campaign highlights general safety and well-being information and includes information on reporting health and safety hazards/incidents in Assura.	Management Boards around campus. This will be a 12-18-month project. As an interim solution, QR code stickers will be placed on building entrance doors.			
	2.2 We are assured that our industry partners/PCBUs with whom we share health and safety duties have systems in place to protect the health, safety, and well-being of our people	Pursue opportunities for wider sector sharing of information related to critical risks and other joint health and safety goals.		UC shares knowledge and learnings through various forums and maintains ongoing relationships with UCSA and Accommodation providers. The UC Staff Wellbeing Leads and H&S Business Partners attend hui/workshops with the NZ University Wellbeing Group.	Ongoing effort to engage and support UC partners where shared health and safety duties exist.	Ongoing	↔	
3. Effective systems	3.1 Governance groups and all people leaders have insight into health and safety risks and management performance.	Develop performance metrics focusing on positive/proactive health and safety behaviours (lead indicators) and start measuring and reporting performance.	Monthly/periodic business reporting	Monthly SLT/Council H&S Report. Real-time business reporting-live dashboard (H&S performance) now available to all Staff on the intranet.	Completed-Continuous improvement phase	N/A	↔	
	3.2 Effective H&S systems and tools provide an organisation-wide view of health and safety risk and compliance	Adopt ISO 45001/45003 as the standard for OHS and take an integrated systems approach, drawing on the most relevant elements of international management standards.	Self-assessment against ISO standards	Gap analysis of current system documentation completed. H&S Framework is articulated to the university. HS&W Policy was reviewed/updated in 2021. The documentation of the Health and Safety Management system undergoes regular review and is updated as needed. The Health, Safety, and Well-Being Audit report (HSE Global, Feb 2024) confirmed that the university's documented H&S management system is very mature.	Completed-Continuous improvement phase-periodic updates to H&S Management System Documentation	N/A	↔	
		Implement the Assura health and safety reporting system	System is implemented	Assura system implementation completed in December 2021	Completed – Continuous improvement phase	N/A	↔	The H&S Office is developing a new central register in Assura to record PECPR (Pressure Equipment, Cranes, and Passenger Ropeways)

Plan		Do	Check	Progress				
Strategic Pillar	Objective			Completed	In progress (2024)	Delivery	Risk Status	Comment
				<p>Student integration into Assura was completed on 19 January 2023.</p> <p>Develop Assura workflow for student reporting.</p> <p>The Chemical Process and Engineering (CAPE) "orange card" (student safety assessment) workflow has been successfully rolled out in the School.</p> <p>The Executive Health and Safety Plan workflow has been completed.</p> <p>The Assura Fieldwork planning and approval system went live on 28th July.</p>				<p>certifications. This register will replace a range of Excel spreadsheets from the faculties and FM and be used for assurance.</p>
	3.3 Legislative compliance is verified, and recommendations for improvement translate into actions and continuous improvement	Deploy an internal compliance programme for all regulatory compliance requirements.	<p>Implement the Safe365 programme.</p> <p>Verification of adequate health and safety processes and culture via verification audits and inspections</p>	<p>Safe365 super-users have been identified and trained to maintain the Safe365 dashboards.</p> <p>Executive leaders and the Faculty Managers/Directors have incorporated Safe365 objectives into their Faculty/Service Unit's Executive H&S Plan/s.</p> <p>H&S Audit by HSE Global- On 26 May, Paul O'Flaherty discussed the report with the Senior Leadership Team.</p>	<p>Quarterly reviews and reporting will ensure continued progress.</p>	Q4		<p>UC Safe365 aggregate score has improved from November 2023 (52%) to 59% (YTD). We are on track to achieve the organisational KPI (65%) by 2027. The Tertiary Sector benchmark is 55%. The H&S Office aims to provide a report to SLT/Council in November.</p>
	3.4 Increased Risk Mindfulness and embed a Critical Risk Management Framework	Co-design critical risk (high-consequence hazards) management framework (aligned to UC Risk Management Framework) and implement Control Plans for critical health and safety risks	<p>Risk reviews and control plans completed for T5 risks.</p> <p>Conformance reporting on T5 risks</p>	<p>Bow tie risk assessments completed for T5 risks.</p> <p>DSOs reviewing risk registers and undertaking risk control reviews (ongoing)</p> <p>Assurance framework developed- existing systems and processes related to T5 management.</p>	<p>The Senior Leadership Team is developing a draft action plan to address audit recommendations.</p>	Q3		
				<p>Bow tie risk assessments completed for T5 risks.</p> <p>DSOs reviewing risk registers and undertaking risk control reviews (ongoing)</p> <p>Assurance framework developed- existing systems and processes related to T5 management.</p>	<p>Identify fundamental changes for T5 management- develop a Critical Risk Control Standard in Assura for each T5 risk.</p> <p>Ongoing effort- Verification of T5 risk control actions is underway to assess</p>	<p>Project completion end of Q4</p>		<p>Work on the Critical Risk Standards is ongoing.</p>

Plan		Do	Check	Progress				
Strategic Pillar	Objective			Completed	In progress (2024)	Delivery	Risk Status	Comment
				<p>A repository/workflow has been developed in Assura to record T5 risk controls and risk control verification reviews.</p> <p>Our Health and Safety team is rolling out three key plans- Safe 365, T5 (Critical Risk), and Executive Health and Safety- by the end of the year. These plans work together closely, meaning that the goals and measurements for each are connected and rely on one another. The Senior Leadership team receives a monthly progress report, which tracks performance across each faculty/service unit grouping.</p>	<p>the effectiveness of the barriers that eliminate and minimise threats and consequences and assure T5 risk management.</p> <p>Facilities Management is establishing Key Risk Review Groups, which commence in February. These groups will examine our compliance with legislation, including Asbestos Management, Fire Safety, Electrical Safety, and Seismic and Structural conditions.</p>			

August 2024

Introduction

On 21 August the University Advisory Group (UAG) visited UC as part of their ongoing efforts to ensure all universities have an opportunity to inform and shape their thinking. They met with various UC leaders, research students, academics, and the UCSA Executive Committee to gain a deeper understanding of the unique strengths, challenges, and opportunities at UC. This visit preceded the Phase 2 submissions to UAG due on 30 August.

UC hosted our largest ever Rā Tōmene | Open Day on 30 August with over 5000 prospective students and their whānau registering to visit campus. This, our biggest recruitment event of the year, gave prospective students the opportunity to explore UC and gather information to help them make decisions on their future tertiary education.

Engagement

On 5 August, 26 not-for-profit (NFP) organisations joined in UC's Volunteering Expo. NFPs from Ōtautahi Christchurch and Waitaha Canterbury connected with UC staff and students, sharing opportunities to volunteer and make a difference in our community.

Ōtautahi Christchurch has been named in the Top 100 Best Student Cities worldwide. This helps build the city's reputation as a study destination, at a time when prospective students are considering where they will enrol for tertiary education

WORD Christchurch 2024 created a buzz in the city during 27 - 31 August. UC hosted the *Inspiring Minds* event, where over 240 secondary school students engaged with authors and poets. Among the guests was Thomas Udall, the United States Ambassador to New Zealand and Samoa, who was in Christchurch to introduce American author and 2024 participant Sasha LaPointe at WORD. UC was a proud principal sponsor of the festival, and the programme featured many UC alumni, staff and former Ursula Bethell writer-in-residence. UC was also a partner for the *Strong Female Characters* session with award-winning writer Emily Perkins and renowned filmmaker Christine Jeffs.

In June 2022, UC entered an agreement with Piki Films which was UC's first commercial relationship under the Kōawa banner. The New Zealand production company was a tenant in the Ōrākipaoa building on UC's Dovedale campus while making the film *We Were Dangerous*, which was released on 22 August.

On 8 August I gave a presentation titled "*Educational Leadership: Fundamentally Future focussed and Optimistic*" as part of the Canterbury West Coast Secondary Principals' Association conference in Methven.

Education – Accessible, Flexible Future Focussed

As the first half of Semester 2 came to an end, there were many assessments, projects and activities keeping students and staff busy.

There were several opportunities to showcase University of Canterbury’s accessible, flexible, and future-focussed approach to learning and teaching when UC hosted several Deputy Vice-Chancellors Academic from Australia who are part of the Australian Technology Network of Universities (ATN). ATN is a body that focusses on innovative universities in research and teaching. UC highlighted the Kia Angitu programme with a specific focus on ACE Teach, PALS, and the use of data to improve student outcomes. Tuihono | UC Online was also of particular interest, especially in the focus on life-long learning and engagement with industry. A highlight was having some of our academic staff involved in the hui who have championed many of the programmes and who have changed outcomes for their students.

Many faculties are finalising curriculum changes for 2026 with changes in courses and programmes. There were a number of Graduating Year Reviews (GYR) carried out over the past month. The GYR process is the final stage of a new qualification whereby the programme is reviewed following its first graduating cohort. The process allows the faculty and students to reflect on whether programme outcomes have been met and to consider changes. It is part of the overall cycle of continuous improvement. Graduating reviews were conducted for programmes across Education, Arts, Engineering, Business and Science in the most recent round. They will be reviewed as part of the Committee for University Academic Programmes (CUAP) work.

A news report in the Greymouth Star highlighted UC’s commitment to accessible education for students living on the West Coast. Zakkia Waipouri, a student with an autoimmune disease, was unable to attend campus-based classes in Christchurch due to her health. She enrolled in and successfully completed a Certificate in Criminal Justice through Tuihono | UC Online. Achieving her online qualification gave her the confidence to “dream bigger” and she now intends to continue her studies in Christchurch with support from UC’s disability services and our flexible learning options.

An annual event that is a highlight each year is the International Warman competition, where second year mechanical engineering students engage in assessed activities, that for some result in competing internationally. The assessment activities reflect the innovative thinking that students are involved in that advance knowledge for themselves and others.

Research – Impact on a Changing World

The finals for UC’s Three Minute Thesis, and prizegiving for Visualise Your Thesis and Exhibit Your Thesis competitions were combined for the first time in August. The competitions, as part of Whakāturanga Rangahau | Research Student Showcase, celebrate postgraduate study, challenging doctoral and master’s students to communicate their research to a general audience. First place winners, Brittany Ogden-Travis (Three Minute Thesis), Kirsty Newman (Visualise Your Thesis), and Katherine Revell (Exhibit Your Thesis), will go on to compete in the Asia Pacific virtual event finals hosted by the University of Queensland.

Professor Santiago Pujol was announced as the new Te Hiranga Rū QuakeCoRE Director, commencing January 2025. QuakeCoRE is a Tertiary Education Commission Centre of Research Excellence (CoRE) hosted at UC since 2016. Its goal is to ensure that Aotearoa New Zealand is at the global forefront of earthquake disaster resilience. It has received over \$50 million of research funding during 2016 - 2027. He takes over from Professor Brendon Bradley who has been both the deputy director and director since it started.

Associate Professor David Dempsey is leading groundbreaking research in volcanic eruption forecasting using AI. By analysing real-time seismic data from various volcanoes worldwide, their machine learning models can recognise patterns that indicate approaching eruptions, potentially providing several days of advance warning. This is a good example of an AI powered breakthrough where we are engineering the now and the future to save lives.

The Faculty of Health hosted a 75-person symposium titled “*Oranga: A Canterbury Waitaha Symposium of Health & Wellbeing Research*”. They had a variety of speakers from Canterbury and across New Zealand.

On 26 August the Te Kaupeka Ako | Faculty of Education held its inaugural Faculty-wide Research Symposium. There were over 60 attendees with presentations by recipients of Faculty-funded research projects, doctoral students presented research posters, and a panel formed from the Faculty’s professoriate answered questions submitted by staff and students under the theme of “*Ask Me Anything*”.

Professors Alex James, Anne Bower and colleagues had their work profiled in Nature Briefings looking at gender bias in different research fields. They found that the more women there were in a field, the lower the overall grant application success rate and evaluation of researcher quality, according to the analysis of data from more than 30 countries.

An article in The Press reported that UC postgraduate student, Emma Arvidson, created powdered instant oat milk. Starting with her Masters in Product Innovation at UC, she received \$20 000 funding from KiwiNet and commercialised the project with support from her mentor and trialled her invention with Callaghan Innovation. She has started a business, Teiny, offering a plant milk alternative that is healthier than regular plant milk and packaged more sustainably. Teiny received \$5000 from the King’s Trust, and Emma is a finalist in the Foodstuff’s emerging supplier competition with the potential of offering Teiny to New World supermarkets next year. Online sales for Teiny are planned for February 2025, with more commercial plans in the pipeline.

People – Nurturing Staff, Thriving Students

People and Culture piloted a peer-led, small group coaching programme to develop Project and Change Management skills for staff managing small, business-as-usual projects or initiatives. Participants worked in groups planning real-life projects over the course of eight weeks. The coaching focused on robust planning and deliberate consideration of the people impacts of the planned initiative as the key ingredients for successful implementation. Feedback was positive, and the programme will now be offered on an ongoing basis.

Other new programmes offered to staff in leadership roles *include Communication Strategies for Leaders*, and *The Coaching Collection – Effective Coaching Behaviours, Coaching Skills and Constructive Conversations*, and *Coaching and Feedback Practice*.

The core online training module about the Staff Code of Conduct was recently distributed to staff. The module is designed to provide an understanding of the Staff Code of Conduct and staff members’ responsibility to treat people with respect, impartiality, courtesy, and sensitivity. The course covers various topics, including identifying breaches of the Code and how to manage them. It also summarises University policies that fall within the scope of the Code.

At the recent Asia Pacific Student Accommodation Association (APSAA) Conference, Greg Scott (Director Accommodation Services) and Abigail Frederikse (Accommodation and Campus Life Manager) presented a paper in conjunction with UniLodge from an investigation into future models of student leadership in halls of residence. UC’s Senior Accommodation Advisor, Andrea Schoorl, was also the recipient of the Fred Johnson Award for Professional Achievement in Aotearoa and Greg Scott received the ACUHO-I New Professional Award.

UC's annual 2-day career planning workshop, *Planning Your Career Advancement*, aimed at academic staff within the first five years of their career, was held in August. 21 staff from across the university enthusiastically engaged with the content, senior leaders and other presenters, and each other. MS Teams will be utilised to keep the cohort in touch and enable collaboration as well as promoting ongoing professional development activities.

Internationalisation – Locally Engaged, Globally Networked

While in Japan, Executive Dean of Education Professor Joce Nuttall signed a renewed Memorandum of Understanding with Sendai University's Chairman Taiji Hozawa and President Dr Hitoshi Takahashi. UC's relationship with Sendai dates from the almost simultaneous natural disaster experiences of both cities in 2011.

On 5 August UC hosted NAFSA: Association of International Educators' Executive Director and CEO Dr Fanta Aw on campus. NAFSA is the world's largest non-profit association dedicated to international education and exchange. We invited Dr Aw to share her experience and knowledge of the value of international students and supporting their success, and she gave a talk on *"Supporting International Student Success"* which was open to all interested staff.

Four UC staff spoke at the New Zealand International Education Conference (NZIEC) in Wellington: Assistant Vice-Chancellor Engagement Brett Berquist, Professor Clemency Montelle, International Student Experience Coordinator Professor Mengping Cheng and Internationalisation Officer Micky Lu. The purpose of the conference is to enable engagement across New Zealand's international education sector with a view to sharing good practice and exploring strategies for future growth and development.

On 30 August the Advancement team hosted a table at the Malaysian Business Council annual dinner to maintain and build on the relationship with our Malaysian alumni. I shall be visiting various centres around Malaysia during the week of 23 September to host alumni events and meet with key partners in Malaysia to further strengthen UC's bond with the community. My visit will include meetings with the Vice-Chancellor of the University of Malaysia and the President of the National University of Singapore (during a stopover en route back to Christchurch).

Organisational Efficacy – of a sustainable scale by 2030

The Enterprise Business Capability Project (EBC) commenced work on the key foundations for the overall architecture being the foundation data model across the whole of the Finance and Human Capital Management piece and the job architecture relating to organisational framework. Within the broader EBC project contract negotiations are underway with the preferred payroll vendor.

The Data and Analytics team, with cross-functional support from Finance and others, have successfully transitioned or retired over 200 reports from Cognos to Power BI. This efficiency drive has not only streamlined UC's analytics framework, reducing duplication and enhancing process efficiency, but also achieved a cost saving of approximately \$63 000 annually by phasing out Cognos.

Tupuārangi Student Accommodation is making progress with foundation screw piles already underway. In a collaboration between the Civil and Natural Resources Engineering Department and the Facilities Management service unit, a tutorial about construction foundations was held at the Tupuārangi building site for 45 fourth year Civil Engineering students.

Members of the Process Improvement, People and Culture, and Learner Success teams met with the Senior Leadership Team in August to discuss the results of Question 14 of the 2024 Staff Survey, *"UC systems and processes support me to get work done effectively"*, which received the lowest rating of the survey questions. Three process areas of most concern across UC were identified and a series of focus groups will be held to understand and resolve the specific challenges in each, including improving and redesigning processes as required.

A UC Process Improvement Community of Practice is also being created, with the initial cohort of participants being invited from areas that have a direct impact on student experience and revenue generation. Participants will gain experience in documenting processes and procedures with applicable tools and resources and will have the opportunity to collaborate with others in similar roles across UC, which will help lift overall UC process maturity and support achieving our organisational efficacy goals.

The University's investment in the Digital Screen programme and Kōawa Creative Technologies Precinct is now in its third year. The spaces and facilities now available for student use include:

- Ōtakaro: graphics and visual effects suites, edit suites, colour grading suite, PC and Mac computer labs, motion capture space, art room, stop motion animation space, classrooms, collaborative work spaces, two lecture theatres, staff offices, postgraduate space.
- Jack Mann: one green screen stage and one virtual production stage.
- Wairākei: Dolby standard recording studios, voiceover booths, sound editing and mixing suites, Foley sound effects room.

BAFTA nominated Stretchy Productions, makers of popular stop motion animation series Kiri & Lou, moved into the Ōtakaro Annex on 2 September where they will make their first feature film. The partnership agreement with Stretchy includes guest lectures, workshops and work experience opportunities for students.

Environmentally Sustainable

The recent tertiary sector climate adaptation analysis for all New Zealand universities and Wānanga, which models 4 future scenarios at different levels of global warming, has been shortlisted for a major sustainability award. A submission based on the scenario titled *From Sweet As to Oh Bigger – Sector-wide climate scenarios*, has been shortlisted in the Powerful Partnerships category of the national Green Gown Awards. UC hosted regional workshops and contributed to the report, which highlights the role of New Zealand's tertiary sector to champion climate mitigation now and for the future.

The Communication team ran a Sustainable Development Goals (SDG) Awareness campaign during August. They featured a month of stories from UC and organised events such as the externally facilitated SDG Game for the students. In this exercise students worked on different global climate scenarios together in teams to understand global impacts of changes in other national strategies.

The third New Zealand Hydrogen Symposium (NZHS 2025) was announced this month, which will be hosted by The Sustainable Energy Research Group in Civil and Natural Resources Engineering. In this conference we are bringing together the latest work supporting the development and deployment of hydrogen for de-fossilisation. Applications closed on 31 August.

Bachelor of Electrical and Electronic Engineering (Hons), and a Diploma of Global Humanitarian Engineering student, Leonardo Bolstad, attended the UN Economic and Social Council (ECOSOC) Youth Forum. This story was part of UC's Sustainable Development Goals (SDG) communications campaign running throughout August. Chosen from 6000 applicants, Bolstad was the only Kiwi among 500 youth delegates at ECOSOC.

Memorandum/Pukapuka



To:	Ki:	University Council
From:	Nā:	Professor Cheryl de la Rey, Vice-Chancellor
Date:	Rā:	20 August 2024
Subject:	Kaupapa:	Academic Board report

Recommendations:

That Council notes:

- *the 9 August 2024 Academic Board Report (attachment 1);*

Executive Summary:

The Board endorsed a CUAP proposal, an AI position statement, received the Academic Freedom policy approved by the Council and by majority vote supported a motion to advise Council to consider UC:

Disclose University ties to identify any financial investments, research collaborations, or contractual agreements with institutions or corporations that are complicit in Israel's violations of Palestinian human rights and breaches of international humanitarian law.

Divest from corporations that are complicit in Israel's violations of Palestinian human rights and breaches of international humanitarian law. End any existing contracts with these companies and pledge not to enter into new agreements with them.

Suspend any academic or cultural collaborations with Israeli universities or other institutions that are involved in the development of military technologies or doctrines that contribute to Israel's violations of Palestinian human rights and breaches of international humanitarian law.

Attachments:

- **Attachment 1: Academic Board Report from 9 August 2024.**
- **Attachment 2: CUAP proposals.**

Full papers commence overleaf.

ATTACHMENT ONE



TE POARI AKORANGA | ACADEMIC BOARD

REPORT TO THE COUNCIL

FROM A MEETING OF THE ACADEMIC BOARD

HELD ON FRIDAY 9 AUGUST 2024

CUAP PROPOSALS

A proposal for a new PhD subject Renewable Energy Engineering was presented and endorsed.

ACADEMIC FREEDOM POLICY

The amended policy was received. A member asked what the intended trigger was for a matter to be assessed as to whether it was a case of Academic Freedom or not as this had the potential to become an onerous task. The Vice-Chancellor responded that if this became onerous this part of the policy could be reviewed.

POSITION STATEMENT ON AI

The Deputy Vice-Chancellor Academic spoke to the Position Statement which had been revised in the light of comments at the previous meeting. Following further discussion the statement was endorsed.

DISCLOSE, DIVEST AND SUSPEND

Associate Professor Moses presented an amended motion following discussion at the previous meeting. He said that the motion aligned with the Academic Board terms of reference and that the motion had been narrowed from the previous six items to three and that he had removed references to the BDS movement, in line with the previous discussions. He considered that the Board should take a stand on this matter as the University should not be engaging with institutions involved in violations of human rights that are contrary to UC values, that as a Treaty-led organisation, UC should recognise racism and the need to build a peaceful solution to conflict, that out of a duty of care and respect the University should stand in solidarity with our students who have been impacted by events in Gaza and with academic colleagues in Gaza and that there was a reputational risk to UC carrying on with business as usual in the face of crimes against humanity. He acknowledged that the debate was challenging and controversial and that it would be a decision for Council to ultimately decide.

Members asked the following questions:

- Why should Academic Board take a stand on this conflict and not on any violation of human rights?

Associate Professor Moses said that he would be supportive if other members wished to take a stand on other conflicts, but that the conflict in the Middle East was the most serious breaches of international law at present.

- The motion talks about institutions or corporations that are complicit in breaches of human rights – is there a legal definition for ‘complicit’? The wording is too vague and action may not be taken because it is not clearly defined.

The motion is proposed to reflect UC’s values and ideals but determining how and whether the different actions are realised will be a decision for the University Council – there are no fixed set of outcomes. Identifying ties is hugely challenging and operationalising each aspect of the motion may not be possible. Reaching a standard of proof is an ongoing process.

- Does he think that there may be consequences for current students if UC suspends collaborations with universities or institutions in this way? Will there be an impact on students seeking employment if UC takes a stand to divest from large corporations?

This campaign is not targeted to individuals and is not intended to limit academic freedom. It would be disappointing if a potential employer held students to account for a university position. The campaign is not intended to impact the University’s finances.

- Why is the current [statement from the Vice-Chancellor](#) insufficient?

This takes the response further to allow material steps to be taken to break ties.

The Vice-Chancellor called for a secret ballot as she had received communication that some members wished to be assured that they would be free to express their view.

Moved:

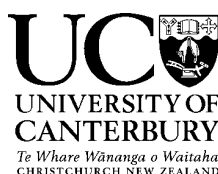
That the Academic Board advises the Council of UC to:

Disclose *University ties to identify any financial investments, research collaborations, or contractual agreements with institutions or corporations that are complicit in Israel's violations of Palestinian human rights and breaches of international humanitarian law.*

Divest *from corporations that are complicit in Israel's violations of Palestinian human rights and breaches of international humanitarian law. End any existing contracts with these companies and pledge not to enter into new agreements with them.*

Suspend *any academic or cultural collaborations with Israeli universities or other institutions that are involved in the development of military technologies or doctrines that contribute to Israel's violations of Palestinian human rights and breaches of international humanitarian law.*

Carried: 36 in favour, 11 against, 6 abstentions



Doctor of Philosophy in Renewable Energy Engineering

Template 1.

EXECUTIVE SUMMARY

The purpose of this proposal is to introduce a subject qualification, Renewable Energy Engineering, to the degree of Doctor of Philosophy (PhD).

The proposed PhD in Renewable Energy Engineering is aligned with UC's Strategic Vision. Renewable energy is a growth area, and a current focus area for the University. Worldwide, jobs in the sector of renewable energy have grown from 7 million in the year 2012 to 14 million in 2022 (IRENA, 2023) and are expected to grow further to 100 million by 2030 (gridX, 2023). The demand for graduates with a specialisation in renewable energy should be proportional to this order of magnitude growth to advance the global energy transition.

Colleagues across the Faculty of Engineering are actively pursuing research in renewable energy. We believe our proposal is a strategic addition to the current PhD subject offerings, as well as our current programmes in renewable energy at UC.

1. Financials

	2025	2026	2027	2028
Net surplus/deficit after overhead recoveries	84000	181000	291000	415000
Headcount forecast (annual)	5	11	16	23

2. Programme Overview

Regulations and programme structure for the new PhD subject would be the same as for other PhD subjects at UC. These are outlined online: <https://www.canterbury.ac.nz/content/dam/uoc-main-site/documents/pdfs/a-regulations/qualification-regulations/academic-regulations-doctorate-PhD.pdf.coredownload.pdf>

I move 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
4.0 4.1	Minutes Confirm public excluded minutes of 19 August 2024	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	Refer to previous minutes
5.0 5.1 5.2	Matters Arising Action Schedule Information Papers	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)
6.0 6.1 6.2 6.3	Digital Screen Digital Screen Establishment Board Quarterly Report Digital Screen Mid-Programme Review Digital Screen Package 2 Detailed Business Case	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
7.0 7.1 7.2	Health & Safety Monthly Health & Safety Verbal Update H&S Audit – Actions Progress Update	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)
8.0 8.1	Arbitration Arbitration Matter Strategy Verbal Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
9.0 9.1 9.2 9.3 9.4	Finance & Major Projects Student Accommodation JV 30 June 2024 Summary Consolidated Financial Statements 31 August 2024 Financial Report 2024/2025 Insurance Renewal	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
10.0 10.1	Strategy & Planning Draft Triennial Plan 2025-2027 (incl 2025 KPIs)	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
11.0 11.1	Digital Services Digital Transformation 6-Monthly Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
12.0 12.1 12.2 12.3 12.4 12.5 12.6	From the Chancellor Chancellor Meetings & Correspondence Verbal Update Final October Strategy Day Agenda Council Workplan 2024 Update Draft Council Workplan 2025 Notice of Pro-Chancellor Election in November Notice of Committee Elections in November	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
13.0 13.1 13.2 13.3	From the Vice-Chancellor Vice-Chancellor's Monthly Report Upcoming UC Events Academic Board Minutes 12 July 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)

14.0 14.1	Other Naming Rights Policy Review	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
15.0	General Business	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
16.0	Council-Only Time	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)

I also move 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.