

COUNCIL

Public Meeting Minutes

Te Kaunihera o Te Whare Wānanga o Waitaha



DATE	Thursday 27 March 2025
TIME	9:00am
VENUE	Council Chamber, Level 6, Matariki Building
PRESENT	Hon. Poto Williams (Chair), Professor Cheryl de la Rey, Vice-Chancellor, Professor Jack Heinemann, Ms Keiran Horne, Mr Bruce Irvine, Mr Luc MacKay, Ms Rachel Robilliard, Ms Gillian Simpson, Ms Lisa Tumahai (via Zoom), Ms Catherine Woods.
IN ATTENDANCE	Dr Michael Edmonds, Associate Professor Alison Griffith, Professor Lucy Johnston, Deputy Vice-Chancellor (Research), Mr Grantley Judge, Governance & Compliance Manager, Ms Adela Kardos, General Counsel & Registrar, Mr Keith Longden, Executive Director Planning, Finance and Digital Services, Professor Catherine Moran, Deputy Vice-Chancellor (Academic), Mr Paul O’Flaherty, Executive Director People, Culture and Campus Life.
APOLOGIES	Hon. Amy Adams (Chancellor). The Pro-Chancellor chaired the meeting due to the Chancellor being on annual leave.
WELCOME	The Pro-Chancellor opened the meeting with a Karakia.
REGISTER OF INTERESTS	The Pro-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 20 February 2025 <u>Moved:</u> <i>That the minutes of the meeting held on 20 February 2025 be confirmed as a true and correct record.</i>

Carried

MATTERS ARISING

Action Schedule

There were no matters arising.

FROM THE PRO- CHANCELLOR

Degrees Conferred in Absentia

It was noted that the Executive Committee, on 10 March 2025, approved the March list of degrees to be awarded in absentia, in order to make the graduation programme printing deadline.

FROM THE VICE- CHANCELLOR

Vice-Chancellor's Monthly Report

The Vice-Chancellor presented her report, including a health and safety update, and responded to questions.

Moved:

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

Carried

Academic Board Report

Associate Professor Alison Griffith presented the Academic Board Report and responded to questions.

Moved:

That Council notes:

1. *the 21 February 2025 Academic Board Report.*
2. *the proposals to introduce the following new qualifications, which have been endorsed by the Academic Board and reported to the Committee on University Academic Programmes on 1 March 2025:*
 - a. *Diploma in University Studies.*
 - b. *Bachelor of Health, Certificate in Health, Diploma in Health, Graduate Certificate in Health, Graduate Diploma in Health.*
 - c. *Conjoint Bachelor of Social and Environmental Sustainability and Commerce.*

Carried

Dr Edmonds and Associate Professor Griffith left the meeting.

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	Council & Vice-Chancellor 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)
5.0 5.1	Minutes Confirm public excluded minutes of 20 February 2025	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	Refer to previous minutes
6.0 6.1	Matters Arising Action Schedule	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	Health & Safety Monthly Health & Safety Written Report	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 8.3 8.4 8.5 8.6	Audit & Risk Committee Audit & Risk Committee Report (10 March 2025) Verbal Update Representation Letters Audit Fraud Questionnaire Annual Report 2024 for Approval Delegation of Authority to Approve Annual Report Post Meeting Audit Clearance & Audit Opinion	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	Capital & Investment Committee Capital & Investment Committee Report (10 March 2025) 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)
10.0 10.1 10.2 10.3 10.3.1 10.3.2	Planning, Strategy & Finance Monthly Financial Update (February 2025) 6-Monthly Annual Leave Liability Report Contracts Beyond Vice-Chancellor's Delegation of Authority Electricity Contract Procurement Payroll Software Contract	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	From the Pro-Chancellor April Council Strategy Day Agenda & Venue Workshops' Purpose Council Updated Workplan 2025	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	From The Vice-Chancellor Vice-Chancellor's Monthly Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

13.2	Academic Board Minutes 8 November 2024	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)
14.0	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)
15.0	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)

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.

Carried

GENERAL BUSINESS There were no items of general business.

NEXT MEETING The next Council meeting will be held on Thursday 15 May 2025 at 9:00am in the Council Chamber.

MEETING CLOSED The public meeting closed at 12.37pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____

COUNCIL ACTION SCHEDULE
from the meeting held on 27 March 2025
(new and updated actions are shown in red)

	Action	By Whom	Due Date	Expected
1.	No action items.			