

# COUNCIL

## Public Meeting Minutes

### Te Kaunihera o Te Whare Wānanga o Waitaha



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<b>DATE</b>	Wednesday 8 November 2023
<b>TIME</b>	10:00am
<b>VENUE</b>	Council Chamber, Level 6, Matariki Building
<b>PRESENT</b>	Ms Amy Adams (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Mr Pierce Crowley, Mr Roger Gray, Mr Jack Heinemann, Ms Keiran Horne, Ms Rachel Robilliard, Ms Gillian Simpson, Mr Warren Poh, Ms Lisa Tumahai, Ms Catherine Woods.
<b>IN ATTENDANCE</b>	Ms Adela Kardos, General Counsel & Registrar; Mr Keith Longden, Executive Director Planning, Finance & Digital Services; Professor Catherine Moran, Deputy Vice-Chancellor (Academic); Mr Paul O’Flaherty, Executive Director People, Culture and Campus Life; Ms Alison Griffith, Associate Professor; Mr Grantley Judge, Governance and Compliance Manager.
<b>APOLOGIES</b>	Ms Lisa Tumahai for early departure (12:30pm) – to host National Iwi Chairs’ Forum.
<b>WELCOME &amp; FAREWELL</b>	The Chancellor opened the meeting with a karakia. The Chancellor welcomed Ms Lisa Tumahai to her first meeting and farewelled Mr Peter Ballantyne, Mr Warren Poh and Mr Pierce Crowley and thanked them for their extraordinary service.
<b>REGISTER OF INTERESTS</b>	The Chancellor requested that the Registrar be advised of any amendments to the Register of Interests. Ms Lisa Tumahai’s interests had been received and would be added to the register.
<b>CONFLICTS OF INTEREST</b>	No conflicts of interest were advised.
<b>MINUTES OF THE PREVIOUS MEETING</b>	<b>Confirming the Minutes of the meeting held on 11 October 2023</b> <u>Moved:</u> <i>That the minutes of the meeting held on 11 October 2023 be accepted as a true and correct record.</i>

Carried

## MATTERS ARISING

### Action Schedule

There were no matters arising.

## FROM THE CHANCELLOR

### Degrees Conferred in Absentia

Moved:

*That Council approves the degrees to be revoked and awarded in absentia for the public record.*

Carried

## HEALTH & SAFETY

### Monthly Health and Safety (H&S) Report

Mr Paul O’Flaherty, Executive Director People, Culture and Campus Life spoke to the item. It was noted that:

- capital project H&S issues would be included in monthly reporting to Council;
- students were to be made aware of the Assura H&S app during February 2024 orientation week;
- a specialist from the H&S team had been seconded to the Faculty of Science to review all practices relating to hazardous substances; and
- gas alarm reliability was an area of ongoing focus in Science and Engineering. Council requested more reporting, in due course, on the Faculty of Science project to keep Council informed.

Moved:

*That Council notes:*

1. *the progress, understanding and management of health and safety risks across the organisation; and*
2. *that statistical health and safety reporting (metrics) are retrospective.*

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:

- A number of Council members attended the 150<sup>th</sup> Anniversary Alumni and Community Weekend on 27-29 October 2023;
- following the success of the 150<sup>th</sup> year celebrations, the Engagement Team would assess which events would merit repeating on a regular basis;
- a student ambassador pilot programme had been launched to assist international students to assimilate into University life; and
- the Director of Facilities Management, Keith Lilley, would present the Facilities Management action plan to Council in the first half of 2024.

Council congratulated the Vice-Chancellor and her team on the calibre of the 150<sup>th</sup> anniversary events held during the year. The chance for

alumni and the community to reconnect with UC was well received. UCSA was also praised for its clubs that supported students' wellbeing.

Moved:

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

Carried

## ACADEMIC BOARD Academic Board Report

Associate Professor Alison Griffith spoke to the report.

The Board Report was noted and no questions were raised.

Moved:

*That Council notes:*

1. *the 13 October 2023 Academic Board Report; and*
2. *the three qualification deletions (as endorsed by the Academic Board and which have been reported to the Committee on University Academic Programmes (CUAP)):*
  - a) *Graduate Diploma of Teaching and Learning (Secondary);*
  - b) *Master of Business Management; and*
  - c) *Master of Financial Management, which no longer has student enrolments and has been superseded.*

Carried

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 4.1	<b>Minutes</b> Confirm public excluded minutes of 11 October 2023	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	<b>Matters Arising</b>	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	<b>Strategy</b> Triennial Plan (2024-2026) Strategy Implementation Q3-2023 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)
7.0 7.1 7.2	<b>Budget</b> University Budget 2024 (plus Indicative Budgets 2025 & 2026) Consolidated UC and Trusts 2024 Budget (plus Indicative Budgets 2025 & 2026)	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	<b>Business Cases &amp; Related Items</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.1	Student Accommodation	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)
8.1.1	Summary of Procurement & Probity Arrangements		
8.1.2	Student Accommodation Programme Options		
8.2	Enterprise Business Capability Business Case		
8.3	Digital Screen Package 2 Indicative Business Case & Design Funding		
9.0	<b>Health &amp; Safety</b>	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)
9.1	Monthly Health & Safety Verbal Update		
9.2	Facilities Management H&S Management Response		
9.3	Safe365 Summary Report		
10.0	<b>Delegations</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.1	Delegations Register Annual 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)
10.2	Delegation of Authority to Executive Committee		
11.0	<b>Chancellor</b>	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)
11.1	Chancellor Election		
12.0	<b>Audit</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
12.1	External Audit Plan for 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)
12.2	Year-End Key Accounting Issues		
13.0	<b>Finance &amp; Major Projects</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
13.1	Digital Update 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)
13.2	Major Investment Plan Quarterly Report		
13.3	30 September 2023 Fully Consolidated Financial Accounts		
13.4	31 October 2023 Financials Verbal Update		
14.0	<b>Other</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
14.1	UC Student Enrolments Analysis 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)
14.2	AQA Cycle 6 Academic Audit Final Report		
15.0	<b>From the Chancellor</b>	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)
15.1	Council Work Plan 2023/2024 Update		
15.2	Notice of Upcoming Committee Vacancies		
16.0	<b>From the Vice-Chancellor</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
16.1	Vice-Chancellor's Monthly 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)
16.2	Academic Board Minutes 8 September 2023		
17.0	<b>Council Only Time</b>	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)
18.0	<b>General Business</b>	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)

*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 19 February 2023 at 9:00am in the Council Chamber.

**MEETING CLOSED**        The public meeting closed at 3:43pm.

SIGNED AS A CORRECT RECORD: \_\_\_\_\_

DATE: \_\_\_\_\_