

COUNCIL

Te Kaunihera o Te Whare Wānanga o Waitaha

EMBARGOED UNTIL 3pm WEDNESDAY 26 AUGUST 2020

Agenda

Date **Wednesday 26 August 2020**

4.00pm

Venue Council Chamber, Matariki

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3. CONFLICTS OF INTEREST
Every Member has an obligation to declare any material interests relevant to any University of Canterbury activities and to ensure that any conflict arising from the material interests is noted and managed appropriately
4. MINUTES
4.1 29 July 2020 6-11
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6. FROM THE CHANCELLOR
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6.3 UCSA Representative on Council 13-14
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8.3 UC Trust Funds 2019 Financial Statements 42-50
9. ACADEMIC BOARD
No meeting held in August 2020

10. **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	Minutes of the meeting held on 29 July 2020 with the public excluded	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	
5.0	Matters arising from those minutes		
6.0 6.1	From the Chancellor 2020 Teaching Medal	To protect the privacy of natural persons.	7(a)
6.2	Emeritus Professor nomination	To protect the privacy of natural persons.	7(a)
6.3	Ratification of Council Decision	To protect the privacy of natural persons.	7(a)
6.4	Council Work Plan	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University. To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(f)(i) and 7(h)
7.0 7.1	From the Vice-Chancellor The Vice-Chancellor's 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)
7.2	IT Transformation Progress 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)
7.3	Ministerial Letter re closure of UC Futures GOG	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. 8.1	From the Audit and Risk Committee Draft Minutes ARC meeting 17 August 2020	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
8.2	COVID-19 Risk Register Review	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)
8.3	PCI DSS Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9. 9.1	From the Finance, Planning and Resources Committee Draft minutes FPRC meeting 17 August 2020	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
9.2	Rehua IQA5 Report		7(h)

9.3	Financial Forecast	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
10.0	General Business	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)

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.

11. REPORT FROM THE PUBLIC EXCLUDED SESSION
12. GENERAL BUSINESS
13. NEXT MEETING –Wednesday 30 September, 2020 at 4.00pm

UC COUNCIL
Register of Interests
August 2020

Name (Council members)	Date notified	Person and/or organisation with interest	Nature of interest
Sue McCORMACK (Chancellor)	2020	Canterbury Earthquakes Insurance Tribunal	Member
	2019	Canterbury Museum Trust Board	Trustee
	2009	Dress for Success	Honorary Solicitor
	2017	KiwiRail Holdings Ltd	Director, Deputy Chair
	2017	Swiftpoint Ltd	Trustee Shareholder
	2019	UC Foundation	Ex-officio Trustee
Steven WAKEFIELD (Pro-Chancellor)	2019	199 Johns Rd Ltd	Shareholder, Director
	2017	Brackenridge Services Limited	Director
	2017	Canterbury Angels Association	Founding Member, Board member
	2017	CDHB – Quality, Finance, Audit and Risk Committee	Committee member
	2017	Carolina Homes Limited	Director, Shareholder
	2019	Christchurch Cathedral Reinstatement Limited	Board member (Ex officio – CPT Rep)
	2017	Church Property Trustees of Anglican Diocese	Trustee
	2018	Co-op Money (NZ Associations of Credit Unions)	Director
	2017	Court Theatre Trust	Citizens' Trustee
	2017	Crop Logic Limited	Director, Shareholder, Chair
	2017	Deloitte Limited	Former partner (now retired)
	2019	East Lake Trust	Trustee
	2018	EVNEX Limited	Shareholder, Director
	2019	Facts Limited (Trading as Co-op Services Ltd)	Director
	2018	Foodstuffs South Island Cooperative Limited	Independent Director
	2018	Foodstuffs South Island Properties Ltd	Director
	2017	Greater Christchurch School Network Trust	Chairman of Trustees
	2019	Health One Programme Steering Group	Independent Chair
	2017	Innovative Software Limited	Director, Shareholder
	2017	INOV8 Limited	Director
	2018	Lincoln University	Graduate (Post-Grad Diploma)
	2017	Mastaplex Limited	Shareholder
	2020	Medsalv Limited	Director
	2019	Menumaster Limited	Shareholder and Director
	2018	Murdoch Manufacturing Ltd	Director
	2019	New Zealand Credit Union Baywide	Board Member
	2017	New Zealand Health Innovation Hub	Director, Chair
	2017	Nutrient Rescue Limited	Director, Shareholder
	2020	Paenga Kupenga Limited ³	Director

	2017	Ravenscar Trust	Chairman
	2017	RHOAD Limited	Director
	2017	St Barnabas Fendalton Parish	Vestry Member, Synod Rep
	2017	St Barnabas Fendalton Trust	Chairman
	2017	Sons, Christopher and David Wakefield	Students at UC
	2017	Steve Wakefield Services Limited	Director, Shareholder
	2017	Syft Limited	Shareholder
	2018	The Taurus Trust	Trustee
	2017	Townsend Fields Limited	Managing Director
	2018	University of Canterbury	Post Graduate Student
	2017	Wakefield Holdings Limited	Director
Peter BALLANTYNE	2013	Canterbury District Health Board subcommittees	Member Quality, Finance, A&R
	2019	Canterbury Scientific Limited	Shareholder via Hawkins Family Trust
	2012	Deloitte	Consultant
Liz BOND	2019	Tertiary Education Union	Member
	2019	University of Canterbury	Employee
Rachael EVANS	2020	Kereru Trust	Trustee
	2020	Law Society	Member
	2020	Te Rūnanga o Ngai Tahu	Contractor
	2020	Te Rūnanga o Ngāti Tama	Member
	2020	Whanganui Iwi	Member
John HOLLAND	2019	JCG Trustee Limited	Family trust
	2018	Carter Group Ltd	Consultant
	2018	Court Theatre Foundation	Trustee
	2018	Glasson Trustee Ltd	Director
	2020	Hickman Family Trustees Limited	Director
	2019	SIG Trustee Limited	Family Trust
	2018	Southbase Construction Ltd	Chair and Shareholder
	2019	Winders Consulting Limited	Director
	2019	Winders Investments Limited	Director
Keiran HORNE	2019	AJ & MJ Horne Family Trust	Trustee and Discretionary Beneficiary
	2019	Breastscreen Otago Southland Ltd	Director
	2019	CEC Charitable Trust	Trustee and Treasurer
	2019	Christchurch City Council	Member, External Advisory Group, Infrastructure Strategy
	2019	Coalcorp Services Ltd	Director
	2019	Conductive Education Canterbury	Treasurer
	2019	Crown Asset Management Ltd	Director
	2019	Hamilton City Council	Chair, Audit Risk Committees
	2019	Horne Wildbore Family Trust	Trustee and Discretionary Beneficiary

	2019	New Zealand Lotteries Commission	Commissioner, Chair Audit Risk Committee
	2019	Nexia Christchurch Ltd	Consultant
	2019	Quayside Holdings Ltd	Director
	2019	Quayside Properties Ltd	Director
	2019	Quayside Securities Ltd	Director
	2019	ScreenSouth Ltd	Chair
	2019	Solid Energy New Zealand Ltd	Deputy Chair
	2019	Spey Downs Ltd	Shareholder
	2020	Television New Zealand Ltd	Director
	2019	Timaru District Council	Member, Audit and Risk Committee
Tori McNOE	2020	Interim Regional Skill Leadership Group (MBIE)	Member
	2020	Momentum Investment Committee	Committee member
	2020	University of Canterbury	Student
	2020	UCSA	President
Professor Roger NOKES	2015	University of Canterbury	Staff
Warren POH	2020	Christchurch Netball Centre	Board Member
	2018	GHD Limited	Employee
	2017	E&S Hop Holdings Limited	Director
	2018	GHD Limited	Shareholder
	2017	M&W Nominees Limited	Director and Shareholder
	2020	NOSSLO Group Limited	Director
	2018	Olsson Fire and Risk New Zealand Ltd	Director and Shareholder
	2017	Ofwarren Limited	Director and Shareholder
	2020	University of Canterbury	Husband of enrolled student
Cheryl de la REY (Vice-Chancellor)	2020	New Zealand Qualifications Authority	Board Member
	2019	Universities New Zealand Vice-Chancellors' Committee	Member
	2019	University of Canterbury Foundation	Trustee (Ex-officio)
	2019	University of Canterbury Trust Funds	Vice-Chancellor
Gillian SIMPSON	2019	Anglican Schools Board	Board member
	2019	Canterbury Rugby Football Union	Independent Director
	2019	Christ's College Canterbury	Board member
	2019	Ministry of Education Statutory Services Provider	Independent contractor
	2019	New Zealand Education Scholarship Trust	Trustee
Shayne TE AIKA	2020	Rannerdale Home Care Limited	Director
	2020	Rannerdale War Veterans Home Ltd	Director
	2020	The Karshay Group Ltd	Director and Shareholder

COUNCIL

Te Kaunihera o Te Whare Wānanga o Waitaha

Minutes

Date	Wednesday 29 July 2020
Time	4.00 pm
Venue	Council Chamber, Level 6 Matariki
Present	Ms Sue McCormack (Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Steve Wakefield (Pro-Chancellor), Mr Peter Ballantyne, Ms Liz Bond, Professor Roger Nokes, Mr Warren Poh, Ms Gillian Simpson, Mr Shayne Te Aika. Via video link: Ms Rachael Evans, Ms Tori McNoe
Apologies	Ms Keiran Horne
In Attendance	Mr Paul O'Flaherty, Acting University Registrar and Council Secretary Professor Ian Wright, Deputy Vice-Chancellor (Research) Professor Catherine Moran, Deputy Vice-Chancellor (Academic) Mr Keith Longden, Executive Director, Planning, Finance and IT Mrs Raewyn Crowther, University Council Coordinator

The meeting was opened with a karakia timatanga.

REGISTER OF INTEREST	Corrections and updates were to be supplied to the Registrar.
CONFLICTS OF INTEREST	There were no conflicts advised for the public section of the meeting.
MINUTES	The minutes of the meeting held on 24 June 2020 were approved and signed as a correct record.
MATTERS ARISING	There were no matters arising.
FROM THE CHANCELLOR	Chancellor's Meetings The list of Chancellor's meetings was noted.

Moved

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

Carried

Council Work Plan

Mr O’Flaherty noted that the main focus for the workshop on 26 August would be on the partnership with Ngāi Tahu/Ngāi Tūāhuriri and would be presented by Associate Professor Te Maire Tau. The proposed workshop on space and the Dovedale campus would be rescheduled.

Moved

That: Council note the Council work plan.

Carried

Degrees Conferred in Absentia

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

Moved

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

Carried

Executive Committee Conferral of Certificates

Ms McCormack noted that the Executive Committee had been required to confer the certificates on 10 July for the Transition Graduation ceremony that had been cancelled.

Moved

That: Council note the Executive Committee decision to confer certificates in absentia and enter these into the public record.

Carried

FROM THE VICE- CHANCELLOR

Monthly Report

In inviting the Vice-Chancellor to present her report, the Chancellor congratulated her on her appointment to the board of the New Zealand Qualifications Authority.

The Vice-Chancellor presented her report, noting in particular:

- There was a heightened sense of energy with students returning to campus for semester two.
- Analysis of academic performance in semester one was underway with indications being that it compared reasonably well with earlier years.
- Academic Board held a workshop on promotion criteria.
- An online open day had been held and a traditional open day was planned in August.
- Professor Ekant Veer had been seconded to work with the VC on UC as an Engaged University and the “Christchurch Commons” proposal.
- Education:
 - The Analytics for Course Engagement tool had attracted positive media attention.

- TEC would be partnering with UC on how to improve student engagement and performance, especially where there were equity gaps.
- People:
 - An email etiquette guideline was developed to promote wellbeing.
 - The Flexible Working Policy had been revised to enable working from home.
- Internationalisation:
 - Money announced by the Minister for international education would not be accessible by universities.
 - There had been confirmation that no international students would be entering New Zealand in 2020. This would financially impact the university and reducing the forecast deficit was a focus.
 - Innovative solutions in student enrolment included online offerings and the ability for international students to commence courses online.
- Events:
 - The VC had continued to meet with city leaders.
 - The situation in relation to the Memorandum of Understanding with Hubei University had led to a change in the process for the signing of such MOUs (institution to institution).

In discussion it was further noted:

- The 17 stories of UC alumni from nine local low-decile schools would be made available to Council members.
- Children's University had gone well during the lockdown and was now active again within schools.
- Messaging around the use of drugs and alcohol and appropriate behaviour was being increased, and intensified messaging around colds and flu was planned in August.
- Academic staff were to be reminded of power and control issues with an Equity Review and Discipline Policy review underway.
- Projections had shown that 2024 would see an increase in school leavers and growth in Māori, Pasifika and immigrant enrolments with a higher proportion of first generation students. A Success Academy was being developed to enable their success.
- No research had been undertaken under the MOU with Hubei though senior leaders had visited each institution. New Zealand universities were now in discussion to identify research being undertaken, to protect New Zealand's interests.

Moved

That: Council note the Vice-Chancellor's Monthly Report.

Carried

**FROM THE
ACADEMIC BOARD**

Professor Mathew Turnbull, Head of Biological Sciences and Deputy Chair of the Academic Board presented the paper, noting that the Academic Board report included a number of new qualifications for submitting to CUAP.

He noted that:

- There was a general feeling of satisfaction with the first semester, given the circumstances.
- The new degrees included:
 - Bachelor of Environmental Science with Honours - new to New Zealand and cross-discipline
 - Bachelor of Data Science – distinctive nationally and provided potential career paths to inspire students to enrol.
 - Diploma in Advancing University Studies was aimed at international students whose previous study did not meet level 7 on the NZ Qualifications Framework.
- Expense allocation had been vigorously debated with the Academic Board accepting that this was already happening.

In discussion, the title of the Professional Master of Computer Science degree was questioned as this implied registration with a professional organisation would be required, yet no such body existed. It was intended to raise this matter at CUAP with a view to having a sector-wide revision of the use of this term. UC currently had four degrees with Professional in the title, two of which had the ability for registration with a professional body. An alternative title for this degree would be Master of Applied Computer Science and it was noted that, if the title changed, the course would need to deliver on that.

Moved

That: Council:

- i) *note the report of the Academic Board;*
- ii) *that the Council approves the following proposals and forwards them to CUAP and TEC for their approval:*

- a) *The introduction of a Diploma in Advancing University Studies;*
- b) *The introduction of a new endorsement Taha Hinengaro Health and Wellbeing Practice to the Postgraduate Diploma in Health Sciences;*
- c) *The introduction of a Professional Master of Computer Science, subject to clarification of the title at CUAP;*
- d) *The introduction of a Bachelor of Environmental Science with Honours and a Bachelor of Environmental Science*
- e) *The introduction of a Bachelor of Data Science*

Carried

Professor Nokes wished his vote against clause c) of the resolution to be noted as he objected to the term “Professional” in the title.

PUBLIC EXCLUDED MEETING

Moved

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

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4.0	Minutes of the meeting held on 24 June 2020 with the public excluded	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	

5.0	Matters arising from those minutes		
6.0 6.1	From the Chancellor Emeritus Professor Nomination	To protect the privacy of natural persons.	7(a)
7.0 7.1	From the Vice-Chancellor The Vice-Chancellor's report	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
8. 8.1 8.2 8.3 8.4 8.5	From the Finance, Planning and Resources Committee Draft minutes FPRC meeting 20 July 2020 Amalgamation of UC Trust Funds with UC Foundation UC Trust Funds Investment Recommendations Monthly Financial Report to 30 June 2020 and Financial Forecast CAPEX Quarterly Report to 30 June 2020	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University. To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(f)(i) 7(h) 7(h) 7(h) 7(h)
9.0	General Business	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

RETURN TO PUBLIC MEETING

Council returned to public meeting at 5.59pm and confirmed the awarding of Emeritus Professor status to Professor Bill Davison in the public record.

GENERAL BUSINESS

- A letter of thanks from Council to staff and students for their efforts during the COVID-19 pandemic would be sent.
- The lessons learned from the lockdown would be going to the Audit and Risk Committee
- A review of base qualifications and uneconomic courses was planned.

The meeting ended at 6.00pm.

NEXT MEETING The next meeting was scheduled for 4.00pm on Wednesday 26 August 2020.

The meeting was closed with a karakia whakamutunga.

SIGNED AS A CORRECT RECORD: _____

DATE: _____

Memorandum

Chancellor's Office

Email: chancellor@canterbury.ac.nz



To:	Council Members
From:	Sue McCormack, Chancellor
Date:	19 August 2020
Subject:	CHANCELLOR'S MEETINGS

I outline for you the key events I have attended on behalf of UC since the last Council meeting. Items marked with an asterisk indicate events at which I gave a speech. Those speeches can be found on the Council Sharepoint site.

- Met with VC and Chairs for ARC/FPRC agenda planning
- Met with new General Counsel/Registrar
- Attended Canterbury Museum Trust Board meeting
- Several meetings with the Vice-Chancellor
- Met with Council members Rachael Evans and Roger Nokes re formation of Council Sub-committee
- Attended Audit and Risk Committee and Finance, Planning and Resources Committee meetings
- Chaired a meeting of the Vice-Chancellor Employment Committee

Meetings planned between today and the Council meeting on 26 August:

- Universities New Zealand meetings:
 - Vice-Chancellors and Chancellors Joint Meeting
 - Chancellors' Group
- Regular meeting with Registrar
- Meeting with Vice-Chancellor and Registrar on graduation expectations

Sue McCormack

A handwritten signature in black ink, appearing to read 'Sue McCormack'.

Sue McCormack
Chancellor

Memorandum

Vice-Chancellor's Office

Email: adela.kardos@canterbury.ac.nz



To:	Council Members
From:	Adela Kardos, Pouroki General Counsel/Registrar
Date:	19 August 2020
Subject:	STUDENT REPRESENTATIVE ON COUNCIL

Attached is the letter received from the Returning Officer for the UCSA elections advising of the UCSA nomination of the student representative on Council.

Following voting by over 35% of the student body the 2021 UCSA Executive has been successfully elected, including Kim Fowler to the position of President.

In terms of clause 3.1(e) of the Council Constitution, the student representative on Council is “appointed following an election by the students of the University of Canterbury.” The UCSA elections meet this requirement as the total student body is eligible to participate in the elections.

Recommendation:

THAT: Kim Fowler be appointed to the University Council as the student representative from 1 January 2021 to 31 December 2021.

Adela Kardos
Pouroki | General Counsel/Registrar

Kia Ora Adela,

As the Returning officer for the 2020 UCSA elections, it is my pleasure to advise the University Council that the elections for the 2021 UCSA Executive were conducted in a fair and transparent manner, and in accordance with the UCSA Constitution.

The Elections were held for all UC Students with the UCSA receiving 5,499 votes, which is 35.13% of the student body.

The 2021 Student Representatives are:

President	Kim Fowler
Vice President	Georgie Dibble
Finance and Engagement Officer	Henry Wynn-Williams
Postgraduate Representative	Bea Holman
International Representative	Matt Wong-Kam
Equity and Wellbeing Representative	Emma Pickup
General Executive	1. Jess Macdonald
	2. Asher Herrmann
	3. Ashley Gutteridge
	4. Felix Mendonca
	5. Ryan Thomson
	6. Leo He

I hereby certify that UCSA President-elect Kim Fowler has been nominated as the student representative on UC Council.

Ngā mihi,
Meg Lee
Returning Officer 2020
University of Canterbury Students' Association

Vice Chancellor's Report to Council

August 2020

Summary

The excitement of the return to Campus life at the start of Semester 2 has been dampened by the sudden return to risk level 2. Nonetheless, Canterbury remains in a relatively fortunate position and the announcement on Friday 14 August that level 2 will continue was welcomed. At the time of writing this report, we are ensuring that we have plans in place in the case of fast changes to further risk levels.

The experience of the previous lockdown and lessons derived from that experience are proving helpful in our responses and contingency planning. UC is in the final week of the third quarter of the academic year. All lectures are online with labs and some small specialist classes continuing in person with physical distancing. Campus-based tests are proceeding with physical distancing, libraries and common spaces remain open with physical distancing and additional cleaning of UC premises has commenced again at Alert Level 2.

On a pleasing note, Professor Michael Plank and Associate Professor Alex James each received a letter from the Prime Minister, thanking them for their service to Aotearoa and contribution to NZ's world-leading COVID-19 response. The contributions of Professor Michael Plank and Associate Professor Alex James are a great source of pride to all of us and I wish to commend them for their sterling work.

Engagement

In advancement of our objective to increase our presence and impact in Ōtautahi Christchurch and Waitaha Canterbury, on Wednesday 5 August Professor Ekant Veer and I presented an overview of the Knowledge Commons concept to the CEs/ senior representatives of the Christchurch City Council, Canterbury District Health Board, Ministry of Education, Canterbury Police, and Canterbury Employers' Chamber of Commerce. The presentation was met with unanimous support and the next hui will involve securing signed support from the partners. To demonstrate UC's impact within the community, we also presented examples of the work UC is doing with key agencies in the City and how key people at UC are connecting with members of the community. In the last eight weeks, a total of 18 research projects that link local community members with researchers at UC have been activated.

A presentation that includes examples of these projects will be made to UC staff engaged in community engagement, the Senior Leadership Team and Council in the coming weeks. Staff and students wishing to learn more are welcome to contact Professor Ekant in the first instance.

UC is advancing implementation of the recently signed Memorandum of Understanding with ChristchurchNZ (CNZ) through enhanced coordination of six to eight major workstreams. Under this umbrella, the UC Business School has signed a Cooperation and Funding Agreement with

CNZ. The agreement marks an important milestone in the Business School's engagement with CNZ to support its regional economic development strategy. In return for CNZ funding (\$150,000 per annum for three years), the UC Centre for Entrepreneurship (UCE) will identify support and accelerate the growth of Christchurch's most ambitious start-ups and scale-ups, particularly those working in the sectors identified under CNZ's supernode strategy. The UCE ThincLab incubator programme will lead these initiatives, in collaboration with its partners in the regional ecosystem including Ara, Te Ōhaka, B.Linc, Callaghan Innovation, Institute of Directors, ThincLab Adelaide and New Zealand Trade and Enterprise.

As part of the new MBA course, Data-informed Strategy, a weekend intensive challenge was set up for 52 MBA students. The scope for 2IC, designed by key UC engagement partner CNZ, focused on CNZ's strategic supernodes – manufacturing, and food, fibre and agritech – and local business attraction. Over the weekend, students were joined by speakers from IBM US and Google NZ, who advised them on creating data science teams, building a data centre of excellence and linking technology to strategy. Nine teams presented their data-driven solutions to C-suite judges, which was a role that I took up along with Mike Smith (IBM NZ) and Joanna Norris (CNZ). The teams competed for cash prizes totalling \$12,000, generously contributed by the industry facilitators Arun Sebastian (IBM) and Isuru Fernando (Google). Team SubWay took first place and the \$6,000 prize for its proposal to establish a hi-tech centre of excellence in Christchurch using Silicon Valley talent. Team Aices was the runner-up with solutions to tackle Canterbury's manufacturing challenges and Team Hi-Tech Christchurch won the 'wow' factor prize after positioning telehealth as a local business opportunity for Christchurch.

The effort to advance the University's strategic commitment to engagement is very encouraging. A wide range of engagement and collaboration initiatives has been progressed in the past month and a selection is summarised below:

Dr Matthew Cowan of the Department of Chemical and Process Engineering recently presented a talk at the Beehive to members of Parliament (MPs) as part of the Speaker's Science Forum 2020. Organised by the Royal Society Te Apārangi, in collaboration with the Speaker of the New Zealand Parliament, this forum aims to present cutting-edge research to MPs and other decision-makers in a non-partisan setting, to inform them about the issues Parliament is addressing. Several MPs turned up to listen and asked Dr Cowan many interesting questions. He explained how his goal is to reduce the amount of energy we need to use every day to slow climate change and enrich lives.

The School of Earth and Environment hosted the Canterbury Geography Teachers Association annual scholarship day. Over 60 Year 13 geography students participated in the event on campus, which Professor Simon Kingham and Dr Heather Purdie supported by providing sessions on climate change.

Staff in the Department of Linguistics have put together Linguistics 200, a five-week lecture series for the University of the Third Age (U3A). This series follows on from the popular Linguistics 100 lecture series that the department delivered last year for the U3A. The new lecture series was designed and advertised in July and will be taught in September and October 2020.

The Department of Media and Communication is running a professional development day for high school media studies teachers on Thursday 27 August. It is also working with the University of Canterbury Students' Association (UCSA) to set up an Editorial Advisory Board to oversee *Canta's* independence and to mentor *Canta* editors.

Law and arts student Amelia Mcluskie and arts Media and Communication student Laura Zonneville collected their inaugural Professional and Community Engagement (PACE) Excellence awards, along with \$1,000 each, at an event on campus at the end of last month. Amelia worked for

ChristchurchNZ for three months earlier this year. Her role, in the agency's Food and Fibre Team, involved researching STEM industry engagement and assisting with a needs analysis of the food and fibre sector in Canterbury. Laura worked for Antony & Mates Digital Content and Advisory, where she created content in the form of videos, interviews, livestreams and graphic posts for community-focused Instagram and Facebook pages. She says that PACE was "one of the most valuable things I have done during my time at university". The PACE internship programme is based in the College of Arts but offered across UC.

The School of Music hosted its first gala performance for some years to a nearly full hall at The Piano this month. The event involved around 30 students alongside Music staff performing music ranging from student compositions to a Handel aria, Haydn concerto and Prokofiev sonata, to music from singer songwriters and gypsy jazz. Also featured were applied presentations of live electronics and the practicalities of writing music for computer games.

English Lecturer Erin Harrington has appeared in a number of public outlets in recent weeks. She is on the panel of guests in the first episode of the new hour-long podcast [Feminist Yarns](#) with Kathleen Burns, which is recorded live in front of an audience at performance venue Little Andromeda, and she appears in the first episode of the podcast *The Cost of Love*, discussing the representation of romantic relationships in entertainment media under capitalism. Erin also introduced the Canterbury Film Society's most recent film screening, American drama *The Florida Project*, and she appears as one of the faces of the New Zealand International Film Festival's 2020 campaign "At Home – Online" #NZIFFAtHomeOnline.

The University of Canterbury recently launched a campus-wide survey to catalogue any heritage artefacts that were at the original Canterbury College site. Two recent UC graduates, Natalie Looyer and Amy Boswell-Hore, conducted the survey under the supervision of Terri Elder, curator of the Logie Collection and UC Teece Museum of Classical Antiquities. Earlier this month, the team began its survey in the Department of Classics, where it found several typewriters, two tables, a lectern and a spindled club chair. The chair was of particular interest as it may have belonged to John Macmillan Brown, one of the founding professors at Canterbury College.

Inclusive UC was a two-day challenge that UC Business School ran in late July in partnership with UCSA on Campus catering. Over 30 students worked in eight teams to develop ideas for on-campus events to foster meaningful social interaction between international and domestic students at UC to be delivered in Semester 2 of 2020 with the support of the Business School. The teams benefited from feedback from a diverse range of UC intercultural relations experts, as well as from the expertise of UCE staff to develop their ideas. The placings were: first for a Bubble Tea Workshop, second for an "All you can eat" speed-dating style event and third for a "Bridging the Gap" gala ball. A bonus prize went to a fourth team for their "Multicultural Splash" event, which was in the style of an Amazing Race competition.

The Open Competition Moot Final was held in the Sir William Young Moot Court on Monday 3 August. The 2020 Assistant Moot Master Jono Folwell, supported by the LAWSOC competitions officers (Amelia Gunson and Grechen Nicholls) and Law Lecturer Simon Dorset, did a great job in organising the final. The mooters were Rachel Bedggood, Georgina Boulton, Vincent Kenworthy and Chris Visagie. The bench comprised the Dean, Grant Tyrell (local branch president of the Law Society) with Osborne J presiding. Vincent Kenworthy was presented with the Judges' Cup as winner of the moot and Rachel Bedggood was presented with the Blue Cup for best first-time mooter. Vincent and Rachel will be the Canterbury team to compete at the New Zealand Law Students' Association nationals later in the year.

The Māori Moot Competition took place on Thursday 6 August, again in the Sir William Young Moot Court. Berith Petaia, Anatea Prince, Islay Fowler and Terrence Wagstaff went head to head. UC graduates and current practitioners Dee Morgan, Aja Trinder and John Whitcombe were the judges. The best mooter overall was Islay Fowler. The best Māori mooter – and thus the student representing Te Pūtairiki and UC at the annual Te Hunga Rōia Māori Law Conference next month – was Terrence Wagstaff. Thanks to Law lecturers Adrienne Paul and Simon Dorset, who supported Te Pūtairiki's Co-Tūmuaki, Kaelym McGrath, in organising this moot.

Campus Experience events are being planned for Te Mātāpuna Mātātahi | Children's University in the September and October school holidays. These events will be held on campus at both the University of Canterbury and Lincoln University, and tamariki will attend with a parent or caregiver. UC will host four activities, in which academics will cover subjects such as Biological Sciences, Geology, Chemistry, Engineering and Mathematics.

The College of Education, Health and Human Development's Professional Practice and Partnership Office along with the School of Teacher Education staff who specialise in secondary teacher education hosted the annual Principals' Day on 24 July. More than 50 principals from schools across New Zealand attended. They interviewed our students in the graduate diploma and master's programmes for secondary teacher education and gave them insights into the profession of teaching. Feedback on the event is very positive and the principals have made special note of the high-quality and professional engagement of our students.

The School of Teacher Education's students studying for their Graduate Diploma in Teaching and Learning (Secondary) judged the Cashmere High School Science Fair in the last week of July. David Winter, the programme coordinator, supported 25 students to take part in this partnership activity.

The College of Education, Health and Human Development also hosted the annual "Jandals" event in July. The purpose of this event is to engage with Pasifika students from local high schools and their families and is an opportunity for Pasifika families to meet staff and learn about the courses that the College is offering. Over 200 Pasifika students, parents and key Pasifika community leaders attended the event. Motivational speakers included a Pasifika parent representative, a current Pasifika student at UC and the Kaiarahi Pasifika, who shared some of the Pasifika education initiatives that the College continues to offer students to raise their cultural capability and capacity. This event is coordinated by the Pasifika Development Team with the support of the College's Pasifika Success Group.

As a learning programme partner in the Pop Up Penguins – *Wild in Art* (PUP) initiative, UC has mobilised 25 students from the College of Education, Health and Human Development and Gateway Antarctica to serve as UC Pop Up Penguin Ambassadors. The UC Penguin Ambassadors will be making presentations to 35–40 of the Canterbury schools participating in the PUP programme. The students were generously hosted by the International Antarctic Centre (IAC) for a professional development, including a presentation by Dr Michelle LaRue from Gateway Antarctica. The programme partners have co-developed a school presentation, complete with video of UC researchers and detailed speaker notes, to ensure a top-quality learning opportunity for the participating schools.

Education – Accessible, Flexible, Future-focused

Following the smooth beginning of Semester 2 and the students having quickly settled back into their routines with bustling classrooms and campus activities, the UC community then had to activate a rapid response to the return to National Alert Level 2, continuing classes uninterrupted

online. With the announcement coming in the fifth week of a six-week term, a number of tests were scheduled during this time; however, these are being conducted as planned with greater spacing across rooms and protocols for remote invigilation, meaning ‘at risk’ students are still able to complete their work. It is great testament to the preparedness of our staff and students that we could respond so quickly.

UC is in the midst of a major survey period, in which all students have been invited to share their feedback via surveys. As well as exploring the quality of teaching and supervision across all levels of the University, these surveys invite students to share their views on the services on offer across UC, their wellbeing and their campus experience. These are our primary sources of student feedback for the year and provide important information that enables multiple stakeholders across campus to provide better services for our students. All staff are able to access these data through a series of interactive dashboards, which will be updated with 2020 data by the end of next month.

Analytics for Course Engagement (ACE) restarted at the beginning of Week 2 of Semester 2. By taking a proactive approach early in Semester 2, we were able to communicate with students prior to the final date for adding or withdrawing from courses to ensure they were on track to succeed in their studies. To date, the ACE system has identified around 1,300 students who needed additional support in Semester 2, the large majority of whom have re-engaged with their online study materials after contact from various ACE responders. The ACE team is working closely with the halls of residence and is now bringing them into the ACE workflow earlier to ensure they are aware when one of their students starts to disengage from their studies. ACE has managed to help resolve a range of issues, including connecting students with general wellbeing issues to Student Care, assisting with changes in enrolments, and facilitating connections between students and programme coordinators to provide discretionary extensions to assessments.

The Library has been focused on welcoming back students for Semester 2 and re-familiarising them with the services available in three libraries and online to support their learning. AskLive enquiries has increased by 46% in July 2020 compared with July 2019. This shift and other changes have motivated the Library to assess its strategy to ensure its responsiveness to a post COVID-19 world. As a Library, the core of what it does is *tuia te tangata ki te mātauranga* – connecting people with knowledge – which is central to engagement. One example of this alignment is the Library’s support for the growing development of online teaching delivery. Sara Roberts has recently spoken to both the Library Committee and the Learning and Teaching Committee on open educational resources (OERs). OERs are freely available, openly licensed educational materials that can be used for teaching, learning, research and other purposes. Open textbooks are one type of OER. The COVID-19 pandemic has highlighted the challenge of providing equitable access to textbooks to support UC learners, on and off campus. The Library is working with Associate Professor Cheryl Brown on academic attitudes to textbooks. In 2019, research on student attitudes indicated that while courses set required textbooks for 86% of students, 56% studied without them and cost was the major reason for this. These findings aligned both with the University Bookshop’s expectation that only 25% of students will purchase a textbook and with students’ expectations that the Library will provide access. The publishing model of textbooks is increasingly unfit for purpose, often due to poor online access, inflexible licences and high costs. The Library is actively looking at alternatives, including open textbooks, which is leading to a conversation with academics in their roles as teachers and authors.

A significant effort is being made to shift the academic offerings to a more flexible, hybrid portfolio. Online developments range from full programmes to courses and shorter offerings like MOOCs and microcredentials. Examples across the University include:

Dr Jonathan Dunn (Linguistics) has begun filming for the first massive open online course (MOOC) on offer which is related to text analytics. The Linguistics Department has been building on existing strengths in online delivery, now offering all of its papers with a distance course code, as well as the opportunity to complete a Major in Linguistics at UC entirely by distance.

The UC Business School is looking forward to welcoming the Business Taught Masters students starting in Term 3 (31 August). Over 20 new students have enrolled to study online (although they have until Week 7 to withdraw), in addition to on-campus enrolments, which include 10 international students from CCEL College of English and 15–20 domestic students. Two separate orientation programmes will cater for the online and the on-campus cohorts.

Planning is well advanced for the Business master's degree courses that will be offer in Term 1 of 2021 if the borders remain closed, in order to support offshore students currently studying online. However, completing their Business master's degree wholly online may not be attractive to some of these students as they strongly desire the experience of being in New Zealand and highly value the post-study work visa (which requires them to complete 30 weeks' study in New Zealand).

The Master of Applied Finance and Economics (MAFE) programme will be offered fully online, beginning with the January 2021 cohort. Online delivery of this advancing master's programme will continue for at least until such time as all international students have an opportunity to travel to UC.

Research – Impact on a Changing World

UC, along with other New Zealand universities, has completed the final stage of Centres of Research Excellence (CoRE) assessments in the form of panel interviews. UC was interviewed for two proposed UC-hosted COREs – Te Hiranga Rū (QuakeCORE) and Te Hiranga Reo (a new CoRE on New Zealand linguistics). Professors Brendon Bradley and Jennifer Hay as the existing and inaugural Directors, respectively, each gave a presentation on their proposal and answered questions from the CoRE Assessment Panel around the governance, management, strategic benefit and institutional host support of their bid. Subject Expert Panels have previously assessed the research excellence and merit of all proposals and made recommendations to shortlist 15 from over 30 proposals for this final interview. Ten proposals will be ultimately funded for eight years, with typically an annual CoRE budget of about \$5 million. The successful CoREs will be announced in October.

UC continues to secure COVID-19 research response funding via the Ministry of Business, Innovation and Employment (MBIE) COVID-19 Innovation Acceleration Fund. Professor Mark Jermy (Department of Mechanical Engineering) has been awarded \$513,000 for a research project entitled “Infection risk model of airborne transmission to facilitate decisions about PPE, ventilation and isolation in shared indoor spaces”. The research will apply UC's engineering expertise in fluid mechanics of breathing and blood flow, and in droplet and particulate spray transport, and is prescient given recent developments around renewed COVID-19 community transmission in New Zealand.

The Department of Media and Communication has resumed its departmental research seminars (Wednesday, 3–4pm), profiling research by staff, postgraduates and alumni, and is inviting other departments to join in as audience and presenters. Adding to that, the Department of Global, Cultural and Language studies has instituted a new research seminar series: *Global Visions: Reo, Ahurea*. The series will focus on languages (reo) and cultures (ahurea) from a global and transnational perspective, focusing especially on topics that extend beyond the Anglosphere. For the

first presentation, Dr Serena Kelly spoke on the topic of “Rhetoric and reality – the NZ-EU Free Trade Agreement in the times of COVID-19”.

UC’s Distinguished Professor Jack Copeland (Philosophy) has been appointed to the Governing Board of Mangalam University in Delhi, and also to an honorary Distinguished Professorship at Mangalam. The Governing Board meets by Zoom.

Deputy Vice-Chancellor (Research) Professor Ian Wright, with three counterparts from Australian universities, participated as an invited panellist in a *Times Higher Education* webinar about the risk and opportunities to research in Australasian universities in a post-COVID world. Some of the questions the panel discussed included: In light of the outbreak of COVID-19, how have public perceptions of university research changed? Will universities and researchers see a shift to more blue skies research and how will this impact future collaborations with governments and industry? How have associations of universities (for example, Universities New Zealand, Group of Eight) supported researchers in response to the pandemic? What impact will restricted mobility have on the flow of academic talent including PhD students between institutions? Could this threaten the Antipodean research reputation? What role have the social sciences played during this turbulent period? Over 900 participants registered for the webinar.

As part of UC’s response to COVID-19, two new programmes were announced to ensure UC’s PhD programme continues to evolve while New Zealand’s borders remain closed to new international students. First, UC has launched a new process to allow PhD candidates with an accepted offer from UC to start their studies from overseas. The process is supervisor-driven, with applications considered on a case-by-case basis. Considerations will include: the point at which students must be located in New Zealand to progress their research; a plan B if border restrictions do not ease within 12 months; whether the PhD could be completed, in its entirety, at a distance within four years of full-time study; and whether appropriate levels of support and resourcing will be available to the student. As kaitiaki of this cohort of offshore students, UC is developing a dedicated programme of support.

Second, as New Zealand competition for PhD students increases, a new doctoral scholarship offering, the UC Aho Hīnāore | Accelerator Scholarship for existing UC students, has been announced – with applications closing on 14 September. The goal of this scholarship is to transition UC’s best and brightest current students and recent graduates to doctoral studies at UC. The kupu Aho Hīnāore refer to a luminescent light, which is a fitting name for this scholarship. A total of 30 UC Aho Hīnāore | Accelerator Scholarships will be made available, with at least two awarded to each college and five to Māori and Pasifika students. The UC Aho Hīnāore | Accelerator Scholarship comprises a \$6,000 small project scholarship to fully test research aptitude and, if a student is successful in that small project, they will be awarded a \$28,000 stipend plus domestic fees per annum for a maximum of 360 points of enrolment in a UC doctoral programme.

Research & Innovation has facilitated the spin-out of a new company, Functional Coatings Holdings Limited, in partnership with tech incubator Astrolab. This company will be a vehicle to further commercialise the intellectual property developed by Professor Susan Krumdieck (Mechanical Engineering) and her previous PhD student, Johann Land. University of Canterbury will have a 10% shareholding in the company, while Professor Krumdieck and Johann will have a 10% and 20% share respectively.

The College of Science has a growing portfolio of mātauranga Māori research. In this past month, School of Earth and Environment PhD student Clare Wilkinson made the news for her new article in the journal *Earth Surface Dynamics* with her supervisors Tim Stahl from UC and Dan Hikuroa from the University of Auckland. She was interviewed on TVNZ Breakfast

(<https://www.tvnz.co.nz/one-news/new-zealand/combining-indigenous-western-scientific-knowledge-pathway-greater-understanding-study>) and Māori TV.

Dr Daniela Liggett from Gateway Antarctica gave an international keynote talk entitled “Small glimmers of hope amidst the turmoil of a pandemic? The implications of COVID-19 for Antarctic research and governance” at the Science Council of the Scientific Committee for Antarctic Research meeting on Wednesday 5 August. For more information, go to <https://www.scar2020.org/plenary-events>

The College of Engineering recently hosted key staff from all of New Zealand’s defence forces. They are interested in training and research with us, and met with staff in the Wireless Research Centre and the HITLab. Of particular interest was the link between their research into how learning works in simulated environments and UC’s current investigations of remote laboratory teaching options.

Professor Stephen Todd has been invited to attend the annual general meeting of the Legal Research Foundation in Auckland for the announcement of the Foundation’s 2020 writing awards. Professor Todd’s 2019 publication *Todd on Torts* (8th ed) has been shortlisted for the best book award and his article “Common Law Protection for Injury to a Person’s Reproductive Autonomy” (2019) 135 *Law Quarterly Review* 635 for the best article award.

Professor Philip Schluter and Dr Matt Hobb (**Health Sciences**)s had their paper on tooth decay among New Zealand youth published in the prestigious *JAMA Paediatrics*, the highest-ranking journal on paediatrics, perinatology and child health in the world. Their work was featured on TVNZ Breakfast and in other media outlets (<https://www.canterbury.ac.nz/news/2020/kiwi-pre-schoolers-losing-teeth-to-painful-preventable-tooth-decay.html>).

The Childhood Wellbeing and Research Centre won the Canterbury Medical Research Foundation Wine and Art Auction Research Funding of approximately \$108,000 for a literacy project. Other highlights include Graduate Women’s gift to support “Moana Rising”, a joint programme with the Pacific Development Team and the Māori Development Team to create a support group mentoring Pasifika and Māori women to complete their degrees. It is envisaged that 30 Pasifika women and 50 Māori women will join this programme. Lighthouse Vision Trust scholarships were secured to support the visibly impaired with \$10,000 scholarships for those that qualify.

People – Nurturing Staff, Thriving Students

Thank you to the leadership, staff and students of the School of Biological Sciences who, at short notice and for health and safety reasons, have moved teaching and research activities out of the Pūtaiao Koiora building into other facilities. This follows a structural assessment by external experts, conducted as part of our ongoing seismic upgrade programme. The assessment is being reviewed and consideration of longer-term options will follow.

The UC RecCentre has recovered fairly quickly following the lockdown arrangements in place between March and June. July saw an increase in members (first growth since lockdown) but the daily average of 1,200 visits per day is consistent with levels of engagement in previous years. However, the RecCentre will remain on reduced opening hours with fewer classes for the rest of this year. The reduction of hours is helping to lessen the impact of the three months of lost revenue from lack of on-site access.

Three years ago the College of Engineering developed ENG ME!, a peer-mentoring system for first-year Intermediate students. Second-year students were trained to be mentors to new first-year

students, and then in year two of ENG ME!, when previous mentors were in their third year, they supported new mentors in year two, who mentored the new first years. Eventually the system becomes self-supporting although academic staff provide oversight. Some time ago the School of Law adopted this approach, and recently the Department of Sport Coaching and the College of Arts have been talking to Dr Daniel de Walt, the staff member responsible for overseeing ENG ME!, about implementing the scheme in their colleges too.

A key challenge to student wellbeing during 2020 has come from the financial impacts of COVID-19. During lockdown, UC began looking at various strategies to ensure students receive the level of financial support they need to continue their studies in what we expected to be an increasingly challenging environment. A range of initiatives is in place to support UC students.

Funds were identified for doctoral students, which the Postgraduate Office could make available by repurposing previously unspent UC Foundation (UCF) funds to create the Kopa Iti Fund. The Pōhā Iti Scholarship has also been introduced to provide up to 100 bursaries of \$3,000 for students most in need, and support for Māori, Pasifika and Rainbow students specifically has been provided via the Office of Assistant Vice-Chancellor Māori, Pacific and Equity network and an outreach approach.

UCF also launched a new fund, Kono Iti, to support other students suffering hardship or challenges, with UCSA providing an initial triage service for all UC students requiring financial assistance. The Chancellor and I created the first funds with members of UC Council volunteering a 20% pay reduction, and additional funds were sought from the UC wider community and alumni. To date, \$161,000 has been pledged although only \$51,000 is currently available in cash.

In May the Tertiary Education Commission notified UC that it had made available \$742,000 under the Hardship Fund for Learners (HAFL) to provide temporary financial assistance for currently enrolled tertiary learners who are facing hardship due to the COVID-19 pandemic. Because take-up of hardship funds in Semester 2 has increased, it is likely UC will use all of the funding available through HAFL in 2020 and will also draw on the other funds created. Actual spend to date is \$436,000 for nearly 160 students, with a further \$291,000 committed to further support. About 50 Māori, Pasifika and Rainbow students have received support.

Internationalisation – Locally Engaged, Globally Networked

At the conclusion of Semester 2 enrolment there are over 250 international students studying with UC off shore in online courses and more are expected to enrol in the Business Taught Masters programmes in late August. This outcome is very good considering that prior to February this year UC had no international students studying off shore in online courses, and it is a spur to action to attract more students online. A working group is engaged in defining which programmes may be offered to international students as part of UC's Summer Programme and to "online to campus" cohorts beginning in Semester 1, 2021. In parallel, colleges are considering their commitment to transnational education partnerships that could complement UC's traditional recruitment.

The focus of international recruitment now shifts to the 2021 academic year. With the possibility that borders will remain closed to many students for the start of Semester 1, the priority is to convert as many international National Certificate of Educational Achievement students as possible from throughout New Zealand. Plans are also being developed to host international high school graduates over the summer break in a 'Head Start' bridging programme in conjunction with UC International College and CCEL.

UC Economics and Finance Senior Lecturer Kuntal Das and the IRO's Sandeep Sharma participated in a webinar panel on 24 July, hosted by UC's Mumbai-based agent Aliff Overseas Consultants, on "Why do we need more economists than engineers?". The webinar was a brand-building and recruitment exercise to encourage the study of economics at both undergraduate and postgraduate levels and to promote the University of Canterbury as an international study destination. Mr Das and Mr Sharma discussed the impact of COVID-19 on the world economy, highlighted existing and emerging career opportunities for UC Economics graduates and featured UC's expertise in teaching economics. The event was targeted at students, parents, school counsellors and influencers, as well as entrepreneurs and professionals in India. The video (<https://www.facebook.com/aliffoverseas/videos/387364062237942>) has had over 800 views on Facebook.

The School of Teacher Education continued its exploration of opportunities to host student teachers in the Cook Islands and to expand its professional development opportunities for teachers in English language and reading development during a conference call with the Cook Islands Minister of Education. The School also continues to recruit overseas teacher education students, particularly in the secondary and early childhood sectors. It is undertaking contingency planning to support students who arrive late in the 2021 academic year.

Associate Professor Arindam Basu from the School of Health Sciences is providing many insightful contributions to public knowledge about COVID-19. He appeared in Euronews Live TV (an NBC partner that is aired worldwide) on 9 April, responding to questions about why New Zealand was doing so well in its response to the pandemic. He also spoke to SBS TV Australia on 9 April about the meaning of herd immunity and masks, as well as to Mike Hosking and Sam Curran on NZ Radio channel and Wallace Chapman on RNZ about the lockdown and New Zealand's recovery. Associate Professor Basu has been mentioned in over 20 articles that have circulated in Australia, New Zealand, India and the UK on topics ranging from herd immunity to clusters. He has published two articles in The Conversation (<https://theconversation.com/the-herd-immunity-route-to-fighting-coronavirus-is-unethical-and-potentially-dangerous-133765> / and <https://theconversation.com/why-new-zealands-coronavirus-cases-will-keep-rising-for-weeks-even-in-level-4-lockdown-134774>) and has a third in the pipeline. He has also written several notes for Science Media New Zealand on the state of the New Zealand response to this outbreak.

The School of Physical and Chemical Sciences hosted an informal visit by the Ambassador of Mexico, His Excellency Alfredo Pérez Bravo, on the main campus and at Mt John, where he experienced star-gazing. The ambassador celebrated Matariki with the School and heard first-hand about some of the research that is going on in the School and the wider University.

Organisational Efficacy

Recruitment initiatives are in full swing for the highly competitive domestic market. Unfortunately, the on-campus Open Day planned for 27 August, will likely be postponed. We had 692 people attend our virtual event last month and we started marketing later due to COVID-19. Campaigns are in market for mature students, including alumni, and a targeted engagement process is also in train for existing students who are potential postgraduate recruits.

This month our school liaison team will begin its course planning with school leavers using a new digital course guide. The guide was developed to prepare us for the COVID-19 situation, but also provides a sustainable solution and captures data that we can use to communicate more effectively with students in the future.

On 6 August, a collaboration between ChristchurchNZ, Ara, Lincoln University and UC resulted in 304 people registering to attend “Explore your Study Options”, an event focused on the future growth sectors in our region (supernodes). This was a great way to advance our goal of speaking to adults considering study options, while also engaging more broadly with other tertiary institutions and industry leaders for the betterment of Waitaha Canterbury.

Aukaha Tau for Year 12 students, held on 30 July, drew 120 taiohi Māori and 22 kaiako from 15 different schools. This represents a significant increase in attendance from the 78 taiohi Māori who attended in 2019. A number of recent UC Connect lectures have positioned UC as contemporary and prepared to hold courageous conversations, and have kept UC in the spotlight.

The Liaison Office continues to prepare for the important phase of school leaver course planning, with the web team delivering digital course planning to support this. A support resource for students (linked from emails sent directly to them) was also launched. Work is underway to support the online marketing required for the upcoming launch of UCX (our edX offering – MOOCs) and micro-credentials coming to market in the next few months.

Applications for accommodation opened on 1 August and are tracking at the same level as last year with over 800 to date. Virtual tour numbers have increased by 57% in the last four weeks. There is significant interest in the new accommodation building Tupuānuku, with over 300 applications already.

Through the UC Foundation, UC is sponsoring the Young New Zealander of the Year, with nominations open until 30 August. This provides a great vehicle to showcase our work with the Student Volunteer Army Foundation and its service awards programme through schools across Aotearoa and our new Bachelor of Youth and Community Leadership programme. More broadly this sponsorship highlights UC’s strategic vision and commitment to social good and making a difference in our community.

Canterbury University Press published John Newton’s *Llew Summers: Body and Soul* in July. John Newton follows Summers’ beginnings as a self-taught artist, and his relationships and family life, through to his success as one of this country’s most recognisable sculptors with works in public spaces throughout New Zealand. The book has been published with the support of Creative New Zealand.

In the five months since its publication as an Open Access title, Elisabeth McDonald’s *Rape Myths as Barriers to Fair Trial Process* has had more than 2,229 downloads. Most have accessed it from New Zealand and the USA.

Work is continuing in the Alternative Laboratory and Studio Delivery Options, led by the Pro-Vice-Chancellor Engineering, Jan Evans-Freeman. We have trained several lecturers and technical staff in using 360-degree cameras to develop remote access to labs, and we have purchased two high-end cameras for more sophisticated delivery of laboratory-based material, which includes providing better sound and a more interactive student experience. We also have examples of using virtual reality and video in the teaching of inaccessible technologies (such as those under ultra-high vacuum) and expensive microscopes.

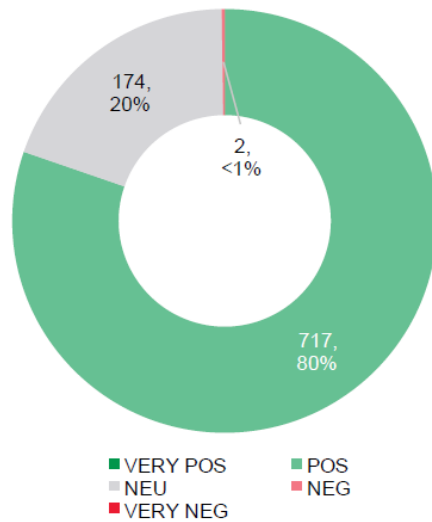
News media

Following on from a strong quarter 1 news media result, we have produced excellent results in quarter 2 (April–June).

Coverage by Tone

In quarter 2, COVID-19 academics to provide dominated media pick-up coverage decreased as a reporting across the stories to the UC News UC channels to external from 53 stories in quarter

Academic commentary coverage, with students the third leading theme most positively reported.

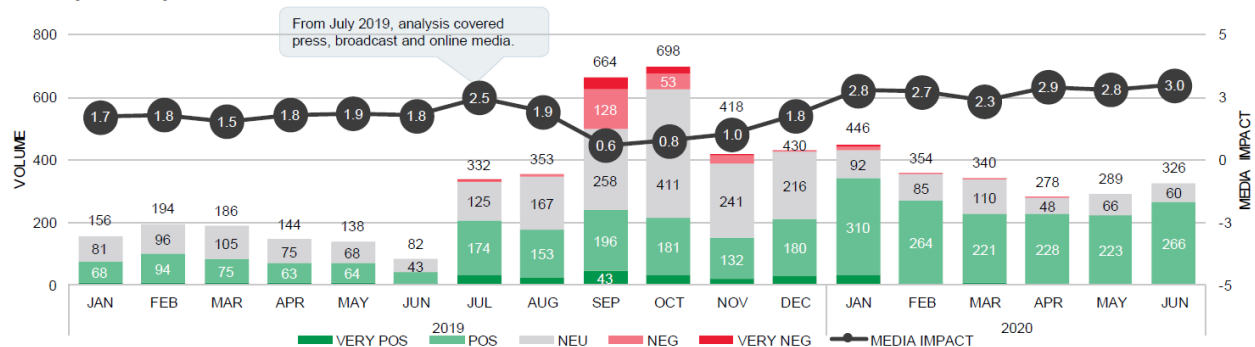


created many opportunities for expert commentary, but also and coverage. More general result, but this was consistent with sector. However, we published 73 webpage and shared them through audiences during quarter 2, up 1.

was the leading theme of and alumni second. Research was of coverage by volume, but the

UC's media impact score for quarter 2 was 2.9, well above the 2.5 benchmark for the Australian and New Zealand education sector. The graph below shows the monthly trend in our media impact score.

Monthly Trend by Tone



The multivariate media impact score is based on the tone of our media coverage (graph left) and the likely impact of that coverage on our key audiences and communities (table above).

Over the period 9 July to 11 August 2020, national online, print and broadcast media made 991 mentions of UC.

In the period from 10 July to 12 August 2020, we published nine articles for The Conversation. UC content in total achieved around 275,000 views for this period.

Philanthropy and Alumni Relations

Philanthropy and sponsorship income is higher than this time last year, with \$4.3 million being received and \$1.6 million distributed to the end of July. One of the highlights for July has been Lady Tait's \$340,000 donation for the Sir Admiral Tait Scholarship for a boy from Timaru to study at UC. This scholarship has been running for a number of years and now has an endowment to run in perpetuity.

The Payroll Giving project in collaboration with Human Resources is due to roll out to staff in August. Staff will be able to pick their favourite charities for the launch.

One of the first alumni gatherings post-lockdown was watching 'Radioactive' at Lumiere Cinema in the Arts Centre. The sell-out screening was well-received and was the perfect subject matter for the

location. The film depicted the life of Madame Curie with flash-forwards to the impact her discoveries with husband Pierre had on the world.

In addition to calling almost 1,000 to students during lockdown, the fundraising team have had 248 significant engagements (phone call/meeting) with 186 prospects (including nine members of the SLT) around engagement and philanthropy on behalf of the University. Of those contacts 30 of them have made a significant gift of over \$10,000, contributing to the \$4.1m raised so far this year. Our largest gifts have been the legacy of Peter Holland which was confirmed with the Solicitor in January and received in March of just over \$1m to support Pasifika and Māori students pursuing Environmental Research and a \$340 endowment from Lady Tait for the Sir Admiral Tait Scholarship for students from Timaru Boys to attend UC. The latter has been a long established and prestigious award that has been funded annually, Lady Tait has shown her trust and belief in the UC Foundation to ensure this scholarship is maintained in perpetuity for the benefit of the University.

In addition to the work of the fundraising team, our academics and business managers in the colleges have secured a total of \$1.4m in external income from 54 organisations, \$991k of which has been stewarded through the UC Foundation, the remainder directly to UC. The University has also secured \$665k in expense recovery from 54 organisations. A further \$108k has been pledged by the Canterbury Medical Research Foundation in support of the Child Wellbeing Institute at UC

Finances

July 2020	Actual Year to Date \$000	Budget Year to Date \$000	Budget Variance Year to Date \$000 Fav/(Unfav)	Budget Full Year \$000	Forecast Full Year \$000	Full Year Forecast to Budget Variance \$000 Fav/(Unfav)
Net Surplus/(Deficit)	3,199	(11,534)	14,733	3,818	3,779	(39)
Capital Expenditure	54,009	67,279	13,270	111,988	95,000	16,988
Cash/ Short Term Investments	249,275	223,576	25,699	153,628	191,884	38,256

We had been budgeting for an operating **deficit** as at the end of July 2020 of (\$11.534 million), but have returned an operating **surplus** of \$3.199 million.

This is a favourable variance to budget of \$14.733 million. This favourable variance mainly relates to \$20.939 million less operating expenses (largest savings are in travel and conference expenses, consultancy expenses, outsourcing and contracts, scholarships, contract research, contract teaching, contractors, promotional activities, and laboratory consumables), the majority of which are related to the impact of the COVID-19 lockdown. Some of these favourable variances will be sustained and have been reflected in the year-end forecast.

Other favourable variances relate to \$3.589 million more domestic student fees, including Student Achievement Component (SAC) funding, with \$0.730 million of this relating to the 2019 SAC wash-up and \$0.414 million less personnel expenses.

This favourable variance has been partially offset by unfavourable variances coming from (\$4.717 million) less research external income, (\$1.783 million) more depreciation and (\$1.565 million) less sundry income.

We are forecasting for a surplus in line with budget for the full year of \$3.8 million. Expected reductions in revenue from international tuition fees, domestic tuition fees and SAC, the Performance Based Research Fund and research income along with forecast increases in expenses related to depreciation expenditure are largely offset by improved interest revenue and forecast reductions in personnel and operating expenses.

Capital expenditure is \$13.270 million below budget. Most projects are under budget but expenditure related to the UC futures projects is (\$8.548 million) over the year-to-date budget of \$0.804 million, largely as a result of the \$9.184 million Rehua final payment in March that was not considered in the budget. The remaining capital spend (excluding UC Futures) is favourable by \$21.818 million, against a year-to-date budget of \$66.475 million. Unsurprisingly, the COVID-19 lockdown significantly curtailed capital expenditure, but it is now returning to normal levels.

The July 2020 cash position of \$249.275 million is higher than budget by \$25.699 million. The higher-than-expected opening cash balance and lower capital spend have been partially offset by less cash from operating activities (largely due to less income).

For further details, please refer to the latest monthly financial report.

	EFTS			
	Full Year Enrolled			
	Actual	Actual	Forecast (as at July)	Budget
	2018	2019	2020	2020
Domestic 1st-year	3,662	3,767		
Returning	8,704	9,255		
Total	<u>12,366</u>	<u>13,022</u>	<u>13,624</u>	<u>13,735</u>
Full Fee 1st-year	922	952		
Returning	781	918		
Total	<u>1,704</u>	<u>1,869</u>	<u>1,645</u>	<u>2,015</u>
	-	-	-	
Total	14,069	14,891	15,269	15,749

Notes:

Budget and Forecast are not calculated down to year at UC.

Enrolment data are based on the same date across years. e.g. 6 Jan 2019 vs 6 Jan 2020.

Applications to enrol (ATE) data are now reported for the same date across years e.g. 6 Jan 2019 vs 6 Jan 2020.

ATE data are based on student headcount and on the student's citizenship status rather than fee type.

Enrolments data are based on EFTS and the students fee type (Domestic or International).

'International' refers to the student's New Zealand citizen or residency status rather than their fee paying status. Most international students will pay International fees but PhD students generally pay domestic fees.

Environmentally Sustainable

The Sustainability Programme Board, chaired by Professor Jan Evans-Freeman, had its first meeting on 7 August. Membership spans Facilities Management, the Sustainability Office, People and Culture, all the colleges and Research & Innovation (R&I). Topics included looking at sustainability priorities in the Major Investment Plan and developing a visible and virtual platform at UC for disseminating sustainability-related activities in teaching, research and campus management and development. This Board will also receive updates on the submission to the Times Higher Education Impact rankings, which is being run out of R&I.

We ran our Transport Survey for the first time since 2016 during July. More than 2,000 staff and students responded and the data are being analysed. Also being processed are data from the twice-yearly bike stand use count, which is undertaken for resource consenting purposes.

The Sustainability Office, together with academic staff from Biology and Natural Resources Engineering, is planning a significant sediment removal from the Engineering Pool (which is between E8/E9 and the new Beatrice Tinsley bike stands).

The Sustainable Development Goals Summit is being held in Christchurch next year. A national stakeholder group has been established, as well as a local working group, which has hired an event manager and a part-time communications assistant. Associate Professor Te Maire Tau, Director of the Ngai Tahu Research Centre, has indicated support and has ideas that will be woven into summit planning.

We have been preparing to run the Sustainability Culture Index – a benchmarked survey for higher education organisations. The staff version of this is due to run in August and will provide useful baseline data about present staff and student views on sustainability performance at UC.

Student engagement with sustainability at UC was very strong in July, as measured by social media engagement. Much of this was related to Plastic Free July, although the Transport Survey also engaged a considerable number of students.

Past Events	
30 July 2020	Attended Powhiri in Auckland for VC of University of Auckland, Dawn Freshwater
31 July 2020	Met with CE of Waimakariri District Council, Jim Palmer, and Mayor Dan Gordon
3 August 2020	Met with James Stringer, Box 112
4 August 2020	Met with Nuha Fathina, UCSA - Commerce
5 August 2020	Hosted a Christchurch Knowledge Commons meeting
6 August 2020	Attended a Zoom meeting hosted by Universities NZ Attended a meeting with ANZ's Chief Economist, Sharon Zollner
7 August 2020	Attended an induction day for NZQA Board
11 August 2020	Attended part of REANNZ Board Meeting hosted at UC Attended a formal dinner at UC's College House
12 August 2020	Attended a Learner Success meeting with TEC
18 August 2020	Met with Haydn Rawstron
19 August 2020	Met with British High Commission, HE Laura Clarke
21 August 2020	Attended a Zoom meeting hosted by Universities NZ

Upcoming Events	
25 August 2020	Speaking at Health Research Society of Canterbury Poster Expo 2020
26 August 2020	Speaking at Rongo o te Wā at UC
27 August 2020	Attending a Zoom meeting for NZQA Board Meeting
31 August 2020	Attending a meeting with ChristchurchNZ Speaking at UC Toastmasters Club event
1 September 2020	Attending UC Graduation Celebration Ceremonies
2 September 2020	Speaking at Māori Research Hui
7 September 2020	Attending TEC Board Meeting to be hosted at UC
9 September 2020	Visiting Cass Field Station and High Country
15 September 2020	Speaking at Local Government Professionals Annual Summit
18 September 2020	Attending a Zoom meeting hosted by Universities NZ
23 September 2020	Attending a Zoom for Learner Success hosted by Universities NZ
24 September 2020	Attending NZQA Board Meeting

Audit and Risk Report

To:	UC Council
From:	Paul O’Flaherty, Executive Director, People, Culture, and Campus
Period Covered:	1 May 2020 to 31 July 2020
Report Date:	4 August 2020
Subject	Health, Safety and Wellbeing at UC

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1. Executive Summary

The previous Health and Safety Manager, Steve Hunter, has resigned and David Mather is currently Acting Health and Safety Manager

The Health and Safety Team has investigated three significant events occurring in 2020 and the findings and follow up actions are noted. These events are:

- Fire in the HV Lab
- Student falling from residence window
- Find of picric acid in a dangerous state

UC’s Critical Risks have been categorised and listed along with the location where these risks are likely to be manifested and the controls that are in place to manage them.

The reconstituted Health and Safety Team is working on interim objectives aimed at connecting better with UC leadership and the health and safety resources within Colleges and Service Units.

Two major pieces of work underway are:

- Initiating a UC-wide hazardous substance inventory system
- Replacing the current health and safety software system

2. Resignation of Health and Safety Manager

The Health Safety and Wellbeing Manager, Steve Hunter, resigned from UC with effect from 19 June 2020. David Mather is in the position of Acting Health Safety and Wellbeing Manager while the overall function is being reviewed.

The Health and Safety Team moved into Okeover building at the end of pandemic lockdown and are therefore now co-located with the People and Culture teams.

3. Reported Events

3.1 Fire in the HV Lab

The investigation into this event has been completed. The cause of the fire has been determined to be an electrical blower overheating while it was being used to dry rafts in the HV Lab, which in turn set fire to the rafts. What exactly caused the blower to overheat has not been determined. It has however been ascertained that:

- No risk assessment was undertaken prior to the activity
- The process of the blower being used to dry rafts continued when no-one was in attendance
- A delay in isolating the electricity contributed to conditions where more damage probably resulted
- There was no fire-suppression system in the HV Lab
- The initial investigation by UC Health and Safety did not adequately determine the facts
- Competency and training records were not adequate
- Aspects of the health and safety culture were questionable

As a result of these findings steps are in place to:

- Reinforce safety culture and systems in the School of Electrical and Computing Engineering including adopting mechanisms for tracking certificates and competency assessment.
- In the restoration of this facility ensure a more ready means of isolating electricity, and of installing a fire-suppression system.

3.2 Student fall from window in residential complex

The investigation into this event was led by Campus Living Villages with some support from the previous UC Health and Safety Manager. UC has received a copy of CLV's investigation and report and a copy of the police report, which has been heavily redacted. The only certainties that can be reported here are:

- The student, fell from the third floor of the Hinau complex at approximately 2.15 a.m. Friday 20th March, 2020.
- Prior to this a neighbour of the student had been standing on the horizontal flame deflector (ledge) outside a window adjacent to the student's room.

- The student put his weight against external horizontal sunshades. They gave way and he fell through. The student has no memory of this, and it was not witnessed. It is not therefore possible to say that this was in the act of the student attempting to climb on the ledge, or from leaning out his window to talk to his neighbour, who was, at the time, in the act of climbing back through the window into his own room.
- Alcohol had been consumed by the student and others during the evening. However there is no available objective evidence to the degree that the student may have been impaired by alcohol when this event occurred.

Follow up from this incident:

- Window restrictors have been fitted to all windows in the Hinau complex. Other complexes have been assessed, and either already have suitable restrictors, or work is scheduled to complete window restriction by the end of August. There is also plan to remove the external sunshades and this is scheduled to occur over the summer break.
- CLV have confirmed that online induction material covers the use and misuse of alcohol, and that these are also covered in residence rules.
- CLV have increased the number of staff on duty, and the visibility of those staff, on evenings on which a high level of alcohol consumption is more likely.

3.3 Picric Acid find in Pūtaiao Koiora (School of Biological Building)

On June 25 2020, while sorting through old chemicals to be disposed of, the SBS Chemical Compliance Technician found a small vial of picric acid that had dried out. Picric acid is capable of exploding when it is dry. The technician carefully removed the picric acid to a safe room and informed School of Biological Science Compliance Manager, who consulted with The Compliance and Instrument Technician from School of Physical and Chemical Sciences, and the Senior Health and Safety Advisor. The appropriate authorities were called to remove the chemical, and dispose of it in a small controlled explosion on Ilam fields.

The chemical had been returned to the school by the family of a recently deceased former academic staff member who had retired over thirty years ago. At that time this staff member had been permitted to take chemicals used in staining away with him. It was in a box with the staining chemicals and not noticed at the time of being returned, around twelve months ago. If it was noted at that time, the same actions, i.e. calling the explosives disposal team, would have been taken. The technician's response upon finding the picric acid was exemplary, and he followed the correct procedures to have it safely removed from the campus.

A full review of the School's picric acid stocks was completed. This included organising for the safe chemical disposal of most of the Schools stock of picric acid and reducing the total amount held in the School to 250ml. The remaining picric acid is tracked and checked every three months to ensure it hasn't dried out. The three monthly checks are to be verified every six months and will be included as part of the Schools six-monthly PPE checks.

The main cause of this event was the chemical being taken off campus sometime around 1990 or earlier, and then being returned thirty years later in a dangerous state. It would be unusual now that such substances would be taken off campus, however the department is reviewing its current controls for removal and receipt, and evaluating their effectiveness.

4. Council Tour of Tupuānuku

The Council of tour of Tupuānuku construction site raised some issues specific to hazards and use of PPE observed by members of the group:

- Unmarked floor penetration covers
- Lack of toe boards on staircase
- Gib leaning against walls
- Trip hazards from cords and wiring on floors
- Mobile scaffold

These issues have been raised with the project manager from Southbase and have all been resolved. Other health and safety issues discussed on the tour related to health and safety resources and the level of engagement at University of Canterbury, and to the matter of health and safety in design of facilities.

The Acting Health and Safety Manager, who is new to UC, has begun a review of the organisation's Health, Safety and Wellbeing function. He notes that the University relies on a "hub and spoke" distributed model of health and safety resource. Technical and academic staff are empowered and trusted to implement appropriate controls based on adequate risk assessment. Generally this model works well at UC with a good presence of safety. At the hub of this model, the Health and Safety team operates to:

- Create and support strategy and assist with planning and evaluation of plans
- Provide procedures, assessments and audits to monitor effectiveness and ensure compliance
- Keep informed and share information
- Administer and maintain tools and applications
- Report and investigate events and ensure learning is shared

The challenge and opportunity is to ensure engagement and leadership through this model, and to ensure the tools and processes have enough flexibility to work across the variety of UC environments while remaining adequate to manage the specific risks. Two pieces of work that need to be progressed are adopting a UC-wide system for managing hazardous substance inventory, and replacing the health and safety risk management application.

There is future opportunity for incorporation of health, safety, and wellbeing, into design of facilities. The key here is to "design with" rather than "design for", a principle that applies to all health and safety considerations. The amalgamation of the HSW and FM functions under one SLT member will assist with discussions that are underway to improve "design with" thinking.

5. Critical Risks

UC has a complex multitude of risks associated with its facilities and activities on and off campus. It is generally accepted that most of the critical risks are located in laboratories and workshops, although there are also critical risks outside of these controlled areas. These critical risks can be grouped by type of location, or type of risk. For brevity, the following table employs both of these categories to give a sense of what the risk is, what could happen if the risk manifested an event, the typical location, and the controls in place to mitigate the risk. Critical risks have multiple levels of control.

Risk Type	Critical Risk	Locations (higher risk)	Controls
Hazardous Substances	Harm to persons and /or environment as a result of unintended contact with, or release of hazardous substance	Laboratories and Workshops, College of Engineering, College of Science, School of Fine Arts, School of Education. Hazardous Substance storage locations Facilities maintenance workshops and storage locations	Safety Culture Training and Supervision Competency Management Compliance Management Safe Operating Procedures Safe Methods of Use Policies, Protocols, Procedures, Manuals Location Certificates Certified Handlers Controlled Access Risk Assessment and Control External and Internal Audits and Assessments Environmental Monitoring Health Monitoring
Biological	Harm to persons and/or environment, occurring as a result of unintended contact with, or release of, a biological agent (including animals, zoonotic diseases)	Laboratories, SBS, Engineering, Health Sciences, and Psychology. Field work Greenhouses, Garden maintenance.	
Field Activities	Harm to persons and/or environment, occurring as a result of an uncontrolled event during a field activity in an uncontrolled environment	Field stations and surrounding environs Mountains, high country, forests, farmlands, rivers, harbours, estuaries, open water, factories	Field Activity Planning and Risk Assessment Emergency Procedures and Devices First Aid Training and Preparation
Work Integrated Learning	Harm to persons and/or environment, occurring as a result of an uncontrolled event during work integrated learning	Factories, warehouses, farms, other business environments	Risk Assessment and Control Overlapping Duties
Transport Related	Harm resulting from motor vehicle accident or other transport related event	Any road or highway, track, access way, river, river, harbour, estuary, open water	Vehicle Fleet Management Defensive and Advanced Driver Training Field Activity Planning and Risk Management
Laboratory Research and Teaching	Contact with energy source (electrical, chemical, thermal, radioactive, pneumatic, hydraulic, mechanical,	Laboratories, workshops, maker-spaces	Safety Culture Training and Supervision Competency Management Compliance Management

Risk Type	Critical Risk	Locations (higher risk)	Controls
	laser) causing injury or death		Safe Operating Procedures Safe Methods of Use Policies, Protocols, Procedures, Manuals Location Certificates Certified Handlers Controlled Access Risk Assessment and Control External and Internal Audits and Assessments Environmental Monitoring Health Monitoring
	Unwanted ignition of materials, and/or fabric of building		
	Exposure to asbestos, silica, dusts		
	Exposure to hazardous substance, and hazardous atmospheres causing injury or death		
	Release of hazardous substance to environment	Laboratories, workshops, maker-spaces, storage locations	
	Exposure to, or release of radioactive material or radiation sources, causing injury or death		
	Theft and/or misuse of hazardous substances		
Built Environment	Fire	Higher risk in laboratories, workshops	Monitors and Alarms Fire Safety Systems Risk Assessment and Controls Building Codes of Compliance and Occupancy
	Gas leak	Higher risk in laboratories, workshops	
Maintenance, Construction, and Workshop and Maker-space related	Fall while working from height	Construction sites, maintenance locations on campus on any building. Workshops	Safety Culture Safe Work Procedures Risk Assessments and Controls Guarding Permit to Work Training and Supervision Competency Assessment Controlled Access Audits and Assessments Equipment Checks Asbestos Management Plan Environmental Monitoring (Sensors, Alarms) Health Monitoring
	Struck by uncontrolled or dropped object		
	Stuck by vehicle or machinery		
	Contact with energy source (electrical, chemical, thermal, radioactive, pneumatic, hydraulic, mechanical) causing injury or death		
	Exposure to hazardous atmosphere (confined space, hazardous atmosphere)	Tunnel, Cryogenics Labs, Hazardous Substance Storage	

Risk Type	Critical Risk	Locations (higher risk)	Controls
	Unwanted ignition of materials	Construction sites, maintenance locations on campus on any building. Workshops	
	Exposure to asbestos, silica, dusts	Older buildings on campus, service ducts and tunnels	
	Exposure to hazardous substance	Construction sites, maintenance locations on campus on any building. Workshops	
	Release of hazardous substance to environment		
Behavioural related risks	Aggressive behaviour, bullying, assault, psychological and self-harm events	Any location, including residences	Codes of Conduct Management and Supervision Emergency Procedures Fire and Evacuation Drills Disaster Recovery Plans
	Bomb threat, suspect parcels		
Natural disaster	Earthquake	Any location, including residences	
	Weather event		
Public Health Risks	Pandemic, epidemic, localised health events	Any location, including residences	
Infrastructure Failure	Failure of power, or water supply, sewage system		

6. Health and Safety Team Objectives

The resignation of the Health and Safety Manager has provided opportunity for the Health and Safety Team to define and prioritise some interim objectives.

Culture, Leadership, and Engagement are foundational to good health and safety performance. UC works on a distributed model of Health and Safety responsibilities with the Health Safety and Wellbeing Team supporting College and Department leaders and those within the departments (DSOs and HSOs) with explicit health and safety roles.

The Health Safety and Wellbeing team's role within this context is to provide support by way of advice, to assist in setting objectives and monitor performance, and to run UC-wide functions relating to information, applications and processes, audits and assessments, health and environmental monitoring, worker representation, and community engagement. The team objectives in the interim period is undertake these core activities with a customer-focus and in a way that instils confidence, and to continue to connect with College and Department leaders particularly in respect of event investigation, risk management, and project work.

There are two projects relating software applications that are in progress

1. Sourcing and procuring a UC-wide Hazardous Substance Inventory System – about to be posted on the GETS NZ website
2. Replacing RMSS (the current H&S software application) – currently working through business requirements. This is likely to be a cost-neutral in terms of operating expenditure as UC should be able to acquire a replacement for the same cost (or perhaps less) than the current application.

Additionally another project underway is aimed at pulling together a number of pieces of work that are chiefly aimed at ensuring compliance in our storage of hazardous substances.

7. UC Statistics

Lagging Performance Indicator Statistics 1 May – 31 July, 2020

Period: 1 May 2020 to 31 July 2020

Lagging Performance Statistics	Y18	Y19	Y20
Total Occurrences	74	77	54
Total Occurrences employees	67	62	17
Total Occurrences non-employees	7	15	37
Total Occurrences Rec Centre	4	1	1
Lost Time Occurrences	5	5	1
Illness	1	2	0
Injury	26	29	23
Near Miss	14	9	6
Incident (no injury)	10	18	8
Discomfort & Pain Reported	14	7	13
Notifiable to WorkSafe Incident	0	0	0
WorkSafe Investigations	0	0	0

Leading Performance Statistics	Y18	Y19	Y20
Council Safety Tours	1	2	1
External Audits	3	3	0
SMT Safety Tours	2	2	14
Staff Training Sessions	7	7	2
HSW Committee Meetings	8	10	11
H&S Representatives	79	80	76
Positive Safety Observations	10	13	3
Ergonomic Assessments	36	41	37
Staff Receiving Health Monitoring*	174	265	164
Flu Vaccinations (Staff and Students)	1288	864	1461

*Fluctuates as some staff tested every 2nd year.

Memorandum | Pukapuka



To:	Ki:	Council
From:	Nā:	Kiri Hill-Dunne
CC:		Paul O’Flaherty, Adela Kardos
Date:	Rā:	18 August 2020
Subject:	Kaupapa:	Revised 2020 Internal Audit Programme
Purpose:	Aronga:	For approval

Recommendation:

That Council approve the revised internal audit programme for 2020.

Purpose:

To propose a revised 2020 programme of internal audit delivery.

Executive Summary:

Seven internal audit reviews for 2020 were agreed at the October 2019 governance meetings. The allocation of providers for these reviews was proposed earlier this year following the appointment of two internal audit providers from the All-of-Government (AoG) panel, EY and Grant Thornton (GT), to replace UC’s outgoing internal audit provider, PriceWaterhouse Coopers (PwC). EY, as the main panellist, was to deliver five of the seven audits, and GT, as the supporting panellist, was to deliver the remaining two. Each provider ranked the seven audits in order of preference according to their skill sets and experience.

Following the Covid-19 lockdown from March – May this year, UC commissioned a review of the *QA Internal Controls at Alert Level 3 and 4* from EY which is now underway.

At its meeting in June this year, the Risk Advisory Committee (RAC) reduced the internal audit plan for the remainder of the year to three areas, in addition to the *QA Internal Controls at Alert Level 3 and 4* audit from EY. At their most recent meetings in August this year, the RAC and Audit and Risk Committee (ARC) considered and recommended for approval the three audits proposed for delivery.

Key Points/Strategic fit:

The internal audit review process is an essential activity that provides management and governance with an independent view of the efficacy of UC processes and procedures.

Due to the truncated time now available for delivery of the internal audit programme for 2020 and mindful of post-Covid cost constraints, it is proposed to reduce the audits for 2020 from seven to three, in addition to the *QA Internal Controls at Alert Level 3 and 4* from EY which is already underway. The proposed audits for 2020 are as follows, with choice of providers, delivery scope and schedule to be finalised (pending approval):

Internal audits proposed in October 2019 for 2020	Revised internal audit programme for 2020	Internal audit provider from the AoG panel
Cyber Security		
Health and Safety Framework		
Information and Data Management	Information and Data Management	EY (ranked this audit 7 th) or GT (ranked this audit 6 th)
	QA Internal Controls at Alert Level 3 and 4	EY (Consultancy Services Order (CSO) signed 7.7.2020 with estimated start and end dates of 10-21 August 2020)
Student Care		
Student Services Levy	Student Services Levy	EY (ranked this audit 4 th , GT ranked it 5 th)
Student Admission Process		
Technology-enabled Teaching and Learning	Technology-enabled Teaching and Learning	GT (ranked this audit 1 st , EY ranked it 6 th)

The rationale for the choice of audits for the remainder of this year is as follows:

- *Information and Data Management* – chosen because UC has recently had a couple of issues of data breaches on shared drives in academic departments, and because it will provide good information for UC's new Chief Digital Officer and new General Counsel and Registrar.
- *Student Services Levy* – chosen because it was being prioritised due to it having been requested by students.
- *Technology-enabled Teaching and Learning* – chosen because of UC's new focus due to Covid-19; although it is recognised that an audit of this area is a little soon, it is expected to produce a status report.

Financial implications:

Costings are to be confirmed but it is expected that the revised programme will have a reduced level of expenditure from the previous year's annual expenditure of \$180K for the internal audit programme.

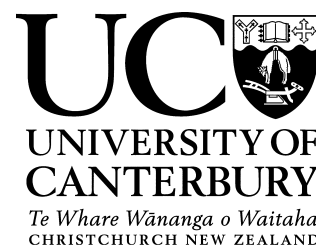
Attachments:

None.

Paper Progress:

To:	Date:	Decision:
PPRC /RAC	3 August 2020	Recommended to go to ARC
SLT		
PPRC /ARC	17 August 2020	Referred to Council to approve the revised 2020 internal audit programme
COUNCIL	26 August 2020	

Memorandum | Pukapuka



To:	Ki:	Council
From:	Nā:	Keith Longden
Date:	Rā:	19 August 2020
Subject:	Kaupapa:	UC Trust Funds 31 December 2019

Recommendation:

That the main financial statements for the UC Trust Funds (UCTF) for the year ended 31 December 2019 be noted.

Purpose:

To present the main financial statements for the UCTF for the year ended 31 December 2019.

Executive Summary:

In previous years, these financial statements would have been prepared separately and subject to audit and then filed with the Charities Commission, as required by the Charities Act 2005. Now the UCTF is incorporated into the University there is no requirement to file UCTF financial statements, and an audit is no longer required except to the extent that the main components incorporated into the University financial statements are audited and included in the audit opinion on the University.

The UCTF results attached are for all the entities in the UCTF at 31 December 2019. The results show the relatively successful improvement in investment gains after a difficult 2018 year, with expenditure fairly consistent year on year. The investment gains are reflected in the increase in investments on the Statement of Financial Position, but which we know to be transitory following the decline in investment values as the Covid-19 pandemic developed.

We draw your attention to Note 6, where the UCTF was unable, for 8 securities, to obtain a 31 December valuation in time for the sign off of the University financial statements. The latest available valuations were used (mostly 30 September) and the difference of a \$0.471 million additional gain was subsequently included in the 2020 results. This amount is not material to the reported University financial statements.

As part of the University audit, the Office of the Auditor-General determined that four trusts were not controlled by the University, and were excluded from the results taken into the University. The reconciliation from the full UCTF financial statements attached and those incorporated into the University is as follows:

University of Canterbury Trust Funds	31-Dec-19	31-Dec-19	31-Dec-19
Reconciliation to UC reported results	\$000's	\$000's	\$000's
	UC Trust Funds	Independent Trust Funds	University Restricted Actuals
Net (Deficit) / Surplus	7,321	(40)	7,281
Investments	120,099	(3,096)	117,003
Total Equity	126,199	(3,096)	123,103

Financial implications:

None.

Attachments:

Financial Statements for the UCTF for the year ended 31 December 2019.

Documents on Sharepoint for information:

None.

Paper Progress:

To:	Date:	Decision:
PFRC	10 August 2020	For information
SLT		N/A
PFRC/ARC	17 August 2020	For information
Council	26 August 2020	For information

University of Canterbury Trust Funds

Consolidated Statement of Comprehensive Revenue and Expense

For the Year Ended 31 December 2019		31-Dec-19 \$000	31-Dec-18 \$000
	NOTE		
REVENUE			
Realised Investment Gain		6,089	3,939
Unrealised Investment Gain/ (Loss)		6,292	(2,648)
Sundry Revenue		529	521
TOTAL REVENUE	1	<u>12,910</u>	<u>1,812</u>
EXPENDITURE			
Personnel Expenses		21	17
Investment Management and Advice		1,263	1,187
General Expenditure	2	1,352	1,089
Scholarships, Prizes and Awards	2	2,953	2,684
TOTAL EXPENDITURE		<u>5,589</u>	<u>4,977</u>
NET SURPLUS/ (DEFICIT)		<u>7,321</u>	<u>(3,165)</u>
Other Comprehensive Revenue and Expense	4	-	(400)
TOTAL COMPREHENSIVE REVENUE AND EXPENSE		<u>7,321</u>	<u>(3,565)</u>

Consolidated Statement of Movements in Trust Capital

For the Year Ended 31 December 2019			
Balance at Beginning of Reporting Period		118,878	122,443
Other Comprehensive Revenue and Expense	4	-	(400)
Net Surplus/ (Deficit)		<u>7,321</u>	<u>(3,165)</u>
Total Comprehensive Revenue and Expense		7,321	(3,565)
Balance at End of Reporting Period	7, 8	<u>126,199</u>	<u>118,878</u>

The accompanying notes form an integral part of these financial statements.

University of Canterbury Trust Funds

Consolidated Statement of Financial Position

As at 31 December 2019		31-Dec-19 \$000	31-Dec-18 \$000
CURRENT ASSETS	NOTE		
Cash and Cash Equivalents	14	2,900	751
Accounts Receivable		392	468
Investments	6, 13	-	2,040
TOTAL CURRENT ASSETS		<u>3,292</u>	<u>3,259</u>
CURRENT LIABILITIES			
Accounts Payable		35	98
Related Party	13	786	239
Funds Received in Advance	16	94	94
TOTAL CURRENT LIABILITIES		<u>915</u>	<u>431</u>
Working Capital		2,377	2,828
NON-CURRENT ASSETS			
PROPERTY, PLANT & EQUIPMENT			
Freehold Land at Valuation		5,270	5,270
Forests		451	451
Equipment		-	6
Accumulated Depreciation on Equipment		-	(6)
TOTAL PROPERTY, PLANT & EQUIPMENT	4	<u>5,721</u>	<u>5,721</u>
INVESTMENTS	6	120,099	112,421
TOTAL NON-CURRENT ASSETS		<u>125,820</u>	<u>118,142</u>
NON-CURRENT LIABILITIES			
Funds Received in Advance	16	1,998	2,092
TOTAL NON-CURRENT LIABILITIES		<u>1,998</u>	<u>2,092</u>
Total Net Assets		<u>126,199</u>	<u>118,878</u>
REPRESENTED BY:			
Trusts Equity	7	120,545	113,224
Revaluation Reserves	8	5,654	5,654
Total Equity		<u>126,199</u>	<u>118,878</u>

The accompanying notes form an integral part of these financial statements.

University of Canterbury Trust Funds

Consolidated Statement of Cash Flows

For the Year Ended 31 December 2019		31-Dec-19 \$000	31-Dec-18 \$000
	NOTE		
OPERATING ACTIVITIES			
Cash Provided From:			
Sundry Revenue (including bequests)		1	40
Dividends		3,755	3,281
Donations		270	223
Interest		130	144
Rent	16	164	164
Dr Mickle Fund: loans repaid		55	21
		<u>4,375</u>	<u>3,873</u>
Cash Applied To:			
Personnel Expenses		37	1
Scholarships Prizes and Awards		2,931	2,772
General Expenses		1,345	1,037
Investment Management and Advice		77	98
Dr Mickle Fund: loans issued		56	77
		<u>4,446</u>	<u>3,985</u>
Net cash (applied to) Operating Activities	3	(71)	(112)
INVESTING ACTIVITIES			
Cash Provided From:			
Property		-	796
Multi Asset Revenue		12,830	75
Fixed Interest Investments		2,488	7
Shares		2,000	2,000
		<u>17,318</u>	<u>2,878</u>
Cash Applied To:			
Multi Asset Revenue		12,839	879
Fixed Interest Investments		2,750	3,706
Shares		56	118
		<u>15,645</u>	<u>4,703</u>
Net cash provided from/ (applied to) Investing Activities		1,673	(1,825)
FINANCING ACTIVITIES			
Cash Provided From:			
Movement in Related Party		547	358
		<u>547</u>	<u>358</u>
Cash Applied To:		<u>-</u>	<u>-</u>
Net cash provided from Financing Activities		547	358
Net increase/ (decrease) in cash held		2,149	(1,579)
Cash and Cash Equivalent on hand at beginning of Reporting Period		751	2,330
Cash and Cash Equivalent on hand at end of Reporting Period		<u>2,900</u>	<u>751</u>

The accompanying notes form an integral part of these financial statements.

University of Canterbury Trust Funds

Notes to the Financial Statements

31 December 2019

	31-Dec-19 \$000	31-Dec-18 \$000
1 Total Revenue		
<i>Investment Revenue:</i>		
Dividends	3,755	3,281
Investment Property Revenue	-	21
Investment Property Gain on Disposal/ Valuation	-	105
Realised Gain on Disposal of Investments	2,205	373
Realised Exchange Gain on Investments	3	15
Unrealised Gain/ (Loss) on Investments	6,562	(1,350)
Unrealised Exchange (Loss) on Investments	(270)	(1,298)
Interest	126	144
	<u>12,381</u>	<u>1,291</u>
<i>Sundry Revenue:</i>		
Donations	270	223
Rental Revenue	259	259
Other	0	39
	<u>529</u>	<u>521</u>
	<u>12,910</u>	<u>1,812</u>
<i>Non exchange revenue included in total revenue</i>	270	223
2 General Expenses		
Auditor's Remuneration	23	19
Travel	486	453
Legal expenses	85	159
Other	758	458
	<u>1,352</u>	<u>1,089</u>

Trust expenditure on scholarships, prizes and related travel is expensed in the reporting period that it is incurred. At 31 December 2019, \$1.063 million of Erskine bequest expenditure has been approved by the Vice-Chancellor under s.196 Education Act 1989 for spend in future years. As this expense relates to travel that will take place after the period end reporting date, this has not been accrued, (2018: \$1.231 million).

3 Reconciliation of Net Surplus/ (Deficit) with Net Cash provided from/ (applied to) Operating Activities

Net (Deficit)/ Surplus	7,321	(3,165)
Add / (less) non-cash items:		
Investment Management Fees paid from within fund	1,185	1,092
Add / (less) movements in other working capital items:		
Accounts Payable	(64)	54
Accounts Receivable	76	(144)
Funds Received in Advance	(95)	(95)
Add /(less) items classified as investing activities:		
Net Realised (Gain) on Investments	(2,203)	(373)
Net Unrealised Loss/ (Gain) on Investments	(6,291)	2,645
Investment Property Yield	-	(21)
Investment Property Revaluation (Gain)	-	-
Investment Property (Gain) on Sale	-	(105)
NET CASH (APPLIED TO)/ PROVIDED FROM OPERATING ACTIVITIES	<u>(71)</u>	<u>(112)</u>

Notes to the Financial Statements (continued)

31 December 2019

4 Property, Plant and Equipment

Endowment lands were revalued as at 31 December 2018, with a reduction in the valuation of \$0.4M, and are stated at net current value as determined by CBRE in accordance with New Zealand Institute of Valuers asset valuation standards. The asset will be due for revaluation again in 2023.

The Forests asset was revalued as at 31 December 2016 and is stated at net current value as determined by Owen Springford, who is a NZIF Registered Forestry Consultant, in accordance with NZ Institute of Forestry Guidelines for Forest Valuations. The asset will be due for revaluation again in 2021.

	Cost/ Valuation Dec-19 \$000	Accum Depn Dec-19 \$000	Net Book Value Dec-19 \$000		Cost/ Valuation Dec-18 \$000	Accum Depn Dec-18 \$000	Net Book Value Dec-18 \$000
Land	5,270	-	5,270		5,270	-	5,270
Forests	451	-	451		451	-	451
Equipment	-	-	-		6	(6)	-
	<u>5,721</u>	<u>-</u>	<u>5,721</u>		<u>5,727</u>	<u>(6)</u>	<u>5,721</u>

31-Dec-19
\$000

31-Dec-18
\$000

5 Investment Property

The Investment Property (112 Waimairi Road, Christchurch) was purchased on the open market in April 2015. The asset was sold in the prior year realising a gain of \$0.105 million.

Opening Balance 1 January	-	670
Disposals	-	(670)
Change in market value	-	-
Closing Balance 31 December	<u>-</u>	<u>-</u>

6 Investments

Multi Asset	22,381	21,274
Fixed Interest	31,785	32,839
Shares	65,933	60,348
	<u>120,099</u>	<u>114,461</u>

All investments are stated at fair value using market value at 31 December with the exception of 7 securities valued as at 30 September, and 1 security valued at 30 June. The outstanding valuations for these securities are expected in February 2020, after these financial statements are signed off. The Trustees cannot therefore provide an updated valuation, for these 8 securities, for inclusion in these financial statements.

7 Trusts Equity

Balance at Beginning of Reporting Period	113,224	116,389
Net Surplus/ (Deficit)	7,321	(3,165)
Balance at End of Reporting Period	<u>120,545</u>	<u>113,224</u>

8 Revaluation Reserves

Balance as at 1 January	5,654	6,054
Revaluations - land	0	(400)
Balance as at 31 December	<u>5,654</u>	<u>5,654</u>
Revaluation Reserve - Land	5,203	5,203
Revaluation Reserve - Forests	451	451
	<u>5,654</u>	<u>5,654</u>

University of Canterbury Trust Funds

Notes to the Financial Statements (continued)

31 December 2019

	31-Dec-19 \$000	31-Dec-18 \$000
9 Major Trust Balances		
Erskine Trust	62,910	58,835
Endowment Trust	21,375	20,911
Lord Rutherford Memorial Fellowship	3,806	3,504
Judith Pownall Bequest	3,411	3,146
Roper Scholarship	2,317	2,205
Sims Empire Scholarship	2,205	2,033
Mason Trust	2,071	1,897
Ethel R Overton Scholarship	1,775	1,642
Nelson Science Scholarship	1,372	1,281
Bickerton-Widdowson Memorial	1,348	1,301

10 Distribution

The distribution policy, as per the Statement of Investment Policy and Objectives (SIPO), is to distribute approximately 4.5% annually, in proportion to the interim closing balances of each trust, to the operating accounts of the individual trusts. The difference between the actual annual return and 4.5% is to be applied to inflation proofing the capital base and for capital growth. For the reporting period, the investment activity returned a gain of \$11.092 million to be distributed across the individual Trust Funds. This represents 10.11% of the total average capital (2018 (0.001%) loss).

The total distribution allocated to/ (drawn from) eligible University of Canterbury Trust Fund entities was:

11,092	(2)
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11 Commitments and Contingent Liabilities

At the reporting date, The University of Canterbury Trust Funds hold drawdown commitments of \$0.044 million (2018 \$nil) with partnership private equity investment vehicles.

Calls on capital that were made during the period to 31 December is as follows:

Pioneer Capital	718	1,221
Continuity Capital Partners	200	780
Pencarrow Private Equity	680	560
Direct Capital	222	380
Movac	145	202

12 Subsequent Events

There are no events occurring subsequent to the reporting date that required disclosure in the financial statements.

13 Related Parties

The University of Canterbury administers the Trust Funds as Trustee of the University of Canterbury Trust Funds. Since the University of Canterbury Trust Funds do not operate a separate bank account, all payments and receipts are transacted through the University of Canterbury accounts and then recharged. These transactions include: donations, investment management fees, prizes and scholarships. The total amount of these transactions during the reporting period was \$0.547 million cash provided from the University of Canterbury (2018 \$0.358 million). The balance due to the University of Canterbury at the balance sheet date was \$0.786 million (2018 \$0.239 million) The balance is interest free and repayable on demand.

During the 2009 year the University of Canterbury Trust Funds invested NZ \$2 million with the University of Canterbury Philanthropic Bond. The terms of the Bond issue constitute a 10 year, fixed rate, unsubordinated, unsecured Bond at an interest rate of 7.25% per annum fixed for 5 years; reset for a further 5 years at a 1.75% pa margin over the then prevailing 5 year swap rate. The rate was reset on 15 December 2014 at 5.77% for the next 5 years in line with the original offer terms. The University redeemed the Bond on maturity on 16 December 2019.

Notes to the Financial Statements (continued)

31 December 2019

	31-Dec-19 \$000	31-Dec-18 \$000
14 Cash and Cash Equivalents		
NZD Cash	2,690	541
AUD Cash	8	8
International Cash	202	202
	<u>2,900</u>	<u>751</u>

Cash and cash equivalents include cash in hand and deposits held on call with banks that are readily convertible into known amounts of cash and which are subject to an insignificant risk of changes in value.

15 Categories of Financial Assets and Financial Liabilities

Financial assets

Financial assets at fair value through surplus or deficit

Investments	120,099	114,461
<i>Loans and receivables</i>		
Cash and cash equivalents	2,900	751
Receivables from exchange transactions	392	468
	<u>123,391</u>	<u>115,680</u>

Financial liabilities

At amortised cost

Trade and other creditors	35	98
Loans and borrowings	786	239
	<u>821</u>	<u>337</u>

16 Rental Income and Funds Received in Advance

A tenant of one of the endowment properties made a once only rental payment of \$3.115M to the University of Canterbury Trust Funds in 2017 as part of the renewal of the 33 year lease term which commenced 1 March 2009.

Current Liability	94	94
Non Current Liability	1,998	2,092
	<u>2,092</u>	<u>2,186</u>

The substance of the arrangement is to settle previous lengthy disputes over a lease that expired in February 2006 and provide a right of renewal for the rental period of 33 years, for which full and final consideration of \$3.115 million was paid to the University of Canterbury Trust Funds in 2017. The negotiations were lengthy and were concluded in April 2017, with no provision for or expectation of any payment to be made at any time prior to the arrangement being signed by both parties.

The payment has been allocated to the rental period commencing 1 March 2009, and will be spread over the life of the lease period on a straight-line basis. Accordingly, the University of Canterbury Trust Funds have recognised \$0.094M rental income in the year ended 31 December 2019 (2018 \$0.094M), with \$2.092M being deferred to future rental periods. This is in addition to the normal ongoing rental income from endowment lands.