

# COUNCIL

## Public Meeting Minutes



### Te Kaunihera o Te Whare Wānanga o Waitaha

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<b>DATE</b>	Wednesday 11 October 2023
<b>TIME</b>	11:00am
<b>VENUE</b>	Council Chamber, Level 6, Matariki
<b>PRESENT</b>	Ms Amy Adams (Chancellor), Mr Shayne Te Aika (Pro-Chancellor), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Mr Pierce Crowley, Mr Roger Gray, Ms Keiran Horne, Ms Rachel Robilliard, Ms Gillian Simpson, Mr Warren Poh, Ms Catherine Woods
<b>IN ATTENDANCE</b>	Ms Adela Kardos - General Counsel & Registrar; Mr Keith Longden, Executive Director Planning, Finance & Digital Services; Professor Catherine Moran - Deputy Vice-Chancellor (Academic); Mr Paul O'Flaherty - Executive Director People, Culture and Campus Life; Mr Luc Mackay, UCSA President 2024; Mr Grantley Judge - Governance and Compliance Manager
<b>APOLOGIES</b>	Mr Jack Heinemann, Mr Warren Poh for lateness (2:17pm) and Professor Cheryl de la Rey and Mr Keith Longden for early departure (3.34pm) – to attend Department of Internal Affairs Royal Commission on Covid-19 – Lessons Learnt.
<b>REGISTER OF INTERESTS</b>	The Chancellor requested that the Registrar be advised of any amendments to the Register of Interests.
<b>CONFLICTS OF INTEREST</b>	No conflicts of interest were advised.
<b>MINUTES OF THE PREVIOUS MEETING</b>	<p><b>Confirming the Minutes of the meeting held on 13 September 2023</b></p> <p><u>Moved:</u>  <i>That the minutes of the meeting held on 13 September 2023 be accepted as a true and correct record.</i></p> <p style="text-align: right;">Carried</p>
<b>MATTERS ARISING</b>	<p><b>Action Schedule</b></p> <p>There were no matters arising.</p>

**FROM THE  
CHANCELLOR**

**Degrees Conferred in Absentia**

Moved:

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

Carried

**HEALTH & SAFETY**

**Monthly Health & Safety Report**

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

- any UC incidents reported to WorkSafe would be reported to the Chancellor, via the Vice-Chancellor, as soon as practicable and would be covered off in the H&S Monthly Report to Council;
- there were no plans to remove the original Health Centre Ilam Stream bridge, as it provided additional capacity;
- the UC Health and Safety team is working with the UCSA to provide Assura H&S app training for students;
- the H&S observation schedule for 2024 was discussed and it was recommended that the proposed hazardous substances observation be bought forward to April 2024 and University travel pushed out to September 2024; and
- when undertaking H&S observations, Council members could be divided into smaller groups, so that a wider diversity of activities was observed.

Moved:

*That Council:*

1. *notes the progress, understanding and management of health and safety risks across the organisation;*
2. *notes that any UC incidents reported to WorkSafe would be reported to the Chancellor, via the Vice-Chancellor, as soon as practicable and would be covered off in the H&S Monthly Report to Council;*
3. *endorses the amended schedule of Council Health and Safety Observations for 2024; and*
4. *notes that each observation will be split into small groups of Council members to observe different H&S areas.*

Carried

**FROM THE VICE-  
CHANCELLOR**

**Vice-Chancellor’s Monthly Report**

The Vice-Chancellor highlighted items from her written report.

Additionally, it was noted that the receipt of the Academic Quality Assurance Cycle 6 Academic Audit final report was delayed. Once available, the final report would be distributed to Council.

Moved:

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

Carried

**ACADEMIC BOARD Academic Board Report**

Associate Professor Alison Griffith joined the meeting via Zoom.

The Board Report was noted and no questions were raised.

Moved:

*That Council notes:*

1. *the Academic Board Report; and*
2. *the following new curricula developments, which have been endorsed by the Academic Board, will be reported to the Committee on University Academic Programmes (CUAP):*
  - (i) *Graduating Year Review: Bachelor of Sport Coaching; and*
  - (ii) *Graduating Year Review: Postgraduate Certificate in Counselling Studies.*

Carried

Associate Professor Griffith left the meeting.

**PUBLIC EXCLUDED MEETING**Moved:

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

<b>Item on Public Excluded Agenda</b>	<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under section 48(1) for the passing of this resolution</b>
4.0 4.1	<b>Minutes</b> Confirm public excluded minutes of 13 September 2023	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	Refer to previous minutes
5.0	<b>Matters Arising</b>	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
6.0 6.1	<b>Arbitration</b> Arbitration Matter	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
7.0 7.1 7.2	<b>Health &amp; Safety</b> Monthly Health & Safety Report Health & Safety External Review Scope and Costs	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
8.0 8.1	<b>Insurance</b> Insurance Renewal 2024	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) 7(h)
9.0 9.1 9.2 9.3	<b>Digital Screen Campus (DSC)</b> DSC Project Quarterly Report Establishment Board Quarterly Report DSC Brand & Naming	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
10.0 10.1	<b>Accommodation</b> Student Accommodation Programme Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h) 7(f)(i)

		To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	
11.0	<b>Finance</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
11.1	UCTF Draft Budget 2024		
11.2	31 August 2023 Financial Summary 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)
11.3	30 September 2023 Financials Verbal Update		
12.0	<b>From the Chancellor</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
12.1	Council Work Plan 2023 Update	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
12.2	Draft Council Workplan 2024		
12.3	Honours and Appointments Council Vacancies		
12.4	Notice of Chancellor & Pro-Chancellor Elections		
13.0	<b>From the Vice-Chancellor</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
13.1	Vice-Chancellor's Monthly Report		
13.2	Academic Board Minutes 11 August 2023	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
13.3	Upcoming UC Events		
14.0	<b>Council Only Time</b>	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
		To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
15.0	<b>General Business</b>	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)

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

Carried

**GENERAL BUSINESS** There were no items of general business.

**NEXT MEETING** The next Council meeting will be held on Wednesday 8 November 2023 at 10.00am in the Council Chamber.

**MEETING CLOSED** The public meeting closed at 4:02pm.

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

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