
Minutes

Date	Wednesday 29 August 2018
Time	4.05 pm
Venue	Council Chamber, Level 6 Matariki
Present	Dr John Wood (Chancellor), Dr Rod Carr (Vice-Chancellor), Ms Sue McCormack (Pro-Chancellor), Mr Peter Ballantyne, Dr Rosemary Banks, Ms Catherine Drayton, Professor Roger Nokes, Mr Josh Proctor, Mr Malcolm Peterson Scott, Mr Steven Wakefield.
Apologies	Mr Warren Poh, Mr Shayne Te Aika
In Attendance	Mr Jeff Field, University Registrar Mr Bruce White, Acting Registrar Professor Ian Wright, Deputy Vice-Chancellor Ms Alex Hanlon, Executive Director, Learning Resources Mr Keith Longden, Chief Financial Officer Mrs Raewyn Crowther, University Council Co-ordinator
CONFLICTS OF INTEREST	No conflicts of interest were raised.
MINUTES	The minutes of the meeting held on 25 July 2018 were approved and signed as a correct record.
MATTERS ARISING	There were no matters arising.

**PUBLIC
EXCLUDED
MEETING**

Moved

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
9. 9.2	From the Audit and Risk Committee Six Month UC Financial Statements	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

and that the relevant University management representatives be permitted to remain at this meeting because of their knowledge of the various matters being discussed. 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.

Carried

**FROM THE
AUDIT AND
RISK
COMMITTEE**

The Council moved back into Public meeting at 4.12pm and confirmed the resolutions passed with the public excluded.

Six Month UC Financial Statements, NZX Release and Letters of Representation

Moved

That: Council:

- i) adopt the Six Monthly Financial Statements,***
- ii) approve the NZX release***
- iii) note the letter of representation.***

Carried

**FROM THE
CHANCELLOR**

Chancellor's Meetings

The schedule of meetings was provided for information.

Election of Student Representative on Council

Mr Proctor advised that the turnout for the student elections remained high at 41% of eligible voters, substantially higher than any other New Zealand university, and that Mr Sam Brosnahan had been elected student president.

Moved

That:

- i) Council congratulate Mr Sam Brosnahan on his election victory.***
- ii) Mr Sam Brosnahan be appointed to the University Council as the student representative from 1 January 2019 to 31 December 2019.***

Carried

Council Work Plan 2018

An updated copy of the Work Plan was tabled and Mr White noted the changes made since the plan was last tabled.

Council Meeting, 10 December 2018

The Chancellor advised Council that it was probable that this meeting would be required this year and asked members to ensure they had this date in their diaries.

Degrees Conferred in Absentia

The Chancellor 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.

FROM THE VICE- CHANCELLOR

Monthly Report

Dr Carr presented the report which was taken as read. The following points were highlighted:

- Minister Hipkins had approved a maximum fee increase of 2%, which Council had previously authorised subject to ministerial approval.
- Academic Board had been requested to opine on the academic aspects of the Kia Tōpū Business Case and would report to Council in September.
- The 2019 hall applications were running 11.5% ahead of the prior year's applications received at this time, which was a positive indication (but not a predictor) of future enrolment.
- The High Court judgement in the University's case to vary the terms of the Erskine bequest had been reserved.
- The UC Club (formerly the Staff Club) licence to occupy had been extended for 4 years, with a rent increase of 6%.

In discussion it was noted that the University's profile in regional North Island centres may not be as high as would be desirable.

Moved

That: The Vice Chancellor's Report be received.

Carried

FROM THE FINANCE, PLANNING AND RESOURCES COMMITTEE

CAPEX Quarterly Report to 30 June 2018

Ms Drayton introduced the report noting that the next Finance Planning and Resources Committee meeting would receive details of planned environmental projects.

Moved

That: Council note the CAPEX Quarterly Report to 30 June 2018.

Carried

UCTF Quarterly Report to 30 June 2018

Ms Drayton reminded Council that the fund targeted a return of NZ CPI plus 4.5% in any given year. The long term performance of the fund was exceeding expectations.

Moved

That: Council note the UCTF Quarterly Report to 30 June 2018.

Carried

Mickle Fund

The report was taken as read and there were no questions.

Moved

That: Council note the Mickle Fund Report.

Carried

**FROM THE
AUDIT AND
RISK
COMMITTEE**

Health and Safety Report

Mr Ballantyne introduced the report, noting that:

- There were no significant, unmitigated risks.
- An external review of Health and Safety did not highlight any significant areas of concern.
- Inconsistent data was recorded across the sector so benchmarking was a challenge. Discussions were progressing to achieve consistent recording across the sector.

In discussion, the following points arose:

- Universities NZ may need to take a leadership role in facilitating Health and Safety benchmarking.
- Senior Management Team (SMT) safety walk-arounds had lapsed. SMT would be invited to attend the Council safety walk-arounds.

Moved

That: Council note the Health and Safety Report.

Carried

Work Placements, Health and Safety

The paper highlighted the dual responsibility of the University and the sponsor of internships and placements for the health and safety of students. An update on the University's management of sexual harassment practices was also received.

In discussion it was noted that:

- There had been very few internship related, health and safety incidents reported over the past ten years.
- The quality of briefings provided to students had improved.
- Communication of expectations of students and their sponsors had also improved over recent years.
- The processes in place would not have protected students from the situations that had arisen in legal firms.

Moved

That: Council note the Work Placements Health and Safety Report.

Carried

Appeals, Discipline and Grievance Report 2017

The volume of appeals and grievances remained low reflecting the impact of early interventions. The volume of discipline cases was stable. It was noted that there was an increasing number of breach of discipline cases which included mental health considerations.

Moved

That: Council note the Appeals, Discipline and Grievances 2017 Report.

Carried

**FROM THE
ACADEMIC
BOARD**

Academic Board Report

Professor Ian Wright presented the report from the meeting of the Academic Board. In discussion of the Academic Board meeting it was noted:

- The Australasian Universities were protesting the cost of accessing Elsevier journals and may lose access.
- The early views of the Kia Tōpū presentation were presented. Feedback had been sought from the Colleges and Academic Board subcommittees and a formal response would be provided to Council in September. Council would receive the advice as soon as possible after Academic Board approved it.
- The Academic Board Review group would report back to the Board in October. Council would receive and discuss the report but no decision would be made in advance of the arrival of incoming Vice-Chancellor Professor de la Rey.

Moved

That: Council note the Academic Board Report.

Carried

**PUBLIC
EXCLUDED
MEETING**

Moved

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	Minutes of the Council Meeting held on 27 June 2018 with the public excluded	These items concern matters that were previously dealt with during proceedings of Council from which the public was excluded.	
5	Matters arising from those minutes		
6 6.1	From the Chancellor Emeritus Professor Nominations	To protect the privacy of natural persons.	7(a)
6.2	2019 Graduation venue	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
7. 7.1	From the Vice-Chancellor Risk 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	From the Finance, Planning and Resources Committee Low Carbon Energy Strategy	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)
8.2	Connon Hall Strengthening BC	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.3	Garden Hall BC	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.4	10 Year Financial Model	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

8.5	Bond Trust Amendment	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.6	UC Futures		
8.6.1	- UC Futures Summary	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
8.6.2	- Rehua Intumescent Paint Risk Update	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
8.6.3	- Rehua Façade and Weather Tightness Risk Update		
8.7	Student First Update Report	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
8.8	Movements in Year End Forecast to July 2018	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.	From the Audit and Risk Committee		
9.1	Draft minutes of the meeting of 20 August	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)
9.3	NZX Delisting	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)
9.4	Risk Appetite	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)
9.5	Insurance Renewal Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.6	Options and Consequences of Consolidation Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)
9.7	Code of Practice for the Pastoral Care on International Students	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
10.	From the Honours and Appointments Committee		
10.1	Report to Council	To protect the privacy of natural persons. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(a) 7(f)(i)
11.	Strategic Discussion	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)

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Carried

**GENERAL
BUSINESS**

There were no items of general business.

The meeting closed at 7.00pm.

NEXT MEETING

The next meeting is scheduled for 4.00pm on Wednesday 26 September 2018.

SIGNED AS A CORRECT RECORD:

DATE:
