

COUNCIL

Public Meeting Minutes



Te Kaunihera o Te Whare Wānanga o Waitaha

DATE	Wednesday 9 August 2023
TIME	11:00am
VENUE	Council Chamber, Level 6, Matariki
PRESENT	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, Professor Jack Heinemann, Ms Keiran Horne, Ms Rachel Robilliard, Ms Gillian Simpson, Mr Warren Poh, Ms Catherine Woods
IN ATTENDANCE	Professor Catherine Moran - Deputy Vice-Chancellor (Academic) Mr Keith Longden - Executive Director, Finance, Planning & Digital Services Ms Adela Kardos - General Counsel & Registrar Mr Grantley Judge - Governance and Compliance Manager Ms Deborah Denes - Governance Advisor
APOLOGIES	Mr Shayne Te Aika (for early departure at 1pm)
REGISTER OF INTERESTS	The Chancellor requested that the Registrar be advised of any amendments to the Register of Interests. Ms Keiran Horne advised of an existing interest to be removed from the register. Ms Rachel Robilliard and Mr Pierce Crowley advised of new interests to add to the register.
CONFLICTS OF INTEREST	No conflicts of interest were advised.
MINUTES OF THE PREVIOUS MEETING	Confirming the Minutes of the meeting held on 12 July 2023 <u>Moved:</u> <i>That the minutes of the meeting held on 12 July 2023 be accepted as a true and correct record.</i>
MATTERS ARISING	Action Schedule No matters arising from Minutes.

Carried

**FROM THE
CHANCELLOR**

Degrees Conferred in Absentia

Moved:

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

Carried

Draft Council Meeting Dates 2024 & Graduation Ceremony Weeks 2024-2026

The Chancellor briefed Council on the proposed meeting dates survey results with feedback received from Council members.

Moved:

That Council approves:

1. *the proposed Council meeting schedule for 2024 with Council meetings being held on the third Monday of the months proposed from 9.00am to 2.00pm (except the month of November, the Council meeting would be held on Wednesday, 20 November 2024). Each meeting would be followed by Health and Safety observations/site visits and/or workshop/briefings (if scheduled); and*
2. *the Graduation Ceremony weeks for 2024, 2025 and 2026, noting that the Pro-Chancellor would preside for the Chancellor for the April 2025 graduations.*

Carried

HEALTH & SAFETY

Monthly Health & Safety Report

Ms Adela Kardos presented the Monthly Health & Safety Report.

In discussion the following was noted:

- that the respective faculties held monthly (more frequently when required) health and safety committee meetings.
- more information was requested on the contractor notifiable event and on the concern around unsafe scaffolding usage.
- that the health and safety notification process was under review and outcomes of the review would come to Council.
- that a summary of ERoad reporting would be added to health and safety reporting on a quarterly basis, if possible.
- comparative health and safety data to compare previous years and identify trends was being worked on.

Moved:

That Council notes the progress, understanding and management of health and safety risks across the organisation.

Carried

**PUBLIC EXCLUDED
MEETING**

Moved:

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

Item on Public Excluded Agenda	General Subject Matter	Reason for passing this resolution in relation to each matter	Grounds under section 48(1) for the passing of this resolution
4.0 4.1	Minutes Confirm public excluded minutes of 12 July 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	Matters Arising	To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(f)(i)
6.0 6.1 6.2	From the Chancellor Council Work Plan 2023 Update Strategy Day Action Schedule	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 7.3	From the Vice-Chancellor Vice-Chancellor's Monthly Report Academic Board Minutes – 9 June 2023 Academic Board Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
8.0 8.1 8.2	Strategy & Planning Statement of Service Performance 6 monthly update Proposed Revision to TEC Investment Plan (2022-2024)	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	Delegations Delegations Schedules (Governance, People & Culture)	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)
10.0 10.1 10.2 10.3 10.4	Finance and Major Projects Major Investment Plan – Full Report Digital Transformation Quarterly Update 30 June 2023 Financial Summary Report 31 July 2023 Financials Verbal Update	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
11.0	Council Only Time	To enable the University to carry out, without prejudice or disadvantage, commercial activities. To enable the free and frank expression of opinions by or between or to members or officers or employees of the University.	7(h) 7(f)(i)
12.0	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

GENERAL BUSINESS There were no items of general business.

NEXT MEETING The next Council meeting will be held on Wednesday 13 September 2023 at 11.00am in the Council Chamber.

MEETING CLOSED The public meeting closed at 3:20 pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____

COUNCIL ACTION SCHEDULE
from the meeting held on 9 August 2023

	Action	By Whom	Due Date
1.	Report on contractor notifiable event and scaffolding be provided to Council	Paul O'Flaherty	ASAP
2.	Outcomes of the H&S notification process review be provided to Council	Paul O'Flaherty	ASAP
3.	Summary of ERoad reporting be added to H&S Report on quarterly basis	Paul O'Flaherty	October 2023