

COUNCIL
Public Meeting Agenda
Te Kaunihera o Te Whare
Wānanga o Waitaha



Agenda

DATE Wednesday 11 October 2023
TIME 11.00am
VENUE Council Chamber, Matariki

Refer to Page No.
(matches Diligent).

KARAKIA (opening meeting)

Kia hora te marino

Kia whakapapa pounamu te moana

Hei huarahi mā tātou i te rangi nei

Aroha atu, aroha mai

Tātou i a tātou katoa

Hui e! Tāiki e!

May peace be widespread

May the sea be like greenstone

A pathway for us all this day

Let us show respect for each other,

for one another

Bind us all together!

1. APOLOGIES
2. REGISTER OF INTERESTS 4-6
3. CONFLICTS OF INTEREST
Every Council Member has an obligation to declare any actual, potential or perceived conflicts of interest with any University of Canterbury activities and to ensure that such conflicts of interest are noted and managed appropriately.
4. MINUTES
 - 4.1. Confirming minutes of meeting held on 13 September 2023 – For Approval 7-11
5. MATTERS ARISING
6. FROM THE CHANCELLOR
 - 6.1. Degrees Conferred in Absentia – For Approval -
7. HEALTH & SAFETY
 - 7.1. Monthly Health & Safety Report 12-25
(Paul O’Flaherty, Executive Director, People, Culture and Campus Life)
8. FROM THE VICE-CHANCELLOR
 - 8.1. Vice-Chancellor’s Monthly Report – For Information 26-30
 - 8.2. AQA Cycle 6 Academic Report Verbal Update – For Information -
 - 8.3. Academic Board Report – For Information (Alison Griffith, Associate Professor) 31-32

9. **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 4.1	Minutes 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	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	Arbitration 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	Health & Safety 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	Insurance 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	Digital Screen Campus (DSC) 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	Accommodation Student Accommodation Programme 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 11.1 11.2 11.3	Finance UCTF Draft Budget 2024 31 August 2023 Financial Summary Report 30 September 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)
12.0 12.1 12.2 12.3 12.4	From the Chancellor Council Work Plan 2023 Update Draft Council Workplan 2024 Honours and Appointments Council Vacancies Notice of Chancellor & Pro-Chancellor Elections	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)
13.0 13.1	From the Vice-Chancellor Vice-Chancellor's Monthly Report	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

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	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)
15.0	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 Chairperson 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.

10. REPORT FROM THE PUBLIC EXCLUDED SESSION

11. GENERAL BUSINESS

12. NEXT MEETING

- Council Meeting - Wednesday 8 November 2023 at 11.00am

KARAKIA (closing meeting)

Kua mutu tātou i te mahi tahi o te rā

Kia tau tou rangimārie kei mātou

Hui e Tāiki e

We have come to the end of our collaborative work for the day.

May peace be with us all

Let it be done

UC COUNCIL
Register of Interests
11 October 2023

Name (Council Member)	Date notified	Person and/or organisation with interest	Nature of interest
Amy ADAMS (Chancellor)	2021	AMDON Farms Limited	Director and Shareholder
	2021	AMDON Investments Limited	Director and Shareholder
	2021	Hampton Downs Trust	Trustee and Beneficiary
	2021	Te Whatu Ora - Health New Zealand	Director
	2021	Melanoma NZ	Director
	2021	Montford Trust	Trustee and Beneficiary
	2021	St John	Volunteer Ambulance Officer
	2022	Tokona Te Raki (Māori Futures Academy)	Board Member
	2022	University of Canterbury Foundation	Trustee
Peter BALLANTYNE	2021	Canterbury Education and Research Trust for the Health of Older Persons	Trustee
	2019	Canterbury Scientific Limited	Shareholder via Hawkins Family Trust
	2012	Deloitte	Consultant
Pierce CROWLEY	2022	University of Canterbury	Student
	2022	University of Canterbury Students' Association (UCSA)	President
	2023	University of Canterbury Students' Association (UCSA)	Acting CEO
Cheryl DE LA REY (Vice-Chancellor)	2020	Association of Commonwealth Universities	Council Member and Chairperson
	2020	New Zealand Qualifications Authority	Board Member
	2022	Tokona Te Raki (Māori Futures Academy)	Board Member
	2019	Universities New Zealand	Chairperson and Member
	2019	University of Canterbury Foundation	Trustee (Ex-officio)
Roger GRAY	2019	University of Canterbury Trust Funds	Vice-Chancellor
	2022	Business Leaders' Health and Safety Forum	Member
	2022	North Tugz	Director
	2022	Ports of Auckland Limited	CEO
Jack HEINEMANN	2023	Ben Gough Family Foundation Leaders Scholarship	Mentor [tbc]
	2023	Academic Board (ex officio Council)	Member
	2022	Academic Freedom Aotearoa (TEU)	Member
	2023	American Society for Microbiology	Member

Name (Council Member)	Date notified	Person and/or organisation with interest	Nature of interest
	2023	Centre for Integrated Research in Biosafety (UC)	Director
	2023	Cluster for Community and Urban Resilience (UC)	Member
	2023	Editorial Board Microbiome	Member
	2023	European Network of Scientists for Social and Environmental Responsibility	Honorary Member
	2023	Higher Education Academy	Fellow
	2023	Institute for Health and Environmental Research (Australia)	Board Member
	2023	International Brotherhood of Teamsters	Member
	2023	New Zealand Employment Court	Expert Witness
	2023	New Zealand Society of Microbiology	Member
	2023	Queenstown Molecular Biology Society	Member
	2023	School of Biological Sciences – Active Change Proposal	Employee
	2023	Steering Committee Cycle 6 AQA Audit	Member
	2021	Tertiary Education Union	Member
	2021 & 2023	University of Canterbury – Faculty of Science, School of Biological Sciences (and sub-committees) and biochemistry programme	Employee
	2023	University of Wisconsin Alumni Association	Lifetime Member
	2023	Working Group on Staffing Matters (to VC)	Member
Keiran HORNE	2019	AJ & MJ Horne Family Trust	Trustee and Discretionary Beneficiary
	2019	CEC Charitable Trust	Trustee and Treasurer
	2019	Conductive Education Canterbury	Treasurer
	2023	Enable Networks Ltd and Enable Services Limited	Director & ARC Chair
	2019	Hamilton City Council	Director, Chair Audit Risk Committee
	2019	Horne Wildbore Family Trust	Trustee and Discretionary Beneficiary
	2019	Quayside Holdings Ltd	Director, Chair Audit Risk Committee
	2019	Quayside Properties Ltd	Director
	2019	Quayside Securities Ltd	Director
	2019	ScreenSouth Ltd	Chair
	2021	Son	Student at UC
	2019	Spey Downs Ltd	Shareholder
	2019	Timaru District Council	Member, Audit and Risk Committee
Warren POH	2020	Christchurch Netball Centre	Board Member
	2017	E&S Hop Holdings Limited	Director
	2022	Fire Research Group Limited	Consulting contract
	2022	Fireshield Limited	Consulting contract
	2022	First Principles Constructors Limited	Consulting contract

Name (Council Member)	Date notified	Person and/or organisation with interest	Nature of interest
	2023	Mars Bioimaging Limited	Shareholder
	2017	M & W Nominees Limited	Director and Shareholder
	2021	Netsal Sports Centre Limited	Director
	2020	NOSSLO Group Limited	Director
	2017	Ofwarren Limited	Director and Shareholder
	2023	PurePods Limited	Shareholder
	2022	Rubix Limited (supplier to UC)	Consulting contract
	2023	Rubix Limited (supplier to UC)	Shareholder
	2020	University of Canterbury	Husband of enrolled student
Rachel ROBILLIARD	2022	Canterbury Aoraki Conservation Board	Board member / Te Rūnanga o Ngāi Tahu appointee
	2022	Chapman Tripp	Employee
	2022	Mahaanui Kurataiao Ltd	Kaitiaki representative for Te Taumutu Rūnanga
	2022	Te Taumutu Rūnanga	Kaitiakitanga portfolio member
	2022	Te Taura Tāngata Trust	Trustee
	2022	University of Canterbury	Aunty is Amokapua Pākākano Tuarua, Deputy Assistant Vice-Chancellor Māori
	2023	Robby Robilliard Family Trust	Trustee
	2023	Kōwhai Enterprises Limited	Shareholder
	2023	Tāwhaki Joint Venture	Riaka Te Aka Matua Rōpū
Gillian SIMPSON	2019	Christ's College Canterbury	Board member
	2019	Ministry of Education Statutory Services Provider	Independent contractor
	2019	New Zealand Education Scholarship Trust	Trustee
	2022	Sport New Zealand Governance Services	Independent Consultant
Catherine WOODS	2023	Anthony Harper (Law Firm)	Brother employee
	2023	Public Service Association	Member
	2023	Robyn Nuthall (UC Director, Strategy and Planning)	Sister-in-law
	2023	Statistics New Zealand	Husband employee
	2023	UC Admin Plus (professional networking group)	Leader
	2023	UC Business School Committees including Research and H&S	Member
	2023	UC Staffing Matters Working Group	Member
	2023	UC Students	Daughter and niece
	2023	UC Wellbeing Advisory Group	Member
Adela KARDOS (General Counsel Registrar)	2020	University of Canterbury	Employee

COUNCIL

Public Meeting Minutes



Te Kaunihera o Te Whare Wānanga o Waitaha

DATE	Wednesday 13 September 2023
TIME	11:00am
VENUE	Council Chamber, Level 6, Matariki
PRESENT	Ms Amy Adams (Chancellor), Mr Shayne Te Aika (Pro-Chancellor) (via Zoom), Professor Cheryl de la Rey (Vice-Chancellor), Mr Peter Ballantyne, Mr Pierce Crowley, Mr Roger Gray, Mr Jack Heinemann (via Zoom), Ms Keiran Horne, Ms Rachel Robilliard (via Zoom), Ms Gillian Simpson, Mr Warren Poh, Ms Catherine Woods
IN ATTENDANCE	Associate Professor Alison Griffith – Deputy Chair Academic Board Ms Adela Kardos - General Counsel & Registrar Professor Catherine Moran - Deputy Vice-Chancellor (Academic) Mr Paul O’Flaherty - Executive Director, People & Culture and Campus Life Mr Richmond Tait, Director Finance Mr Grantley Judge - Governance and Compliance Manager Ms Deborah Denes - Governance Advisor
APOLOGIES	Mr Jack Heinemann (1:30pm) and Mr Shayne Te Aika (11:15am) for lateness.
REGISTER OF INTERESTS	The Chancellor requested that the Registrar be advised of any amendments to the Register of Interests.
CONFLICTS OF INTEREST	No conflicts of interest were advised.
MINUTES OF THE PREVIOUS MEETING	Confirming the Minutes of the meeting held on 9 August 2023 <u>Moved:</u> <i>That the minutes of the meeting held on 9 August 2023 be accepted as a true and correct record.</i>

Carried

MATTERS ARISING**Action Schedule**

It was noted that all three action items would be discussed later in the meeting.

FROM THE CHANCELLOR**Degrees Conferred in Absentia**Moved:

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

Carried

HEALTH & SAFETY**Monthly Health & Safety Report**

Mr Paul O’Flaherty presented the Monthly Health & Safety Report.

In discussion the following was noted:

- the incident reporting included everyone on campus;
- a review of the Faculty of Science was in progress; and
- that a drone policy was in place.

Moved:

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

Carried

Mr Shayne Te Aika joined the meeting via Zoom.

FROM THE VICE-CHANCELLOR**Vice-Chancellor’s Monthly Report**

The Vice-Chancellor highlighted items from her written report.

The Events Team and other staff were congratulated on the recent successful graduation ceremonies.

Moved:

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

Carried

Mr Roger Gray left the meeting.

ACADEMIC BOARD**Academic Board Report**

Associate Professor Alison Griffith introduced herself to Council and presented the Academic Board Report, which was taken as read.

In discussion the following was noted:

- there had been a good discussion by the respective Faculties on the draft Academic Freedom Policy and feedback had been provided; and
- the importance of the relationship between Council and the Academic Board.

Moved:

That Council notes:

1. *the Academic Board report; and*
2. *the following new curricula developments, which had been endorsed by the Academic Board, will be reported to the Committee on University Academic Programmes:*
 - i. *Graduating Year Review: Bachelor of Fine Arts with Honours, Postgraduate Diploma in Fine Arts;*
 - ii. *Graduating Year Review: MBA, Postgraduate Diploma in Business Administration;*
 - iii. *Graduating Year Review: Postgraduate Diploma and Postgraduate Certificate in Information Systems and Technology;*
 - iv. *Graduating Year Review: Bachelor of Product Design;*
 - v. *Graduating Year Review: Master of Engineering Studies (Renewable Energy);*
 - vi. *Deletion of the Master of Engineering in Transportation; and*
 - vii. *Deletion of the endorsements in the Master of Civil Engineering in Smart Infrastructure and Digital Civil Engineering.*

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 9 August 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	Health & Safety Monthly Health & Safety Report - Verbal	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)
7.0 7.1 7.2	Business Case Cloud Enablement Programme Ann Ballin Refurbishment Funding	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 TEC Investment Plan (2022-2024) Draft Triennial Plan (2024-2026)	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	Finance Domestic Student Fees and Student Services Levy 2024 Online Student Fees 2024	To enable the University to carry out, without prejudice or disadvantage, commercial activities.	7(h)

9.3	Eriksens Recommendations for UCTF 30 June 2023 Fully Consolidated Financial Statements 31 July 2023 Financial Summary Report 31 August 2023 Financials Verbal 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)
9.4			
9.5			
9.6			
10.0	From the Audit and Risk Committee Audit and Risk Committee Meeting 21 August 2023 Verbal Update Internal Audit – Cyber Security Report Cyber Security Quarterly Update Health & Safety Culture and Operations – External Review ARC Meeting Dates 2024 Audit NZ Management Report to Council 31 December 2022 UC Trust Funds FY22 Year End Reporting Strategic Risks Annual Full 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)
10.1			7(f)(i)
10.2			
10.3			
10.4			
10.5			
10.6			
10.7			
10.8			
11.0	Insurance Insurance Renewal 2024 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)
11.1			7(f)(i)
12.0	Academic Teaching Award Research and Innovation Awards	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)
12.1			
12.2			
13.0	From the Vice-Chancellor Vice-Chancellor's Monthly Report Academic Board Minutes – 7 July 2023	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)
13.1			7(f)(i)
13.2			
14.0	From the Chancellor Council Work Plan 2023 Update Honours and Appointments Committee Verbal Update Constitution and Council Representation People and Culture Committee Terms of Reference Vice-Chancellor Employment Committee Verbal Update (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)
14.1			7(f)(i)
14.2			
14.3			
14.4			
14.5			
15.0	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)
16.0	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.

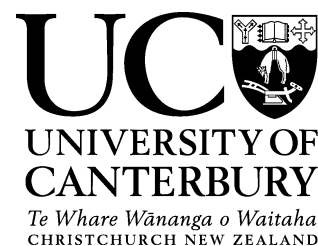
NEXT MEETING The next Council meeting will be held on Wednesday 11 October 2023 at 11.00am in the Council Chamber.

MEETING CLOSED The public meeting closed at 3:59pm.

SIGNED AS A CORRECT RECORD: _____

DATE: _____

Memorandum/Pukapuka



To:	Ki:	University Council
From:	Nā:	Paul O’Flaherty- Executive Director- People, Culture and Campus Life Natasha Barnett- Director of Health and Safety
Date:	Rā:	11 th October 2023
Subject:	Kaupapa:	Public Agenda Health and Safety Report- October 2023

Recommendation:

The Council:

- notes the progress, understanding, and management of health and safety risks across the organisation; and
- endorses the proposed schedule of Council Health and Safety Observations for 2024 contained in appendix 2.

Purpose:

To inform the Council about progress concerning the University Health and Safety plan and health and safety risk management activities.

Key Points/Strategic Fit:

The Health and Safety work plan contributes to the delivery of *Tangata tū, Tangata ora* strategic objective: Nurturing staff and thriving students.

Financial implications:

Not applicable

Attachments:

Appendix 1- Health and Safety Performance Summary

Appendix 2 – Council H&S Q&A

Appendix 3- Health and Safety Performance Metrics Dashboard

Appendix 4 - Health and Safety Action Plan Progress Report

Full paper commences overleaf.

Appendix 1

Health and Safety Performance Summary

1. T5 Risk Incidents in August

In August, 40 health and safety reports and 10 safety observations related to T5 risks were recorded. The health and safety reports can be categorised as follows:

- 8 reports of poor well-being related to ergonomic and environmental conditions (musculoskeletal pain, water leaks/flooding in music room offices causing mould growth, two staff members suffered personal medical events at work necessitating ambulance transfer to hospital).
- 11 incident reports involving hazardous substances, e.g., accidental discovery of asbestos-containing material by UC electricians while removing light fittings as part of the psychology building refurbishment; contractors dry grinding concrete outside a lab in West building; small chemical spills x3; broken glassware/ melted vessels; skin irritation from accidental chemical exposure x2.
- 9 incidents occurring during fieldwork/lone work, e.g., a field activity plan was not completed for a field trip; a field party member from another institution became unwell in Tonga; a satellite phone malfunctioned in Vanuatu; 3 students fainted while dissecting a biological specimen; a staff member was injured while attending a partner organisation's corporate ski event.
- 9 incidents involving plant/machinery, e.g., a student did not follow the departmental protocol for doing mains wiring on a student project; the 3D printer in Makerspace was damaged accidentally; lift faults x2; static shocks from headsets/earphones x2.
- 3 incidents relating to vehicles/travel, e.g., damage to Fitter's van while reversing; ice on the bridge by the health centre caused at least 8 falls and many near misses (no serious injuries sustained); a contract arborist did not set up an adequate traffic management plan, and a bus driver unknowingly entered into the restricted work zone and slipped off the paved area into the stormwater drain when attempting to turn around and exit (no injuries sustained).

All identified concerns or issues have been or are in the process of being addressed by management.

In conclusion, the T5 risk incidents in August, which constituted 59% of the total incident reports received, up by 29% from the previous month, highlight the importance of maintaining a vigilant approach to health and safety within our organisation.

2. Health and Safety Metrics Report- Commentary

This commentary provides an overview and interpretation of the data tables contained in Appendix 3.

a) 12-Month Overview (Aug 2022- 2023)

- The university received 1208 health and safety reports in the past year.
- These reports comprised 237 near misses, 352 injury/pain/discomfort incidents, 311 safety observations, and 308 assigned actions/meetings completed.
- The high rates of proactive health, safety, and well-being reporting the University has seen in the past 12 months is an important leading indicator. Near-miss reporting, safety observations, and pain and discomfort reporting enable the University to identify and respond to 'weak signals' early and prevent harm from occurring.

b) August 2023 Health and Safety Reports and Observations

- In August 2023, the university received 85 health and safety reports, including 20 incident reports, 35 near misses (where no harm occurred), and 30 safety observations.
- The health and safety reports included 10 minor injury reports, 19 pain and discomfort reports, and 7 illness reports. 1 near miss report had not been triaged (categorised) when writing this report.
- Among the illness/injury/P&D incidents reported, the personal impact (severity) score was rated as low in 40 cases and moderate in 9 cases per below.
 - 40 incidents resulted in no treatment or required first aid, e.g., bruises, sprains, cuts, grazes, contusions, hot water scald.
 - 3 moderate-severity reports of musculoskeletal pain (neck, shoulders, back) resulting in a referral for ergonomic assessments and assessment/treatment by a registered health professional.
 - 4 moderate-severity reports of assessment/treatment by a registered health professional for cuts and abrasions, and 2 reports of pain/discomfort related to cleaning work.
- 2 staff members were taken by ambulance to the hospital after suffering medical events at work.
- 5 unsafe practice observations and 14 unsafe condition reports, 3 improvement suggestions, and 8 safe practice reports were received.
- 68 new actions were created from the Executive Health and Safety Plan objectives and assigned this month. The Executive Leadership Team members own these plans. The objectives were developed to respond to the Safe365 findings for each faculty or service unit. The actions will be tracked and monitored, with overdue actions triggering notifications and/or escalation by the system.

The Health and Safety performance summary demonstrates the ongoing commitment to proactive reporting and addressing potential hazards to ensure the well-being and safety of our staff, students,

and visitors. All identified concerns or issues have been or are in the process of being addressed by management.

ENDS

Appendix 2

Update – Council Health and Safety ‘Q&A’

1. Responses to the Council’s questions from the September meeting

- a. A social media campaign and on-campus information will be used to raise students’ awareness of Assura. We are also looking at the viability of using QR codes to enable students (and staff, visitors, and contractors) to scan and report from their mobile phones without requiring them to log in to the Assura system. Improving accessibility should increase reporting rates.
- b. The Executive Director (People, Culture, and Campus Life), the Director of Equity and Student Wellbeing, and the Director of Health and Safety are considering how best to ensure that the information currently reported about students includes all incidents relating to student wellbeing.
- c. The process for reporting Notifiable Events to WorkSafe is now outlined in the UC Protocol: Event Reporting. The Director of Health and Safety is responsible for notifying the Executive Director of People, Culture, and Campus Life and has delegated authority to report Notifiable Events to WorkSafe. The Executive Director is responsible for notifying the Vice-Chancellor, who will notify the Chancellor.
- d. Further to last month’s report on scaffolding, we confirm that external scaffolders are contracted and managed to work according to the WorkSafe Scaffolding in New Zealand Good Practice Guidelines, which include training and certification requirements.

2. Proposed Schedule of Council H&S Observations 2024

- a. It is proposed that the Council continues to undertake health and safety observations focusing on the following Top 5 risks next year.

Quarter	Month	Top 5 Risks Observations
2024		
Q1	Feb	Fieldwork. Health and Safety Induction refresher
Q2	Apr	University travel
Q3	Jul	Plant & machinery
Q3	Sept	Hazardous Substances



Health and Safety Dashboard

[Link: Report an incident](#)

Business Unit
All

2023
2022

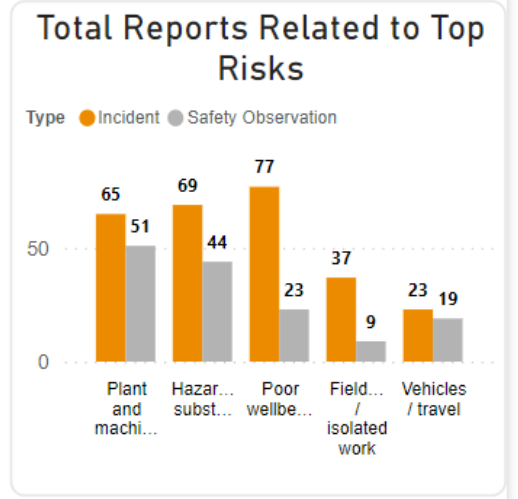
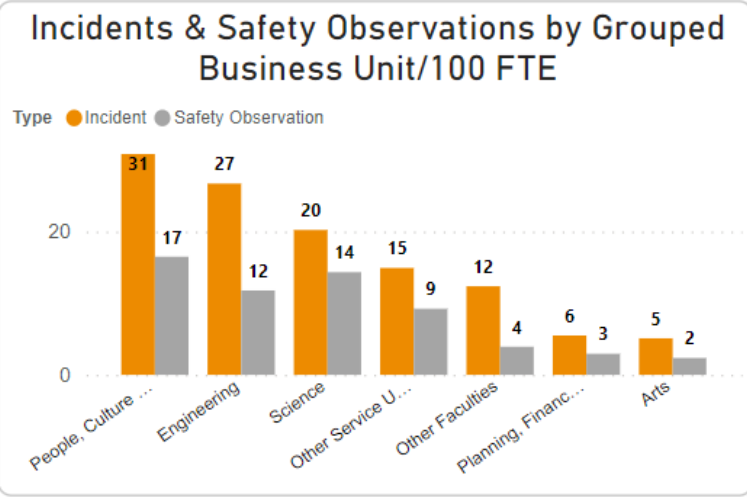
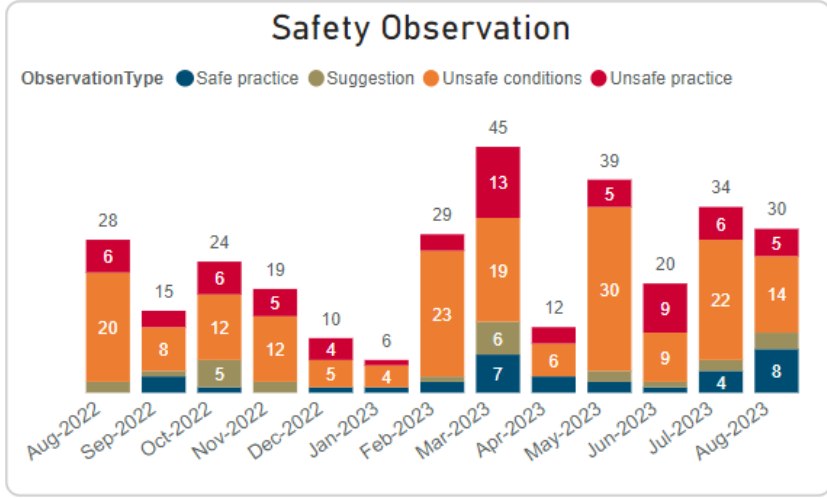
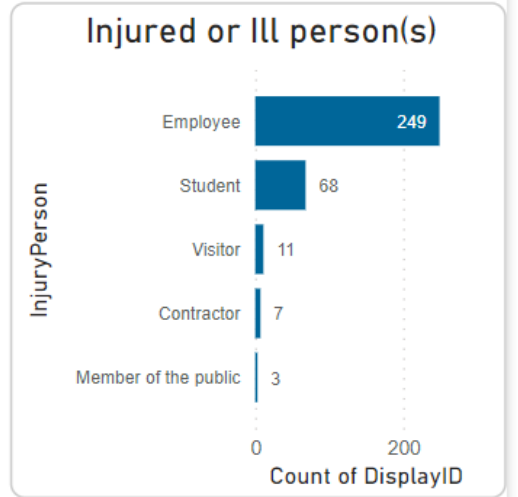
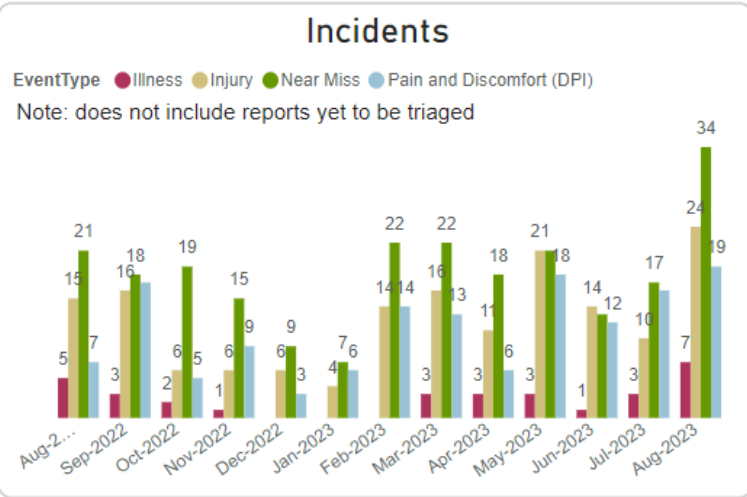
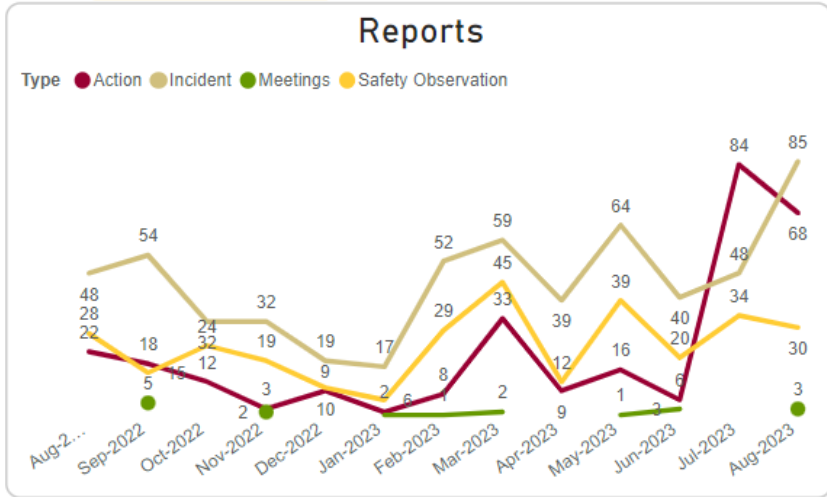
Month
Multiple selec...

Total reports
1208

Total Incidents
589

Total Near Miss
237

Total Safety Obs
311



Appendix 3

Health & Safety Performance Dashboard (YTD)



Health and Safety Dashboard

Business Unit
All

2023
2022

Month
Multiple selec...

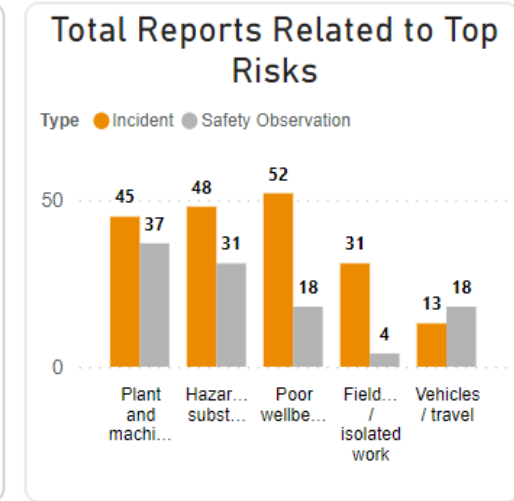
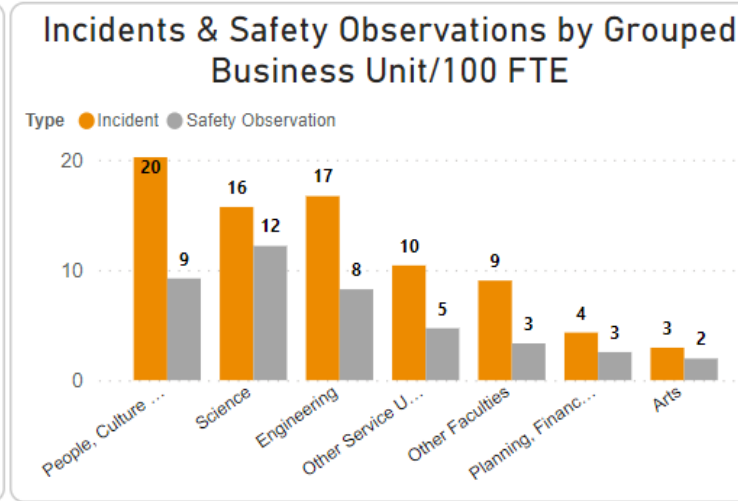
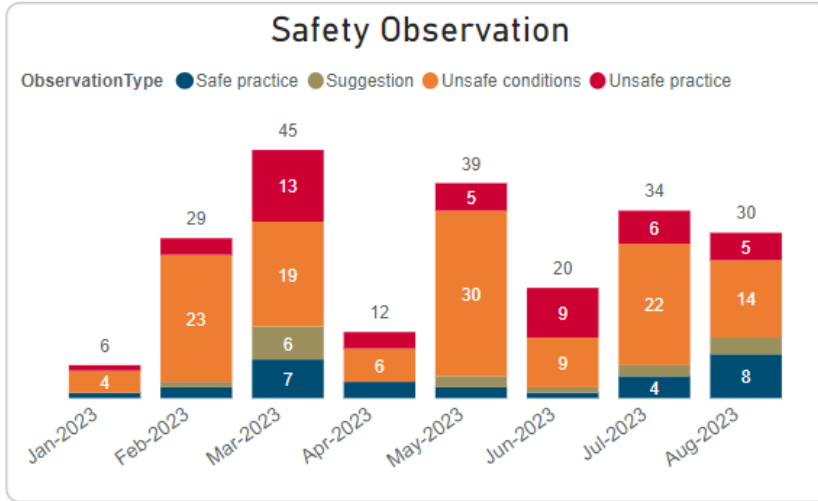
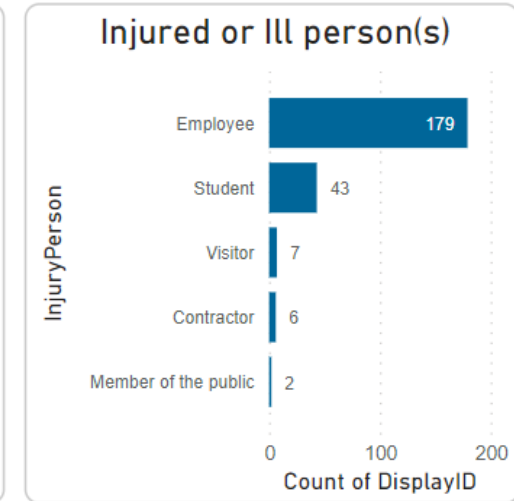
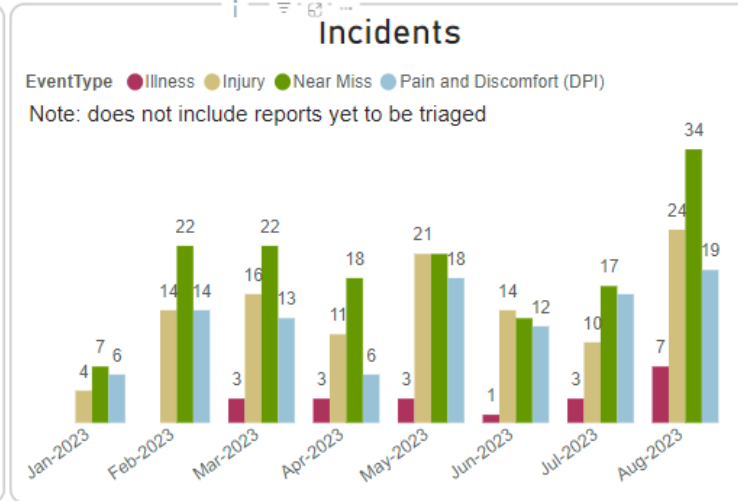
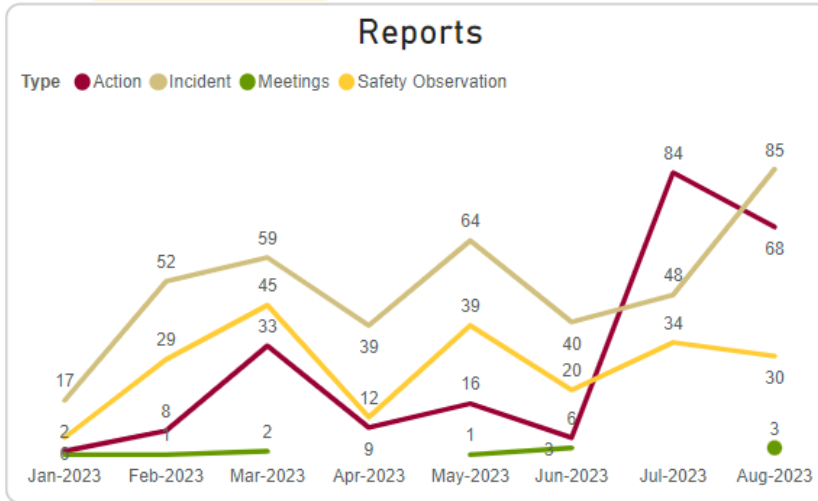
Total reports
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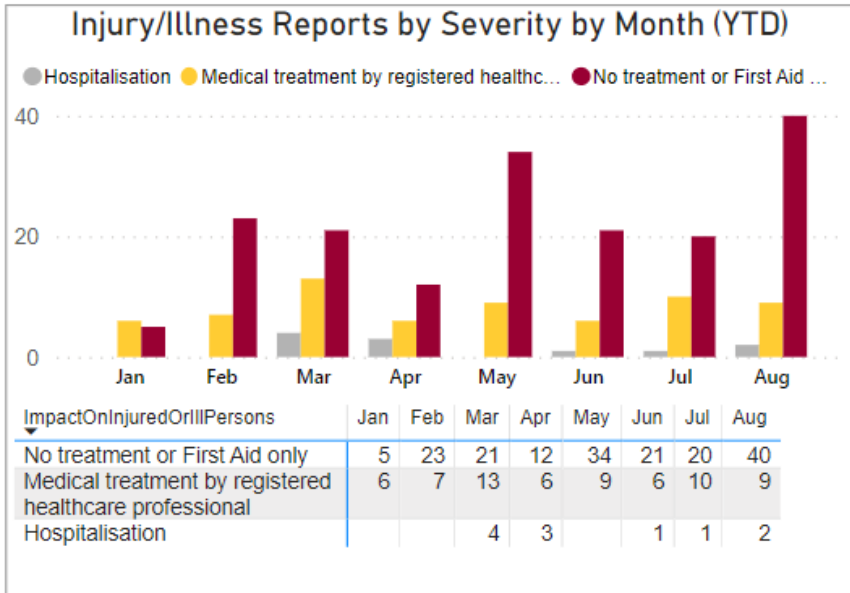
Total Incidents
404

Total Near Miss
155

Total Safety Obs
215

Link: [Report an incident](#)





Key Definitions:

Business Unit= incident reports by business unit, by month

Reports= monthly totals of all incidents, safety observations, actions, and meetings

Incidents= monthly totals of all injuries, illnesses, near misses, and pain and discomfort reports


Injured/ill persons= year to date breakdown of injuries, illnesses, and pain and discomfort reports by reporting group

Total Reports= Total incidents (includes incidents, safety observations, H&S meetings, and assigned actions completed)

Total Incidents/Total Near Miss/Total Safety Observations= year to date totals for each category (does not include reports that are still to be triaged at time of reporting)

Safety Observations= monthly totals of all safe practice, unsafe practice, suggestions, and unsafe condition reports

The Health and Safety Action Plan (Plan) 2021-2024 aligns with Tangata Tū, Tangata Ora 2020-2030 strategic objective: People- Nurturing Staff, Thriving Students, and the Mahere Oranga Well-being Implementation Plan 2020-2024. The three pou | strategic pillars: **Inspiring Leadership, Thriving Communities, and Effective Systems**, are the focus of the Plan to move beyond reactive to strategy-led and engaging and empowering our people to work together to make good decisions about health, safety, and well-being for themselves and others. In setting the direction of travel, the Plan builds on UC's collective kaupapa by incorporating operating principles that foster our organisational values of whanaungatanga, tiakitanga, manaakitanga, and culture of kotahitanga, to support an environment that is welcoming and inclusive of all our people.

Plan		Do	Check	Completed	Progress		Risk Status	Comment
Strategic Pillar	Objective				In progress (2023)	Delivery		
1. Inspiring Leadership	1.1 Our people leaders are capable health and safety leaders (staff and students) and Health and Safety Representatives, and Committees are empowered to be effective	Define health and safety leadership, capabilities/competencies, and KPIs needed across UC, e.g., Council, Senior Leadership Team, faculty/school/department, and health and safety lead levels.	KPI's set cascaded and measured. Capability framework developed.	<p>Health, safety, and well-being objectives/KPIs for the Senior Leadership Team have been agreed upon and will be cascaded to SLT direct reports via the PD&R process.</p> <p>Council H&S workshop 2nd November</p> <p>Council H&S workshop with Dr. Philip Voss (Leading Safety Ltd) 8 February 2023</p> <p>Council H&S observation (T5 risk)- hazardous substances 8th March)</p> <p>The Council approved the recommendations, objectives/actions of the Safe365 baseline at the August Council meeting.</p> <p>September Council safety observation/deep dive (Work Integrated Learning risks) has been completed.</p> <p>H&S Business Partners have developed Executive Health & Safety Plans with each member of the SLT. Objectives and actions are to be assigned to owners and cascaded as appropriate. The plans have been recorded in Assura, supporting transparency and ensuring clear accountability for objectives, actions, and monitoring.</p>	Council H&S engagement activities Q1-Q4 2023 underway	Q1-Q4		H&S Office is working with the Governance and Compliance Manager to support the Council's Safe365 action plan.

Plan		Do	Check	Progress	Delivery	Risk Status	Comment
Strategic Pillar	Objective						
		Develop a professional development pathway for departmental safety officers, health and safety representatives, health and safety team members, and committees. Consultation with DSOs, HSRs, and Committees.	The PD&R process supports the capability development of crucial health and safety personnel. PD&R process includes evaluation of H&S leadership. Participation rates improve.	<p>Departmental Safety Officers (DSO) community of practice, meeting monthly.</p> <p>DSO survey completed.</p> <p>DSO audit tools and process automation/digitisation project complete</p> <p>DSO refresher workshop/training 24 November- 23 DSOs received refresher training on roles & responsibilities.</p> <p>Training needs assessment for 'core' staff Health and Safety training</p>	See below comments regarding the delivery of online training.	Q2	↔ See below comments regarding the delivery of online training.
		Develop and deliver health and safety leadership training for all people leaders, including student leaders, with an emphasis on Safety Differently (Human and Organisational Performance Model)	Health and Safety leadership training delivered to all people leaders, including student leaders.	Leadership capability framework- H&S content design	A suite of online H&S training modules will be delivered via the new Learning Management System (DevelopMe)	Q4 (2024)	<p>↔ Ongoing effort- The content of 6 new H&S learning modules has been drafted:</p> <ol style="list-style-type: none"> 1. H&S induction 2. H&S legislation 3. H&S risk management 4. H&S governance 5. Safe handling of hazardous substances 6. Classifications of hazardous substances <p>Successfully implementing the modules into the DevelopMe platform relies on the instructional designer and roll-out plan devised by L&D. Learning & Development (L&D) has initiated the implementation of online compliance training. L&D has scheduled the online H&S induction and H&S training for managers to start in December (Q4). The remaining modules will be delivered throughout 2024.</p>
		Optimise Health and Safety Team service delivery through business partnering and service level agreement	The business partnering model is implemented	<p>H&S business partnership model is implemented.</p> <p>New H&S induction for Executive Deans/Academics has been developed and delivered by H&S Business Partners.</p> <p>Faculty Operations Director induction completed by H&S Improvement Manager.</p> <p>The H&S Business Partners have scheduled monthly meetings with the Faculty Managers for their induction and training process. This approach ensures comprehensive coverage and effective communication between the H&S</p>	Completed 2023 objectives- Continuous improvement phase.	Q1	↔ The Faculty of Science is currently working on a lab safety and compliance improvement project is underway. This significant work programme will take at least the remainder of the year. The H&S team supports this Faculty-led initiative from a project governance and operational perspective. One of the H&S Business Partners is embedded in FoS and leads a significant proportion of the programme workstreams. Approximately 85 laboratories in FoS have been audited so far.

Plan		Do	Check	Progress	Delivery	Risk Status	Comment
Strategic Pillar	Objective						
				team and Faculty Managers.			
2. Thriving Communities	2.1 Increased awareness and engagement (of health and safety) utilising story-telling and existing UC communication tools, including social media where appropriate, to share information and communicate lessons learned	Review systems involved with health and safety and staff/student engagement and refine how health and safety information and data are communicated.	H&S Communications Plan	<p>Departmental Safety Officers (DSO) community of practice meets with the H&S team monthly to ensure a regular proliferation of information and tools via the Teams forum.</p> <p>New H&S and Well-being intranet sites are live.</p> <p>Winter "Think Safe" Campaign (led by the Communications Team)</p> <p>Updated Smokefree/Vape Free Policy released in March.</p>	Communications campaigns aimed at critical audiences will run throughout the year.	Ongoing 2023	↔ Ongoing effort to improve health and safety communication via UC communication tools/processes.
	2.2 We are assured that our industry partners/PCBUs with whom we share health and safety duties have systems in place to protect the health, safety, and well-being of our people	Pursue opportunities for wider sector sharing of information related to critical risks and other joint health and safety goals.		<p>UC shares knowledge and learnings through various forums, e.g.</p> <p>UC H&S Business Partner attends UCSA and Halls of Residence H&S Committees.</p> <p>UCSA CEO attends quarterly "Service 1" H&S Committee meetings and UC H&S Committee meetings.</p> <p>UC H&S Office gave a 90-minute presentation to the UCSA Clubs Executives about H&S obligations, risk management, and overlapping duties on 15/02/23.</p>	Maintain ongoing relationships with UCSA and Accommodation providers.	Ongoing 2023	↔ Ongoing effort to engage and support UC partners where shared health and safety duties exist.
		Work Integrated Learning Project	Work Integrated Learning Project outcomes satisfy 2020 PwC Audit recommendations.	<p>Work Integrated Learning management system pilot in the Faculty of Science commences on 10 November.</p> <p>Provide ongoing best practice guidance to the Ako ā Mahi team.</p> <p>Responsibilities for the remaining outstanding actions from the PwC audit (2020) have been assigned to the relevant Executive Deans.</p>	Completed- H&S's involvement in the WIL project is now advisory only.	Q2	↔ A WIL Policy is out for consultation.
2.3 Student accommodation is healthy and safe for	H&S audits of all student accommodation providers	Student accommodation services meet the requirements of the Pastoral Care Code and Health and Safety at Work Act.	MoUs with accommodation providers updated to include the right for UC to audit or request evidence of H&S audits undertaken by Halls of Residence.	H&S audits of all student accommodation providers	Q4	↔ No new activities to report this month.	

Plan		Do	Check	Completed	Progress		Risk Status	Comment
Strategic Pillar	Objective				In progress (2023)	Delivery		
	all students			Partnership Agreements are in place with the Halls of Residence, including H&S requirements.				
3. Effective systems	3.1 Governance groups and all people leaders have insight into health and safety risks and management performance.	Develop performance metrics focusing on positive/proactive health and safety behaviours (lead indicators) and start measuring and reporting performance.	Monthly/periodic business reporting	<p>Monthly SLT/Council H&S Report.</p> <p>Periodic business reporting- live dashboard (H&S performance) now available to all staff on the intranet.</p> <p>Improvements have been made to the PowerBI dashboards in Assura to enable individual business units, DSOs, and H&S Committees to track, drill down, and identify reporting trends more easily.</p> <p>The Assura Workflow has been updated to enable categorising contributory factors at the triage phase. As most reports are closed out at the triage or initial investigation phase, this change should enable better identification of incident causation trends.</p>	Completed- Continuous improvement phase	N/A	↔	No new activities to report this month.
	3.2 Effective H&S systems and tools provide an organisation-wide view of health and safety risk and compliance	Adopt ISO 45001/45003 as the standard for OHS, and take an integrated systems approach, drawing on the most relevant elements of international management standards.	Self-assessment against ISO standards	<p>Gap analysis of current system documentation completed.</p> <p>H&S Framework is articulated to the university.</p> <p>HS&W Policy has been reviewed/updated.</p>	Ongoing effort- periodic updates to H&S Management System Documentation	Q3 (2024)	↔	This objective will be carried forward to 2024. This will allow recommendations from the audit (DTBC) to be incorporated into our documentation.
		Implement the Assura health and safety reporting system	System is implemented	<p>Assura system implementation completed in December 2021</p> <p>Student integration into Assura- completed on 19 January 2023.</p> <p>Develop Assura workflow for student reporting.</p> <p>The Chemical Process and Engineering (CAPE) "orange card" (student safety assessment) workflow has been successfully rolled out in the School.</p> <p>The Executive Health and Safety Plan workflow has been completed.</p>	Completed –Continuous improvement phase	Q1	↔	The fieldwork planning and approval workflow is under development with Assura. The workflow will digitise fieldwork activity approval processes, including risk assessment, allowing all fieldwork plans and approvals to be centrally stored for easier retrieval and reference. Progress has been slower than anticipated due to the availability of developers at Assura. A \$40K budget variation has been applied to complete the Assura Fieldwork approval workflow process development.

Plan		Do	Check	Completed	Progress		Risk Status	Comment
Strategic Pillar	Objective				In progress (2023)	Delivery		
	3.3 Legislative compliance is verified, and recommendations for improvement translate into actions and continuous improvement		<p>Implement the Safe365 programme.</p> <p>Verification of adequate health and safety processes and culture via verification audits and inspections</p> <p>Deploy an internal compliance programme for all regulatory compliance requirements.</p>	<p>Safe 365 Communications and Change Management Plan completed; Introduction session for SLT completed 18 October.</p> <p>Safe 365 staff survey completed (November) and communicated. Council Safe365 baseline assessment was completed on 7 December.</p> <p>Safe365 baseline assessments with faculties and service units have now all been completed.</p> <p>Safe365 super-users have been identified and trained to maintain the Safe365 dashboards.</p> <p>During July, the H&S Business Partners embedded in the faculties to raise awareness of the Safe365 programme and T5 Risks project.</p> <p>Executive leaders and the Faculty Managers/Directors have incorporated Safe365 objectives into their Faculty/Service Unit's Executive H&S Plan/s.</p>		Q1	↔	Ongoing effort- re-calibrations of Safe365 baselines have commenced with the H&S Business Partners supporting this process. Quarterly reviews and reporting will ensure continued progress.
		3.4 Increased risk mindfulness and embed a critical risk management framework	Co-design critical risk (high-consequence hazards) management framework (aligned to UC Risk Management Framework) and implement Control Plans for critical health and safety risks	<p>Risk reviews and control plans completed for T5 risks.</p> <p>Conformance reporting on T5 risks</p>	<p>The T5 project charter and scope of work have been defined and approved.</p> <p>Identification of critical projects that are dependencies, i.e., WIL software management system implementation/project, hazardous substances inventory system implementation.</p> <p>Bow tie risk assessments for T5 risks.</p> <p>DSOs reviewing risk registers and undertaking risk control reviews (ongoing)</p> <p>Develop assurance framework- review existing systems and processes related to T5 management.</p> <p>All project milestones for 2022 were achieved.</p> <p>A repository/workflow has been developed in Assura to record T5 risk controls and risk control reviews.</p>	H&S Audit planned for Q4	Q4	↔
					Identify fundamental changes for T5 management- develop a Critical Risk Control Standard in Assura for each T5 risk.	Project completion end of Q4	↔	Ongoing effort- T5 risk control verification actions are being scheduled to assess the effectiveness of the barriers that eliminate and minimise threats and consequences and assure T5 risk management. The H&S team has developed a verification workflow in Assura, allowing best practice triangulation, recording, and reporting risk control reviews and verification evidence.
					Monitor management of T5 risks with risk managers.			
					Provide periodic reporting to risk owners.			

Vice-Chancellor's Report to Council



September 2023

Introduction

The final term of the 2023 academic year began on 11 September, coinciding with the arrival of Spring and marked by the beautiful blooms on campus.

We hosted a successful Rā Tōmene | Open Day 2023 where prospective students and their whānau were engaged and informed of essential information for attendees to make decisions about their tertiary education and course choices. Across our 109 information sessions, we filled approximately 12,000 seats in lecture theatres throughout the day. Feedback was overwhelmingly positive.

150th celebrations continued in September, and notable among the events was the trip to the United Kingdom. The UC delegation (including the Chancellor) visited Christ Church College, Oxford, for an Evensong Service at Christ Church Cathedral followed by a dinner; both officiated by the Dean of Christ Church, the Very Reverend Professor Sarah Foot, in commemoration of our shared historic ties.

At Cambridge University we met with the Vice-Chancellor and Pro-Vice-Chancellor Education to discuss potential areas of collaboration, and afterwards there was a lunch with students, staff, UC Alumni, Cambridge fellows and key collaborators. Professor Mary Fowler, great granddaughter of Ernest Rutherford, spoke about the close ties between UC and Cambridge. Our UK trip concluded with an alumni reception in London, with 127 registered guests, where New Zealand High Commissioner Phil Goff gave an opening address following a welcome by the Chancellor.

As part of the same trip I attended the Times Higher Education World Academic Summit in Sydney, where I participated in the Presidents' Forum and presented in a panel session on "*Closing the Equity gap*". I also spoke at the Sydney Alumni event which was very well attended. Sydney Alumni were especially receptive, as this was the first time we'd been to Sydney since 2016.

Engagement

Our UC 150th Anniversary photographic travelling exhibition, showcasing some of UC's historic photos and contrasting them with modern UC shots, was on display in the Mt Hutt Memorial Hall in Methven on 11-19 September and featured in *Snowfed* community news. The exhibition was in Ashburton until 29 September and will travel to the Te Ara Ātea community and library building in Selwyn during 9-12 October.

As part of the Tauhere UC Connect public lecture series, Dr Rachael Wood presented "*Can we end endometriosis?*", highlighting her current work on innovating solutions for diagnosis and treatment of endometriosis. Professor Bronwyn Hayward presented her research in "*Change our politics, not the climate*" on 27 September.

We hosted a stand at the Smart Christchurch Innovation Exhibition (SCIE) on 10-11 September, to celebrate UC's impact over the last 150 years and showcase current innovations from across the University to inspire future innovators. More than 8,000 people attended SCIE and engaged with the stands and activities.

On 7 September 83 career advisors from schools around Aotearoa participated in Rongo o te Wā, a two-day conference promoting UC and Ōtautahi Christchurch as a study destination for students. I had an opportunity to deliver a presentation to the advisors focussing on UC's commitment to accessible, flexible and future-focussed education. On the second day of the conference they participated in our successful Rā Tōmene | Open Day on 8 September.

The Faculty of Education hosted a Primary School Principals Day on 1 September with over 30 school leaders and more than 180 students attending the event. Principals said they were impressed with UC student leadership during the event and hoped to continue their success with hiring UC graduates.

On 16-17 September the Faculty of Science hosted the two-day NIWA Canterbury Westland Schools' Science and Technology Fair featuring hundreds of science and technology based research projects.

The University's first staff giving campaign with an on-campus ice cream social was attended by more than 300 staff members on 7 September.

With the help of Foundation trustee Andrew Oh and his firm Duncan Cotterill, on 6 September we hosted a free estate planning workshop for alumni and donors that was attended by 34 people. The event was well-received and has led to one notified bequest.

Education – Accessible, Flexible Future Focussed

UC took part in the second Tūwhitia symposium held at Te Wānanga o Aotearoa. Deputy Vice-Chancellor Academic Catherine Moran presented on how UC uses data to support taura success, and Deputy Assistant Vice-Chancellor Māori Liz Brown participated in a panel considering holistic taura success. The keynote presenter was Dr Karen Stout, Chief Executive Officer of Achieving the Dream. UC has worked with Karen in the past and it was an excellent opportunity to share practice. Te Wānanga o Aotearoa graciously acknowledged UC's launch of the inaugural Tūwhitia symposium and next year the symposium will continue, hosted by Te Pūkenga.

The 2023 Graduate Destination Survey (GDS), which looks at early outcomes of students who have completed their studies with us in 2022, had a 35% response rate. The overall employment rate for 2022 graduates is 88%, up 4 percentage points from 2021 graduates. Notably, the employment rate for Māori graduates is up to 92% from 88%, Pacific graduates up to 87% from 79%, and female graduates is up at 89%, from 83% in the previous survey year. Just over half of employed graduates indicate employment in the Ōtautahi Christchurch area (51%, up from 49%). Approximately 27% of survey respondents indicate pursuing further study, with the majority continuing to study at University of Canterbury. Lastly, 80% of graduates would recommend their completed programme at UC to others, up slightly from 78% in 2022's survey.

While some students prepare to finish their time with UC, many are looking to join us in 2024. The Future Student Advisors and Kaitoko first year advisors joined forces on Rā Tōmene | Open Day to provide course planning advice for more than 200 prospective students. Te Pātaka was a hive of activity as students and their whānau, many from out of town, took the opportunity to explore the support services that UC offers.

Congratulations to Professor Philippa Martin on winning a Te Whatu Kairangi – Aotearoa Tertiary Educator Award. The award recognises her trailblazing work to transform engineering education to include greater diversity, equity, and inclusion.

We also acknowledge this year's recipients of the Distributed Leadership in Teaching Programme (DLTP) Scholarships, with awards in two categories.

General Category Recipients:

- Rachael Evans, William Grant, Adrienne Paul (Faculty of Law) - *Indigenising the LLB*
- Kathryn MacCallum (Faculty of Education) - *AI as a pedagogy: Exploring the approaches and the literacies to better facilitate learners to utilize AI*

- Clare Worley (Faculty of Science) - *Designing a Customisable Adaptive Learning System*
- Sarah Flanagan (Faculty of Science) - *Engaging Students and Building Resiliency by Cultivating Problem-solving Mindsets*

Work Integrated Learning Category Recipients:

- Kate Cook, Gina Tillard (Faculty of Science) - *Identifying transfer of knowledge and skills for work-integrated learning (WIL); what do supervisors and students describe as the key characteristics*
- Lyndon Fraser (Faculty of Art) - *Building Career Development and Work-Integrated Learning into Programme Curricula: The BA Cultural Heritage Specialisation as a Case Study*
- Carolin Ritter (Faculty of Science) - *Building meaningful Career Development Learning and Work-Integrated Learning into the new Bachelor of Psychological Science*

Research – Impact on a Changing World

Professor Peter Gostomski has assumed the role of Acting Tumu Tuarua Rangahau | Deputy Vice-Chancellor Research, responsible for Research and Innovation and the Graduate School; with Professor Catherine Moran taking up the Library portfolio until the end of year, while Professor Ian Wright remains on medical leave.

UC researchers have been awarded \$28.92 million in this year's MBIE Endeavour funding round, almost doubling our 2023 round total of \$16 million and the University's best performance in this fund to date.

The successful programmes were:

- Dr Sarah Kessans - *Developing platforms for biological research in microgravity* (\$9.9 million)
- Professor Richard Green - *Predicting the unseen: a new method for accurate yield estimation in viticulture / horticulture* (\$6.1 million)
- Dr Heather Hendrickson - *Adaptable phage solutions for precision biocontrol for primary industries* (\$9.0 million)

The successful Smart Ideas, which each receive \$1 million in funding, were:

- Professor Peter Gostomski - *Enhancing the sustainability of dairy farming using advanced methane biofiltration*
- Associate Professor Deborah Crittenden - *Long-lived, high-performance organic batteries for a greener rechargeable world*
- Dr Sylwia Kolenderska - *Extending the Boundaries of Digital Signal Processing: AI-powered Fourier Transformation Alternative*
- Professor Daniel Holland - *Redefining the future of forensic drug testing using NMR*

UC sponsored the H₂ 2 Zero Summit in Wellington this month, with 250 attendees including industry, government, and investment leaders focused on hydrogen projects. Keynote speakers included the Japanese Ambassador to New Zealand, the German Director-General for Energy, the United States Department of Energy's Director of Hydrogen and Fuel Cell Technologies, and the Research Director of the Scaling Green Hydrogen Cooperative Research Centre in Australia. UC received industry recognition for its work, and Dr Rebecca Peer represented UC effectively in a Research and Innovation Panel discussion.

People – Nurturing Staff, Thriving Students

After a year of competitions in eight sports between all Universities, UC has won both the overall award, the Universities' Sporting Shield (the trophy's 100th year in our 150th year), and the Te Kaitiaki Spirit Trophy. We last won the shield in 2007; the University of Auckland has held it since 2011. It is the first time UC has won the Te Kaitiaki Spirit Trophy, and the first time ever that a University has won both trophies in the same year. My congratulations to all of the sportspeople, coaches and administrators involved.

UC celebrated Te Wiki o te Reo Māori week early in September, continuing last year's theme of *Kia Kaha Te Reo Māori* (making the language stronger). This special occasion was celebrated with many events around campus, from sharing kai, practicing Te Reo, learning more about names of UC buildings and opening with karakia at Rehua each morning.

UC's Wellbeing team delivered various events to uplift and focus on mental wellbeing during Mental Health Awareness Month. Programmes were structured around learning, connecting, an active lifestyle, giving and awareness, with wellbeing related prizes on offer for participation.

Women's Suffrage Day was on 19 September and the UC Wellbeing Team took the opportunity to recognise the occasion by integrating it into the University's Mental Health Awareness Month activities. Students and staff were invited to join the "Pedalling Path to Freedom" route, designed to be explored by bicycle or on foot and aimed to educate participants about influential women at UC. Some of the notable figures featured on the trail were Alice Candy, Beatrice Tinsley, Elsie Lock, and Jane Soons. At the end of the tour participants were able to explore Kate Sheppard House.

In early September 16 academic staff participated in the Early Career Academics workshop. Over two days participants from all faculties discussed a range of issues including planning research and teaching careers, research-informed teaching, innovative teaching, developing a media profile and work/life balance.

UC and other Canterbury Tertiary institutions co-hosted Te Huinga Tauira at UCSA, the annual National Māori Students Conference. More than 200 participants from around the country took part over four days in a range of learning, sporting, cultural, and social activities.

On 25 September we welcomed Keith Lilley as Director of Facilities Management. Keith has many years of experience gained from various similar senior roles in the public sector across the UK, most recently from the University of Sheffield.

Internationalisation – Locally Engaged, Globally Networked

European Union Ambassador to New Zealand, Her Excellency Nina Obermaier, visited Christchurch on 28 August to thank the city for its active involvement in the International Urban and Regional Cooperation program. The University is a significant partner in this program and Christchurch was singled out as a standout participant. A successor, city co-operation program is planned, involving cities with a history of commitment to sustainability goals which Canterbury (and UC) will be part of.

UC's program for hosting international delegations is an activity that maintains our global footprint, aiming to drive international student recruitment and research collaboration. The visiting delegations to UC in September included President Yuan Wen of Shanghai Normal University and President Professor Zhang Honghai of Qufu Normal University. Assistant Vice-Chancellor Engagement Brett Berquist progressed the development of a joint education program in Mathematics.

On 21 September the University of Canterbury and the Fiji Government's Tertiary Scholarships and Loans Services (TSLs) signed a letter of agreement to enable sponsored Fijian students to study at UC at the undergraduate as well as postgraduate (MA and PhD) levels from 2024.

From Washington DC, The Chronicle of Higher Education Executive Editor Liz McMillen interviewed me for their series *On Demand: Global Leadership Interview*, where they discuss with university leaders from around the world how they approach the many challenges facing higher education institutions. In the interview we talked about the background of UC's Office of Treaty Partnership, steps taken to improve educational outcomes for Indigenous students, and community feedback about the partnership.

Organisational Efficacy – of a sustainable scale by 2030

The Digital Services and the Student Insights team have established UC's first Azure Machine Learning Application Landing Zone initially for the Analytics for Course Engagement project. This enables us to develop UC's internal Machine Learning capabilities to produce more accurate and timely engagement scores for ACE, whilst enabling both Student Insights and Digital to explore other initiatives leveraging predictive analytics, intelligent student enrolment and management.

Digital Services rolled out new password manager software for all staff in September, following the deployment of the software for all UC Students earlier in the year. This simple to use password manager software provides easy security of passwords and enables teams who have to use shared passwords for legitimate reasons to have a secure method of protecting these. The product has also been offered with an additional benefit for UC continuing staff who can now access free 1Password accounts for their family members.

Our Digital Services Product Manager for Research Experience, Jamie Hart, was recently awarded the emerging ICT leader award at the Council of Australasian University Directors of Information Technology Incorporated (CAUDIT).

Environmentally Sustainable

Civil Engineering student Thomas Steele was awarded the prestigious title of Best Student of the Southern Region in the 30th NZ Institute of Building People Awards, run by the NZ Institute of Building.

Nicole Hamilton-Cross, Laboratory Manager Chemical and Process Engineering, has developed Chemical Waste Disposal Guidelines that are being used at other New Zealand tertiary institutes. The guidelines were established to be consistent with Christchurch City Council (CCC) bylaws and provide direction for researchers on the safe disposal of chemical waste, as well as a framework (in the form of a decision tree) that enables safe, independent decision-making by students.

UC won the hotly contested TEFMA (Tertiary Education Facilities Management Association) Innovation Award for the initial pilot work undertaken on digital monitoring of stream water quality.

All programmed water meter installations for 2023 have been completed. This enables a far more accurate understanding (and reporting) of potable water use across campus, as well as identification of any system failures (i.e. leaks) and therefore faster response times.

A zero-waste Sustainability Māketē was hosted by Facility Management's Sustainability Office, with around 500 people attending in Haere Roa.

In conjunction with the CCC and local organisations such as Spokes Canterbury, a local cycling advocacy group, the UC Sustainability team is hosting a series of "Biketober" events, activities and activations during October to encourage staff and students to choose cycling as their mode of transport.

Memorandum/Pukapuka



To:	Ki:	University Council
From:	Nā:	Professor Cheryl de la Rey, Vice-Chancellor
Date:	Rā:	19 September 2023
Subject:	Kaupapa:	Academic Board report

Recommendations:

1. *that the Council notes the attached report of the Academic Board (attachment 1)*
2. *that the Council notes the following new curricula developments (to be found in Diligent attachment 2) which have been endorsed by the Academic Board and will be reported to CUAP:*
 - (i) *Graduating Year Review: Bachelor of Sport Coaching*
 - (ii) *Graduating Year Review: Postgraduate Certificate in Counselling Studies*

Executive Summary:

The Board endorsed new curricula developments. The meeting was brief to allow discussion at a workshop in two parts – initial consideration of the adoption of priority research themes and a review of the UC graduate profile.

Attachments:

- **Attachment 1: Academic Board report from August 2023**
- **Attachment 2: Graduating Year Review (refer to Diligent Reference folder “Academic Board Background Papers”)**

Full papers commence overleaf.

ATTACHMENT ONE



TE POARI AKORANGA | ACADEMIC BOARD

REPORT TO THE COUNCIL

FROM A MEETING OF THE ACADEMIC BOARD

HELD ON FRIDAY 15 SEPTEMBER 2023

REPORT FROM THE ACADEMIC ADMINISTRATION COMMITTEE

Graduating Year Reviews

The Deputy Vice-Chancellor Academic introduced the final two Graduating Year Reviews (GYRs). The reviews occur as part of the CUAP process within three years of the first graduating cohort. The AAC had reviewed each of the reports. There were no substantial questions or comments.