



**LINCOLN**  
UNIVERSITY  
TE WHARE WĀNAKA O AORAKI

# LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 27 August 2024 at 9am in Whare Auahu, ground floor, Waimarie and online via MS Teams

## Meeting Minutes

- Present: Mr B Gemmell (Chancellor), Prof G Edwards (Vice-Chancellor), Mr D Cooper, Mrs M Ash, Mr J Parsons, Mr D Jensen, Mrs J Fredric, Prof D Moot, Mrs G Thompson (each a Council Member).
- Via MS Teams: Dr Marjan van den Belt, Mrs L Hill-Taiaroa, Mrs P Parata-Goodall,
- In attendance: Mrs S Roulston (Chief Operating Officer)  
Mr D Lodge (Deputy Vice-Chancellor, Student Life)  
Mr N Heslop (Council Secretary)  
Prof M Kawharu (Deputy Vice Chancellor, Māori)  
Mr R Adams (Te Awhioraki Tumuaki)

*Meeting started at 9.02am.*

### 1. Welcome/Karakia/Apologies

The Chancellor welcomed Councillors to the meeting and invited Mr R Adams to open the meeting with karakia.

There were no apologies

### 2. Disclosures of interests

The interest register was NOTED.

### 3. Confirmation of the Previous Meeting Minutes

Council RESOLVED:

To confirm the minutes from the Council meetings held on 30 July 2024 as true and correct with minor corrections to attendance.

*Resolution*

**MOTION CARRIED**

### 4. Matters arising from the Minutes

The action register was NOTED.

### 5. Notice of items of General Business

There were no items of general business.

## 6. Vice Chancellors Report

The report was taken as read. The Vice Chancellor highlighted the following:

- Lincoln successfully hosted the 2024 Food & Fibre Awards
- The nomination period has opened for Awards and Medals to be presented in 2025
- Roger McLenaghan recently celebrated 50 years of service at Lincoln University
- The University Advisory Group (UAG) visited Lincoln on 20<sup>th</sup> August and met with several staff. UAG is working its way towards a phase 1 report with a timetabled delivery of November 2024.

*Action: Council Secretary: write to Roger giving thanks for service*

Council discussed:

- the 5% tariff applied to all university travel that contributes to a Sustainability Fund. Applications are made to this fund that support measures to reduce Lincoln's carbon footprint. The Sustainability Fund is overseen by the Sustainability Taskforce. A change to the travel policy now permit staff to take annual leave abutting an overseas work trip.
- Comment from TEC that Lincoln is assessed as medium risk using its Financial Modelling Framework (FMF) alongside Otago and Waikato. This information was likely included in the Brief to the Incoming Minister (BIM). Lincoln is currently waiting on comment from TEC on changes to the FMF that will be made.

Council endorsed the Chancellor and Vice Chancellor writing a follow-up letter to the UAG and Ministers of Education and Finance to underscore Lincoln's strengths arising from the conversation at Council.

*Action: Council Secretary*

## Council Resolution

That Council:

1. **RECEIVE** the information in the Vice Chancellor's Report.

*Resolution*

**MOTION CARRIED**

*Mr David Jensen joined the meeting during discussion of Item 7.*

## 7. LUSA Report

The report was taken as read. The LUSA President highlighted the following:

- Robbie Adams was recently appointed Tumuaki Takirua at Te Awhioraki alongside Kendall Bramley.
- LUSA hosted an on-campus Student Conference at Lincoln University with all eight general University Student Associations, Te Mana Ākonga and National Disabled Students' Association attending.
- Splitting the Events & Clubs Co-ordinator role into an Events Coordinator and Student Reps and Clubs Coordinator roles.
- A part time events planner has been hired to support Te Awhioraki and enable Te Awhioraki executive to focus on governance and leadership

responsibilities.

Council discussed student expectations around online delivery of courses. Anecdotally there is an expectation that online delivery is available for students if they are unable to attend class or wish to “time-shift” their learning.

Noted that management are currently working on a Digital Strategy.

### **Council Resolution**

That Council:

1. **RECEIVE** the information in the LUSA Report.

*Resolution*

**MOTION CARRIED**

### **8. Academic Board Reports**

The report was taken as read.

### **Council Resolution**

That Council:

1. **NOTE** the Academic Board Reports from its meetings on 14 August 2024 meeting

*Resolution*

**MOTION CARRIED**

### **9. 2026 Investment Plan governance and timeframes report**

The report was taken as read. The Chief Operating Officer informed Council:

Early-stage planning for the 2026 Investment Plan is underway. Current expectations are that Lincoln will remain on a 3-year cycle.

Seeking Council comment on whether it desires to nominate a Councillor to be a member on the Investment Plan Steering Group and the preferred decision-making pathway.

Lincoln University ultimately reports against the Investment Plan in the SSP (annual report). This document signals the funding Lincoln University believes it will need.

Council confirmed that:

1. The appropriate governance reporting structure is for the Investment Plan to go to the Audit, Risk, & Assurance Committee before it is seen by Council; and
2. It did not wish to nominate a Council Representative on the Investment Plan Steering Group.

### **Resolution**

That Council:

1. **RECEIVE** the information in this report.
2. **NOTE** the proposed Steering Group membership and not nominate a

Council Representative to that group.

**Resolution**

3. **CONFIRM** that reports concerning the Investment Plan should be submitted to both the Audit, Risk, & Assurance Committee and Council.

### MOTION CARRIED

#### 10. General Business

There were no items of general business.

#### 11. 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:*

<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under section</b>
<b>Conferral of Qualifications</b>	To protect the privacy of natural persons	7(2)(a)
<b>Audit, Risk, &amp; Assurance Committee</b> 1. Report 2. Minutes from meeting on 20 August 2024 3. Whare Wānaka investment Business Case 4. 2024 6+6 Opex Reforecast 5. 2024 6+6 Capex Reforecast 6. Naming Rights Policy	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)
<b>Monthly Recruitment Report</b>	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)
<b>Finance Report</b>	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)
<b>Health &amp; Safety Report</b>	To avoid prejudice or disadvantage to the commercial activities of the University To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(h) 7(2)(j)

*I move also that:* Professor Grant Edwards (Vice-Chancellor), Prof Chad Hewitt (Provost), Ms K McEwan (Executive Director People Culture and Wellbeing), Prof Merata Kowharu (Deputy Vice Chancellor, Māori and Pasifika), Mrs S Roulston (Chief Operating Officer), Mr A Pearson (property Director), Mr D Lodge (Deputy Vice-Chancellor, Student Life), Mr T Osborne (Director of Finance), Ms K Bramley (Tumuaki-Takirua Te Awhioraki), Mr D Cooper (LUSA President), Mr David Bain, Mrs Sheree Jahnke-Waitoa, and Mr Nathaniel Heslop (Council Secretary), be permitted to remain at this meeting after the public has been excluded, because of their knowledge of the various matters being discussed. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because of their involvement in the development of reports to Council on these matters.

### MOTION CARRIED

*Secretariat Note: at the commencement of the closed session Council agreed that it was desirable to hear the Health and Safety Report in the open session.*

#### 12. Health & Safety Report

The Director of People, Culture, & Wellbeing spoke to the report highlighting three injuries to staff, one resulting in time off work.

Council discussed the reporting processes for health and safety and encouraged management to how the reporting from construction, the farms, and wholly owned subsidiaries feed into the report presented to Council.

Council asked the Council Secretary to stand up a schedule for Council Members and SLT

to do a Health & Safety Observation Walk around various parts of the University.

Council queried the health of the reporting culture due to the low number of near misses included in the report and encouraged the promotion and celebration of a culture of reporting.

*The public were readmitted to the meeting at 12.31pm*

#### **14. Closure and next Meeting**

The meeting closed at 12.32pm.

The next meeting is scheduled for Tuesday, 29<sup>th</sup> October 2024 at 9am and will be held in Whare Auahu, ground floor in Waimarie, at Lincoln Campus.

CONFIRMED THIS 29<sup>th</sup> DAY OF October 2024

**BRUCE GEMMELL**  
**CHANCELLOR**