



COUNCIL

**Minutes of the Council Meeting held on Monday, 27 February 2017
From 12.30 pm to 5.20 pm in the Hunter Council Chamber, Level 2, Hunter Building,
Kelburn Campus**

PRESENT: Sir Neville Jordan (Chancellor)
Ms Robyn Bargh
Professor Grant Guilford (Vice-Chancellor)
Ms Jacinta Gulasekharam
Ms Traci Houpapa
Associate Professor Kate Hunter
Dr Carwyn Jones
Ms Alexandria Mark
Mr Neil Paviour-Smith (Pro-Chancellor)
Dr Farib Sos
Mr Roger Taylor
Ms Caroline Ward (Secretary to Council)

APOLOGIES: Dame Therese Walsh

IN ATTENDANCE: Mrs Janet Colson, Executive Director, Development and Foundation
Ms Annemarie de Castro, Director, Human Resources
Ms Katherine Edmond, Associate Director, Communications and Marketing
Mr Simon Johnson, General Counsel
Professor Wendy Larner, Provost
Mr Mark Loveard, Chief Operating Officer
Mr Phil O'Connell, Director, Safety, Risk & Assurance
Ms Madeleine Setchell, Director Communications & Marketing

17.01 CHANCELLOR WELCOME / APOLOGIES

- Noted:**
- 1 that the Chancellor welcomed everyone to the meeting in particular new Council Members Ms Alexandria Mark and Dr Carwyn Jones.
 - 2 that Professor Sally Davenport was congratulated on her new role leading the Science for Technological Innovation National Science Challenge.

Resolved: that the apology from Dame Therese Walsh be sustained.

Bargh/Hunter
Carried
170001

17.02 DECLARATIONS AND DISCLOSURES OF INTERESTS

- Noted:**
- 1 that there were no disclosures of interest by a member of Council, by way of a general notice under the Education Act 1989 Section 175 and the Local Authorities (Members Interests) Act 1968.

- 2 that the Chancellor reminded Council members to advise the Secretary to Council of any disclosures between meetings. The disclosures list was circulated with every public board book and was also on the Resource Centre of Board books.

**17.03 MINUTES OF THE COUNCIL MEETING HELD ON
12 DECEMBER 2016**

Received: the Minutes of the Meeting of Council held on 12 December 2016.

Resolved: that the Minutes of the Meeting of Council held on 12 December 2016 be approved.

Sos/Hunter
Carried
170002

**17.04 MATTERS ARISING FROM THE MINUTES OF THE MEETING
HELD ON 12 DECEMBER 2016**

Noted: that there were no Matters Arising from the Public minutes of the meeting held on Monday, 12 December 2016.

**17.05 COUNCIL MANUAL AND GOVERNING DOCUMENTS
REVIEW**

Received: a Council Paper from the Chancellor dated 21 February 2017 regarding the annual review of the Council Manual and Governing Documents (document VUWC 17/01).

- Noted:**
- 1 that the proposed changes to the Council manual related mostly to delegations following approval of the new delegations statute in December 2016.
 - 2 that the Treaty of Waitangi point under Council Overview will be moved to the top of the list.
 - 3 that it was agreed to remove the last sentence of 3.4.6 *Where a policy relates to academic quality assurance matters, it must be approved by the Academic Board. The Vice-Chancellor approves all other policies.*
 - 4 that it was confirmed that the new Staff Code of Conduct would not reference or apply to Council Members. The Council Manual will be updated as appropriate.
Action:
 - 5 that the Secretary to Council will make the above amendments and upload the revised Council Manual and Governing Documents to the Resource Centre of Board books.

Resolved: that the changes to the Council Manual, Standing Orders and Terms of Reference for the Finance and Audit & Risk Committees, as set out in document VUWC 17/01, and the changes agreed to in the noting points above be approved.

Jordan/Paviour-Smith
Carried
170003

17.06 APPOINTMENT OF FOUNDATION TRUSTEES

Received: a Council Paper from the Chancellor dated 21 February 2017 regarding the appointment of Foundation Trustees (document VUWC 17/02).

Resolved:

- 1 that **Dr Farib Sos** be reappointed as a Trustee of the Victoria University of Wellington Foundation under rule 2.2 of the First Schedule to the Trust Deed for a term of office of one year from 1 January to 31 December 2017.
- 2 that **Mr Rory Lenihan-Ikin**, having been nominated by the Victoria University Students' Association, be appointed as a Trustee of the Victoria University of Wellington Foundation under rule 2.3 of the First Schedule to the Trust Deed for a term of office of one year from 1 January to 31 December 2017.

Houpapa/Taylor
Carried
170004

17.07 INTERNAL AUDIT CHARTER

Received: the revised Internal Audit Charter as recommended for approval at the Audit and Risk Committee meeting held on Monday, 5 December 2016 (document VUWC 17/03).

Noted: that the change was minor to reflect the change in position from Risk and Audit Manager to Director, Safety, Risk & Assurance.

Resolved: that the revised Internal Audit Charter be approved.

Paviour-Smith/Houpapa
Carried
170005

17.08 FINANCIAL REPORTS TO 31 DECEMBER 2016 AND 31 JANUARY 2017

Received: the Financial Reports to 31 December 2016 (document VUWC 17/04) and 31 January 2017 (document VUWC 17/05).

Noted:

- 1 that the January University Group Surplus (excluding the Foundation) of \$0.3m was \$3.2m above budget.
- 2 that the Audit & Risk Committee will receive the full-year audited accounts in preparation for the Annual Report item at the March Council meeting.

Resolved: that the Financial reports to 31 December 2016 and to 31 January 2017 be noted and approved.

Houpapa/Mark
Carried
170006

17.09 GRADUATES IN ABSENTIA – DEGREES TO BE GRANTED

Received: the list of degrees, diplomas and certificates granted on 27 February 2017 (document VUWC 17/06).

- Resolved:**
- 1 that Council grants the degrees, diplomas and certificates in this University on those persons listed in document VUWC 17/06 and that their names be entered on the Roll of Graduates on 27 February 2017.
 - 2 that a motion of congratulations to the Graduates in Absentia was recorded.

Hunter/Mark
Carried
170007

17.10

REPORT FROM THE CHANCELLOR

Received: an oral report from the Chancellor.

Noted: that since the last meeting of Council on 12 December 2016 the Chancellor:

- Presided over three graduation ceremonies at the Michael Fowler Centre.
- Met with the Samoan Prime Minister who attended the Honorary doctorate graduation ceremony for Neroni Slade
- Hosted a dinner for Honorary Doctorate recipients Neroni Slade and Simon O'Neil at Homewood, the British High Commissioner's residence
- Presided over the Marae Graduation at Te Herenga Waka Marae
- Attended the Pasifika Celebration in the Council Chamber
- Held an introductory meeting with new Council member Dr Carwyn Jones and the Secretary to Council
- Hosted a thank you morning tea for Graduation volunteers
- Chaired the NZ Indonesian Council
- Attended a meeting regarding a Foundation initiative
- Attended the Foundation Board of Trustees meeting
- Hosted Council's induction day and Health and Safety tour of Od Government Buildings and Rutherford House on 15 February
- Attended the Finance Committee
- Hosted a full-day Strategic Planning meeting with the Senior Leadership Team on 15 February
- Hosted a Celebration of Giving Dinner with the Vice-Chancellor to thank valued donors
- Attended a meeting with the Pro-Chancellor to meet the new Tertiary Education, Skills and Employment Minister, Paul Goldsmith
- Attended the Air Tattoo at Palmerston North as a VIP guest of the Royal New Zealand Air force
- Dinner with Chief of Navy to discuss graduate training.

Resolved: that the Chancellor's report be noted.

Sos/Mark
Carried
170008

17.11

REPORT FROM THE VICE-CHANCELLOR

Received: a report from the Vice-Chancellor dated 21 February 2017 (document VUWC 17/07).

Noted: that the report from the Vice-Chancellor was taken as read and the following points highlighted:

- Victoria's Centre for Strategic Studies was ranked second amongst all Think Tanks in Southeast Asia
- the success of a popular podcast series called *Great Ideas* produced by the Faculty of Humanities and Social Sciences and Radio New Zealand
- the publication of a number of new books by Victoria academics including recently appointed Council member Dr Carwyn Jones' book *New Treaty, New Tradition: Reconciling New Zealand and Māori*.

Resolved: that the Vice-Chancellor's report be noted.

Sos/Gulasekharam
Carried
170009

17.12 REPORTS FROM COMMITTEE CHAIRS

Received: a report from the Chair of the Finance Committee noting that the minutes from the following meeting had been circulated:

- Finance Committee, 15 February 2017

Resolved: that the report from the Chair of the Finance Committee be noted.

Bargh/Houpapa
Carried
170010

17.13 NEW YEAR HONOURS 2017

Received: the list of graduates, friends and associates of the University who received awards in the 2017 New Year's Honours (document VUWC 17/08).

Resolved: that Council conveys its congratulations to all Victoria University of Wellington graduates, friends and associates honoured in the 2017 New Year's Honours.

Bargh/Jones
Carried
170011

17.14 FORTHCOMING EVENTS AND NEXT MEETING

Received: a Council Paper from the Secretary to Council dated 21 February 2017 listing Forthcoming Events (document VUWC 17/09).

Noted: that the next meeting of Council will take place on Wednesday, 29 March 2017 starting at 12.00 noon with a light lunch in the Hunter Common Room. The formal meeting will commence at 12.30 pm in the Hunter Council Chamber.

Resolved: that the Council Paper on Forthcoming Events and the date and details for the next Council meeting on Wednesday, 29 March 2017 be noted.

Paviour-Smith/Bargh

Carried

170012

17.15

RESOLUTION CONCERNING THE EXCLUSION OF THE PUBLIC

Received: a recommendation that certain items be taken with the public excluded (document VUWC 17/10).

Resolved: that the public be excluded from the meeting for the discussion of items 16-32 for the reasons and duration outlined in the recommendation, with the exception of such members of the Management Team as the Chancellor and the Vice-Chancellor may request to remain for the public excluded part of the agenda as they have knowledge relevant to particular issues to be discussed.

Mark/Jones

Carried

170013