

LINCOLN UNIVERSITY COUNCIL

Minutes of a meeting held on Tuesday 26 August 2025 at 9:00am in Memorial Hall, Lincoln University and online via MS Teams

Meeting Minutes

Present: Bruce Gemmell, Michelle Ash, Janice Fredric, Prof. Derrick Moot, Prof. Grant Edwards, James Parsons, Liz Hill-Taiaroa, Gabrielle Thompson, and Zara Weissenstein (each a Council Member).

Via MS Teams: Puamiria Parata-Goodall, Dr Marjan van den Belt

In attendance: Susie Roulston (Chief Operating Officer)
Nathaniel Heslop (Council Secretary)
Prof Chad Hewitt (Provost)
Steve Hunter (Item 12)
Damian Lodge (DVC, Student Life)
Prof. Merata Kawharu (DVC, Māori)
Halle Gravatt (Te Awhioraki Tumuaki)

Apologies: David Jensen

Meeting started at 9:00am.

1. Welcome/Karakia/Apologies

The Chancellor welcomed Councillors to the meeting and invited Damian Lodge to open the meeting with karakia.

Council acknowledged the recent passing of Prof. Grant Tavinor, a valued contributor to the University community. A letter of condolence was approved for distribution.

2. Disclosures of interests

The Register of Interests was NOTED.

3. Confirmation of the Previous Meeting Minutes

Council RESOLVED:

To confirm the minutes from the Council meetings held on 24th May 2025 as a true and correct record.

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 Vice-Chancellor report was taken as read.

Council noted the Food and Fibre Awards are a valuable industry engagement opportunity and expressed an interest in being more informed about such events.

Resolution

Resolution

That Council:

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

MOTION CARRIED

7. LUSA Report

The LUSA President informed Council:

- Early promotion of student elections is underway to increase engagement,
- Strategic planning for 2026 is underway.
- Te Awhioraki representatives visited Northland schools to build relationships and promote Lincoln University.

Council discussed accommodation initiatives for Māori and Pasifika students on campus and encouraged management to develop metrics to assess the impact of cohort-based initiatives.

Resolution

That Council:

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

Resolution

MOTION CARRIED

8. Conferral of Qualifications Report

Council received the information in the report.

Resolution

That Council:

1. **APPROVE** the awarding of degrees, diplomas and certificates as listed in the 'Conferment of Degrees, Diplomas and Certificates' report in the open agenda for Lincoln University's meeting on 26th August 2025.

Resolution

MOTION CARRIED

9. Health and Safety Report

The report was taken as read.

Council noted currently health and safety reports are incident-focused and lack strategic insight.

Council discussed the need for a culture shift where all staff feel empowered and responsible for reporting safety concerns.

Council members shared recent safety observations, including:

- A bus swerving due to a pothole
- Ice formation from leaking HVAC units
- Unsafe ladder use by a contractor

Council received the Health and Safety Report and endorsed the following actions:

1. Improve near miss and contractor incident reporting.
2. Develop a university-wide health and safety strategy.
3. Commission an independent review of health and safety governance.
4. Enhance staff engagement and cultural ownership of safety.
5. Management consider including theft and behavioural incidents in future reporting.

Action: Karen
McEwan

Resolution

That Council:

1. The Health and Safety team continues to focus on maintaining and improving hazard identification and risk assessments, reviewing and establishing clear policies and procedures, aligning training requirements relevant to roles and working collaboratively with the University community in all areas of health and safety.
2. Identifying trends in the health and safety performance of the University and measures taken to improve the robustness of the data.
3. The actions being taken to improve the culture of health and safety across the University.

Resolution

MOTION CARRIED

13. General Business

There were no items of general business.

14. 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:

General Subject Matter	Reason for passing this resolution in relation to each matter	Grounds under section
Health & Safety Incident Management Report	To protect the privacy of natural persons	7(2)(a)
Vice Chancellor's Report (verbal)	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
Audit, Risk & Assurance Committee 1. Report – business of Committee 2. Minutes from meeting on 19 August 2025 3. Internal Audit Charter 4. 6+6 Reforecast 5. 6+6 CAPEX Reforecast 6. 10 Year Financial Forecast 7. Ivey Hall Single Stage Business Case 8. NCH Funding Plan	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
Sustainability Plan 2025-2028	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
Farms HoD Portfolio Report	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
Q2 2025 HR Dashboard and Wellbeing Reports	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
Cycle 6 Academic Audit – One Year Follow Up Report	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
Recruitment Report	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
Finance Report	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: Prof Chad Hewitt (Provost), Prof Merata Kawharu (Deputy Vice Chancellor, Māori and Pasifika), Mrs E Rooney (Finance Director), Mrs S Roulston (Chief Operating Officer), Mr Steve Hunter (Health & Safety Manager), Mr D Lodge (Deputy Vice-Chancellor, Student Life), Prof. Alison Bailey (Farms HoD), Tumuaki-Takirua Te Awhioraki, 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

14. Closure and next Meeting

Damian Lodge led the closing karakia.

The meeting closed at 1:06pm.

The next meeting is scheduled for Tuesday, 28th October 2025 at 9:00am and will be held in Memorial Hall, Ivey West at Lincoln Campus.

CONFIRMED THIS 28th DAY OF October 2025

BRUCE GEMMELL
CHANCELLOR