

**MINUTES OF A MEETING OF THE  
LINCOLN UNIVERSITY COUNCIL**

**Held on Tuesday 26 January 2016 at 8.30am  
Council Room, George Forbes Building, Lincoln University**

**Present:** Mr T C Lambie (Chancellor), Dr P Cook, Mr B D Gemmell, Mr A J Hall, Sir G T Harrison, Dr R J M Hay, Professor B R Jordan, Ms A E Kingsbury, Mr A W Macfarlane, Ms P Parata-Goodall, Mrs L K Tame, and Dr L J Wood.

**In Attendance:** Professor S Matear (Chair, Academic Board), Dr B R Mann (Governance Advisor) for item 7, Mr M Dickson (Group Manager Corporate Services, Deputy Vice-Chancellor) for items 7 to 11, Mr J Morley (Independent Advisor), and Mr A Carpinter (Director, Governance).

**1. *Welcome***

The Chancellor welcomed the incoming student member of Council, Ms Aimee Kingsbury, to her first public Council meeting.

It was also noted that Professor Matear would be participating in the meeting as Chair of the Academic Board.

**2. *Apologies***

An apology for lateness was received from Ms Parata-Goodall.

**3. *Disclosures of Interest***

There were no disclosures of interest.

**4. *Confirmation of Minutes of Previous Meeting held on 14 December 2015***

Council RESOLVED:

That the minutes of the meeting held on 14 December 2015 be taken as read and be approved, subject to the correction of the resolutions in sections 5.1 and 5.2 to refer to 2016.

*Moved: Mrs Tame  
Seconded: Mr Hall  
MOTION CARRIED*

**5. *Matters Arising from the Minutes***

There were no matters arising.

## 6. **Notice of Items of General Business**

There were no items of general business notified.

## 7. **Council Committee Terms of Reference**

The report from the Governance Advisor and Director, Governance was NOTED. Approval was sought of proposed Terms of Reference for the Council Committees to be established under the re-constituted Council.

The Terms of Reference had been developed in light of the requested committee structure, in particular the narrowing of the role of the previous Audit and Risk Management Committee and the merging of the three previous award committees into a single committee. Terminology and position titles had been updated.

It was confirmed that the full Council would consider financial matters as this is a core responsibility and Council would now be meeting monthly.

Information was requested on the numbers of Māori students, their course participation and iwi affiliations (**action**). This is to be addressed by the new Deputy Vice-Chancellor, Māori and Communities once she commences.

DVC Māori &  
Communities:  
22 Mar 2016

It was suggested that brief Terms of Reference also be drafted for Council itself. The document is to articulate the intended relationship between Council and the Academic Board and outline any other points of difference from the standard model (**action**).

Dr Mann/  
Director  
Governance:  
23 Feb 2016

It was suggested that a reference be added to the Ahumairaki Terms of Reference to cover the role of overseeing and monitoring the development and implementation of the University's strategies for research of specific relevance to Māori.

Council RESOLVED to:

1. **Establish** the Council Committees outlined in the report.
2. **Adopt** the Council Committee Terms of Reference attached to the report, subject to the requested addition to the Ahumairaki Terms of Reference.

*Moved: Mr Macfarlane*

*Seconded: Mr Hall*

*MOTION CARRIED*

## 8. **Council Committee Membership**

The report from the Chancellor was NOTED. The report sought approval of the Council Committee membership for 2016 and confirmation of the representation on subsidiary companies and farm trusts.

It was suggested that Mrs Sheat be contacted to reconfirm her availability to serve on Ahumairaki and that a mandate be sought from Te Taumutu Rūnanaga (**action**).

Secretary:  
Immediate

In relation to Agri One Limited, the possibility had been mooted that the two Vice-Chancellors step aside from the Board as the company is now well established. Council confirmed that it would be appropriate to re-designate the seat for the Vice-Chancellor's nominee.

Council **RESOLVED** to:

1. **Approve** the membership of Lincoln University's Council Committees for 2016, subject to the confirmation of the Rūnanga member on Ahumairaki.
2. **Appoint** Dr Teresa Moore to replace Professor Sheelagh Matear on the Telford Farm Board of Management.

*Moved: Dr Cook*

*Seconded: Professor Jordan*

**MOTION CARRIED**

**9. Motion by the Chancellor for Resolution to Exclude the Public Pursuant to s48 of the Local Government Official Information and Meetings Act 1987:**

The Chancellor moved 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 s. 48(1) for the passing of this resolution</b>
Council Committee Membership	To protect the privacy of natural persons	7(2)(a)
Report from Appointment and Remuneration Committee	To protect the privacy of natural persons	7(2)(a)
Student Statistical Update	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
Financial Report	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)
Lincoln Hub Update	To avoid prejudice or disadvantage to the commercial activities of the University	7(2)(h)
	To prevent the disclosure or use of official information for improper gain or improper advantage	7(2)(j)

<b>General subject matter</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Grounds under s. 48(1) for the passing of this resolution</b>
Insurance Claim Update	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)
Work Plan 2016	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)

*MOTION CARRIED*

The Chancellor also moved that Professor S Matear (Deputy Vice-Chancellor, Academic Quality and Student Experience), Mr J Baker (Deputy Vice-Chancellor, International and Business Development), Mr M Dickson (Group Manager Corporate Services, Deputy Vice-Chancellor), Mr H Gant (Finance Director), Mr J Morley (Independent Advisor), and Mr A Carpinter (Director, Governance), be permitted to remain at this meeting after the public has been excluded, because of their knowledge of the matters being discussed.

*MOTION CARRIED*

**10. Report from Public Excluded Session**

<b>General Subject Matter</b>	<b>Reason for passing this resolution in relation to each matter</b>
Council Committee Membership	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Report from Appointment and Remuneration Committee	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the announcement of the Vice-Chancellor appointment by the Chancellor.
Student Statistical Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Financial Report	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Lincoln Hub Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Insurance Claim Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Work Plan 2016	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

**11. Closure and Next Meeting**

The meeting closed at **12.27pm**.

The next meeting is on **Tuesday, 23 February 2016** at **8.30am**, Lincoln University.

**Signed:** \_\_\_\_\_ **(Convenor)**

**Date:** \_\_\_\_\_

**ACTION SCHEDULE resulting from the Council meetings  
AS AT 26 January 2016**

<b><i>Action</i></b>	<b><i>Responsibility</i></b>	<b><i>Meeting/Item</i></b>	<b><i>Due</i></b>
Provide information on the numbers of Māori students, their course participation and iwi affiliations	Deputy Vice-Chancellor, Māori and Communities	26 Jan 2016 Item 7	22 Mar 2016
Draft brief Terms of Reference for Council itself, including the intended relationship between Council and the Academic Board and any other points of difference from the standard model	Dr Mann/Director, Governance	26 Jan 2016 Item 7	23 Feb 2016
Contact Mrs Sheat to reconfirm her availability to serve on Ahumairaki and seek a mandate from Te Taumutu Rūnanaga	Director, Governance	26 Jan 2016 Item 8	Immediate