

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

**Held on Tuesday 31 January 2017 at 8.30am
Council Room, George Forbes Building, Lincoln University**

Present: Mr A J Hall (Chancellor), Dr P Cook, Mr B D Gemmell, Sir G T Harrison, Professor B R Jordan, Mr A W Macfarlane, Professor R J Pollard, Mr S M Smith, Mrs L K Tame, and Mr D W Thomas.

In Attendance: Mr J Morley (Independent Advisor), Professor B McKenzie (Chief Academic Officer), Mr H Gant (Chief Financial Officer), Ms P Jones (Chief Operating Officer), Mr J Buwalda (Strategic Adviser), Ms L Harrison (Interim Director, LincolnConnect), Mr A Brown (Health and Safety Manager), and Mr A Carpinter (Director, Governance).

1. Apologies

For the duration of Lincoln University's strategic options market sounding process, Dr Wood is standing aside from the Lincoln University Council and Messrs Gemmell and Hall are standing aside from the University of Canterbury Council.

Apologies for absence were received from Ms Parata-Goodall and Dr Petelo (in attendance).

2. Disclosures of Interest

There were no disclosures of interest.

3. Confirmation of Minutes of Previous Meeting held on 6 December 2016

Council RESOLVED:

That the minutes of the meeting held on 6 December 2016 be taken as read and be approved.

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

4. Matters Arising from the Minutes

There were no matters arising.

5. Notice of Items of General Business

There were no items of general business notified.

6. Vice-Chancellor's Report

6.1 Health and Safety Update

A monthly report for January was NOTED.

No notifiable injuries or incidents were reported. Further consideration is being given to options to improve the procedure for initiating a campus lockdown plan.

6.2 Conferment of Degrees and Presentation of Diplomas

The report was NOTED.

Council RESOLVED to:

1. **Approve** the award listed in the report to Council (*see Schedule One*).

Moved: Mr Hall

Seconded: Dr Cook

MOTION CARRIED

6.3 Academic Board Update

The report was NOTED.

The Academic Board had not yet met in 2017. A report on the 2016 Academic Board business and a 2017 Academic Board work plan are to be submitted to the next Council meeting.

7. Council Committee and Subsidiary Board Membership

The report was NOTED. Approval was sought of the Council Committee membership for 2017 and of proposed changes to the representation on subsidiary companies and farm trusts.

It was noted that the Board of Lincoln Hospitality Limited would be seeking the appointment of an additional external member in due course.

Council RESOLVED to:

1. Approve the modification of the Terms of Reference for Ahumairaki and the Awards Committee to enable the proposed membership changes listed in the report.
2. Approve the membership of Lincoln University's Council Committees for 2017.
3. Appoint Professor Bruce McKenzie to replace the Vice-Chancellor on the Board of Lincoln Agritech Limited.
4. Appoint Mr Howard Gant and Ms Philippa Jones to the Board of Lincoln Hospitality Limited (with one replacing the Vice-Chancellor).
5. Appoint Ms Philippa Jones to the Board of the Lincoln University Property Joint Ventures.
6. Appoint Mr Howard Gant to the Lincoln Westoe Trust.
7. Appoint Professor Bruce McKenzie, Sir Graeme Harrison and Mr Rab McDowell to the Silverwood Trust, subject to the conclusion of an amended Trust Deed.

Moved: Mr Smith

Seconded: Professor Jordan

MOTION CARRIED

8. LUSA President's Report

The LUSA President gave a verbal update.

As the next Council meeting falls in Orientation Week, Council members were invited to participate in an attempt at the world record for gumboot throwing.

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:

General subject matter	Reason for passing this resolution in relation to each matter	Grounds under s.48(1) for the passing of this resolution
Report from Council Farms Committee	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)
Vice-Chancellor's Report:		
➤ Vice-Chancellor's 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)
➤ Refreshing Lincoln Programme 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)
➤ Student Recruitment 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)
➤ Transformation Board Terms of Reference	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)
➤ Review and Optimisation of Assets	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)

General subject matter	Reason for passing this resolution in relation to each matter	Grounds under s.48(1) for the passing of this resolution
➤ Lincoln-Telford 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)
➤ Lincoln Hub – Lincoln University-AgResearch Joint Facility Business Case	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)
➤ Lincoln Hub Contracts 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)
➤ Preliminary Financial Report for the year to 31 December 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)
Council Committee Membership	To protect the privacy of natural persons	7(2)(a)
Proposed Amendments to Subsidiaries' Constitutions	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: Mr J Morley (Independent Advisor), Professor B McKenzie (Chief Academic Officer), Ms P Jones (Chief Operating Officer), Mr J Buwalda (Strategic Adviser), Mr H Gant (Chief Financial Officer), Ms L Harrison (Interim Director, LincolnConnect), Ms J Grace (Project Manager), Ms T Zawodny (Programme Manager), Ms J Thomson (Head of Sector, Schools, LincolnConnect), Mr J Becker (International Manager, LincolnConnect), Mr R Bailey (Deloitte), Mr B Chambers (Deloitte), Mr D Lovatt (Deloitte), Ms H Parsons (Workstream Leader), Ms S Went (Stakeholder Relationship 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 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

10. Report from Public Excluded Session

General Subject Matter	Reason for passing this resolution in relation to each matter
Report from Council Farms Committee	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Vice-Chancellor's Report:	
➤ Vice-Chancellor's Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Refreshing Lincoln Programme Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.

General Subject Matter	Reason for passing this resolution in relation to each matter
➤ Student Recruitment Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Transformation Board Terms of Reference	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Review and Optimisation of Assets	The verbal update was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Lincoln-Telford Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Lincoln Hub – Lincoln University-AgResearch Joint Facility Business Case	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the Lincoln University - AgResearch Joint Facility Business Case for submission to the government.
➤ Lincoln Hub Contracts Update	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
➤ Preliminary Financial Report for the year to 31 December 2016	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the University's preliminary financial performance for 2016 at the appropriate time determined by the Vice-Chancellor.
Council Committee Membership	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above.
Proposed Amendments to Subsidiaries' Constitutions	The report was RECEIVED. The discussion and any decision shall remain confidential at this time for the reasons noted above, except for the amended constitutions of the subsidiaries.

11. Closure and Next Meeting

The meeting closed at **11.50am**.

The next meeting is scheduled for **Tuesday, 28 February 2017** at **8.30am**, Lincoln University.

Signed: _____ **(Convenor)**

Date: _____

**ACTION SCHEDULE resulting from the Council meetings
AS AT 31 January 2017**

Action	Responsibility	Meeting/Item	Due
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.	Director, Governance	26 Jan 2016 Item 7	Report in March, aligned with change to Academic Board ToR.
Further information on student's work on " <i>Mānuka and kānuka to clean-up New Zealand's waterways</i> ". (Sir Graeme Harrison)	Secretary	27 Sept 2016 Item 7.1	Article to be published in 2017.

SCHEDULE ONE: CONFERMENT OF DEGREES AND PRESENTATION OF DIPLOMAS

Conferment of Degrees, Diplomas and Certificates

Master of Horticultural Science

Andrew Robert **Kirk**, *with First Class Honours*