

AGENDA PAPERS

NOTICE OF COUNCIL MEETING

**Notice is Hereby Given that a Meeting of the Council of Auckland
University of Technology will be held:**

Via Microsoft Teams

On: Monday, 28 March 2022

FROM: 3.30 – 6.00 PM

**Dr Andrea Vujnovich
COUNCIL SECRETARY**



AUCKLAND UNIVERSITY OF TECHNOLOGY COUNCIL

| | |
|-----------------------|---|
| Chancellor | Rob Campbell Appointed by Council |
| Pro-Chancellor | Sussan Turner Appointed by the Minister for Tertiary Education |
| Members | Dr Pat Alley Appointed by Council Renata Blair Appointed by Council Corrie Cook Elected by the Professional Staff of the Auckland University of Technology Sara Youssef Appointed by the Auckland University of Technology Student Association Derek McCormack Vice-Chancellor of the Auckland University of Technology Professor Edwina Pio Elected by the Academic Staff of the Auckland University of Technology Leo Foliaki Appointed by Council Janine Smith Appointed by the Minister for Tertiary Education Peter Treacy Appointed by the Minister for Tertiary Education Sina Wendt Appointed by the Minister for Tertiary Education |
| In Attendance | Marama Royal |

PART A

OPEN AGENDA



COUNCIL PART A OPEN AGENDA

Council Agenda Part A (Open Agenda)**Monday 28 March 2022 at 3.30 pm to be held via Microsoft Teams**

| | | |
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| Karakia | | |
| Mihi – Chancellor | | |
| 1. WELCOME, APOLOGIES AND APPROVAL OF AGENDA | The Chancellor moves that apologies, be noted and that Council approve the assignment of agenda items to Part A and Part B of the Council agenda. | |
| 2. DECLARATION/RECORDING OF ANY INTERESTS | The attention of Members is drawn to the Conflicts of Interest Policy and the need to disclose any interest in an item on the Agenda of the meeting as set out in Schedule 11, Clause 8 of the Education and Training Act 2020. | The Chancellor moves that the declarations, if any be noted and the action taken be endorsed . |
| 3. CONSTITUTIONAL MATTER, CONFERMENT OF DEGREES AND POLICY | 3.0 Appointment to Council – Marama Royal | The Chancellor moves that the following be approved : <ul style="list-style-type: none"> See item 3.0 |
| | 3.1. Granting of Qualifications – March 2022 | The Chancellor moves that the following be approved : <ul style="list-style-type: none"> See item 3.1 |
| 4. COUNCIL MEETINGS | 4.1 Council Draft Minutes Part A, 28 February 2022 (AGM and Formal Council Meeting) | The Chancellor moves that the Minutes Part A, 28 February 2022 (AGM and Formal Council Meeting) be taken as read and confirmed . |
| | 4.2 Matters arising from the Minutes, 28 February 2022 not elsewhere on the Agenda | |
| 5. VICE-CHANCELLOR'S REPORT | 5. Vice-Chancellor's Report | The Chancellor moves that the Vice-Chancellor's Report be received . |
| 6. CHANCELLOR'S REPORT | 6. Recommendations on Council procedures | The Chancellor moves that the Chancellor's Report and recommendations on Council procedures be received . |
| 7. REPORTS FROM BOARDS, COMMITTEES AND WORKING GROUPS TO COUNCIL | 7.1 Chancellor's Committee on Māori and Pacific Matters – No Report | |

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| | 7.2 Reports and Minutes from the Academic Board, 28 February 2022. | The Chancellor moves that Reports and Minutes from the Academic Board, 28 February 2022 be received. |
| | 7.3 Council Working Group, Draft Minutes 28 February 2022. | The Chancellor moves that Draft Minutes from the Council Working Group, 28 February 2022 be received. |
| | 7.4 Council People and Culture Committee Draft Minutes 21 March 2022 | The Chancellor moves that the Council People and Culture Committee Draft Minutes, 21 March 2022 be received. |
| | 7.5 Council Finance and Audit Committee – No Report | |
| | 7.6 Council Executive Committee – No Report | |
| 8. HEALTH, SAFETY AND WELLBEING REPORTS | 8. Health, Safety and Wellbeing Report, February 2022 | The Chancellor moves that the Health, Safety and Wellbeing Report be received. |
| 9. TE TIRITI | No Report | |
| 10. STRATEGIC REPORTS | No Report | |
| 11. STUDENT SUCCESS | No Report | |
| 12. CORRESPONDENCE REFERRED BY THE CHANCELLOR | No Report | |
| 13. OTHER MATTERS FOR DECISION OR NOTING | 13.1 Update from AUTSA | The Chancellor moves that the Update from AUTSA be received. |
| | 13.2 AUTEC Annual Report 2021 | The Chancellor moves that the AUTEC Annual Report 2021 be approved. |
| 14. ITEMS MOVED FROM PART B OF THE AGENDA TO PART A AND GENERAL BUSINESS | | |

PUBLIC EXCLUSIONS

The Chancellor moved that the public be now excluded from Part B of this meeting, and that the following matters be discussed without public disclosure.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act, as the case may require, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public are as follows:

1. To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the University.
2. To enable the University to carry out, without prejudice or disadvantage, commercial activities or negotiations.
3. To protect the privacy of persons referred to in the recommendations and to maintain the confidentiality of those recommendations.
4. To enable free and frank discussions.
5. To prevent the disclosure or use of Official Information for improper gain or advantage.

AND THAT A Vujnovich, K McPherson, L Williams, S Shergill, A Burrows, W Lawson, D Salesa, be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of the matters to be discussed in the proceedings while the public are excluded. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to these matters because they relate to aspects of the administration of AUT for which those persons are responsible.

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter. The public conduct of each item below would be likely to result in the disclosure of information for which good reason for withholding would exist under the sections of the OIA identified below. | Ground(s) under section 48(1) for the passing of this resolution |
|--|---|--|
| 15. Council Minutes Part B of the meeting held on 28 February 2022 | s 9(2)(b)(ii) and s 9(2)(i) | LGOIMA s48(1)(a)(ii) |
| 16. Report from AUT Ventures | s 9(2)(b)(ii) and s 9(2)(i) | LGOIMA s48(1)(a)(ii) |
| 17. Report from AUT Millennium | s 9(2)(b)(ii) and s 9(2)(i) | LGOIMA s48(1)(a)(ii) |
| 18. Report from AUT Ethics Committee | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 20. Items moved from Part A of the Agenda to Part B | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 21. Other Business | s 9(2)(a), s 9(2)(b)(ii), s 9(2)(h), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 21.1 Computer Leasing – 0237 – March 2022 | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 21.2 The Living Wage at AUT | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |

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| Part A Open Agenda | 3.0 |
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COUNCIL AGENDA PAPER

Subject: **APPOINTMENT TO COUNCIL**

Date: 11 February 2022

RECOMMENDATION:

1. *IN ACCORDANCE WITH PARAGRAPH 2(F) OF THE CONSTITUTION AND PARAGRAPH 4(F) OF COUNCIL MEMBERS APPOINTMENT STATUTE COUNCIL APPOINT MARAMA JACQUILINE ROYAL TO COUNCIL FOR A PERIOD OF FOUR YEARS FROM 28 MARCH 2022 TO 27 MARCH 2026*

Background

The term of Dr Pat Alley on Council has come to an end and the Chancellor has convened a committee to make recommendations to Council on future appointments. The Committee comprised of the Chancellor and Pro Chancellor recommends that Council appoint Marama Royal to Council. A brief bio and full curriculum vitae are appended.

Dr Alley has kindly agreed to remain as Council's representative on the AUT Ethics Committee.

Marama Royal

Ngāti Whātua ki Tamaki

Marama is currently Chair of Ngati Whatua Orakei Trust holding this role since 2017 and as a director since 2010. Marama holds other Chair and Directorship roles across a variety of organisations;

| | | |
|----------|---|------------------------------------|
| Chair | - | Ngati Whatua Orakei Reserves Board |
| Co-Chair | - | SkyCity Community Trust |
| Director | - | Variety – Children's Charity |
| Trustee | - | Ranginui 12 Trust |

Marama has also been appointed to the boards of MIT and Unitec until Dec 2022.

Marama has extensive experience in strategic planning, relationship management, leadership, governance, and organisational change in the justice, horticulture, international aid, charitable and community sectors. She has an extensive and impressive network in both local and central government and the not for profit social service sector. During her career, Marama has held senior management roles at Ministry of Justice and with Victim Support at both regional and national levels.

Marama is passionate about achieving positive outcomes for whānau especially kaumatua.

MARAMA JACQUILINE ROYAL



Kō Māhuhu-ki-te-rangi tōku waka
Kō Maungakiekie tōku maunga
Kō Waitemata tōku moana
Kō Ngāti Whātua tōku Iwi
Kō Orākei tōku Marae
Tihei mauri ora!

Date of Birth: 8th November 1962

Address: 150 Kupe St
Orakei
Auckland, 1071

Relationship Status: Married

Email: marama@ngatiwhatuaorakei.com

Mobile: 027 270 4062

Professional Memberships:

Institute of Directors - Member - MinstD

Justice of the Peace - Member #36

Independent Marriage Celebrant

Summary of key skills / competencies:

Leadership:

- I uphold and live by strong ethics and values – nga matapono
- I am honest, trustworthy and lead by example.
- I am an innovative thinker and I can think outside the box
- I have a collaborative style of leadership and enjoy working within a team.
- I have strong networks and close relationships with iwi in the Auckland region and across the motu.
- I am an effective communicator in all disciplines.

Strategic Thinker:

- I have developed through other boards and trusts, long term strategic plans, 5-year plans and annual plans.
- I can review the progress of a plan and be proactive and anticipate change rather than being reactive to changes.
- I am a great listener, and I will actively contribute to discussions and debates with respect
- I am perceptive and can recognise internal and external opportunities and challenges.

Relationships:

- I have solid and extensive relationships across central and local government including not-for profit organisations.
- I am confident in navigating my way through complex issues and coming up with solutions.
- I encourage constructive and reciprocal engagement with key stakeholders, and I can maintain an independent and influential role in this engagement.
- I am confident in delivering and representing the views of a board and/or trust if mandated.

Financial acumen:

- I have an excellent understanding of financial responsibility and accountability and I can read and understand financial reports and budgets.

I am a strong Maori wahine that lives and breathes 'Te Ao Maori' values and tikanga. I am a wife, a mother and a Nanny and my whanau are my world. My values and life revolve around my whanau and I have dedicated my life and commitment in ensuring that my tamariki and mokopuna have a great future.

I am an independent thinker and I enjoy open and robust debates. I am comfortable with and tolerant of reasonable risk and I can demonstrate good decision-making practices.

I am honest, reliable and very loyal to any kaupapa that I involve myself in and I am self-motivated and respectful of others. I am compassionate and fair minded, but I am also curious and inquisitive.

I have a passion for governance roles, and I am committed to professional development and life-long learning.

Governance and Directorship Experience:

| | |
|-----------------|---|
| 2017 to present | Chair – Ngati Whatua Orakei Trust Director – Ngati Whatua Orakei Trustee Ltd Chair – Ngati Whatua Orakei Reserves Board |
| 2018 to present | Co-Chair SkyCity Community Trust Board |
| 2020 to present | Variety Board Member |
| 2008 – present | Co-Chair Auckland City Police Taumata |
| 1996 to present | Trustee – Ranginui 12 Trust |
| 2016 – 2017 | National Board Member – NZ Red Cross |
| 2010 to 2017 | Deputy Chair – Ngati Whatua Orakei Trust Trustee Representative/Director – Ngati Whatua Orakei Whai Maia Ltd |
| 2015 to 2017 | Chair - NZ Red Cross Maori Advisory Board |
| 2011 – 2015 | Director – Te Awanui Huka Pak Ltd |
| 1998 – 2005 | Board of Trustees – Te Aute College |

Career / Work Experience:

| | |
|--------------|--|
| 2003 to 2017 | Victim Support New Zealand General Manager – Maori, Pacific, Ethnic and Diverse Communities National role based in Auckland |
|--------------|--|

- Responsible for the development and implementation of Te Rautaki Maori (Maori Strategy)– ‘Te Huarakau o Manaaki Tangata’ nationally –
 - Provide cultural supervision and support to CEO and Senior Leadership team including all staff across the motu
- 2010 - 2014 Victim Support New Zealand
- District Manager – Auckland City
Kaiwhakahaere Maori – National role
- Responsible for 3 area offices and managing 7 staff delivering support services to victims of crime and trauma across Auckland City
 - Responsible for delivering introductory training to volunteers across Auckland specifically in cultural competence
 - Provided cultural supervision and support to CEO and Senior Leadership team including all staff across the motu
- 2008 - 2010 Victim Support New Zealand
- District Manager – Auckland City
- Responsible for 3 area offices and managing 7 staff delivering support services to victims of crime and trauma across Auckland City
 - Responsible for delivering introductory training to volunteers across Auckland specifically in cultural competence
- 2003 - 2008 Victim Support New Zealand
- District Manager - Bay of Plenty
- Responsible for 5 area offices across the BoP and managing 9 staff delivering support services to victims of crime and trauma across Auckland City
 - Responsible for delivering introductory training to volunteers across BoP specifically in cultural competence
 -
- 2000 - 2003 Taupo / Turangi Victim Support Group Manager
- Responsible for managing the area office and supervising a team of 30+ volunteer support workers delivering support services to victims of crime and trauma 365 days – 24/7
- 1996 - 2000 Department for Courts
- Jurisdictional Manager - Family Court Rotorua
Deputy Registrar - District Court Taupo
- 1982 - 1996 Ministry of Justice - Rotorua
- Deputy Registrar – Civil, Criminal and Family Courts

Qualifications:

| | |
|-----------------|---|
| 4 August 2017 | Institute of Directors Governance and Finance Essentials |
| 2 October 2017 | Institute of Directors Company Directors Course |
| 18 October 2018 | Institute of Directors Chairing the Board |

Referees:

Available on Request



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| Part A OPEN AGENDA ITEM | 3.1 |
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Council Agenda Paper

Subject: **GRANTING OF QUALIFICATIONS - MARCH 2022**

Date: 16 March 2022

RECOMMENDATION:

1. *THAT IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE, QUALIFICATIONS BE GRANTED TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE MARCH 2022 MONTHLY CORPORATE GRANTING ON 16 MARCH 2022.*
 2. *THAT IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE, QUALIFICATIONS BE GRANTED TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE MONTHLY CERTIFICATE AND COP QUALIFICATION CYCLE FOR 19 JANUARY, 16 FEBRUARY AND 16 MARCH 2022.*
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The schedule is in supplementary papers.

Request to Grant Qualifications

To Rob Campbell

From Richard Stewart

Subject **Granting of Qualifications – March 2022**

Date 16 March 2022

In accordance with AUT's General Academic Regulations, Part 8, Section 2, 2.1 – 2.4, the graduands listed in the attached files, having completed the requirements and applied to receive their degree/diploma/certificate, require their conferment/award pursuant to a resolution of Council.

Therefore I request:

- I. THAT IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE, QUALIFICATIONS BE GRANTED TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE MARCH 2022 MONTHLY CORPORATE GRANTING ON 16 MARCH 2022.
- II. THAT IN ACCORDANCE WITH THE GENERAL ACADEMIC STATUTE, QUALIFICATIONS BE GRANTED TO THE GRADUANDS ON THE ATTACHED SCHEDULE FOR THE MONTHLY CERTIFICATE AND COP QUALIFICATION CYCLE FOR 19 JANUARY, 16 FEBRUARY AND 16 MARCH 2022.

A handwritten signature in dark ink, appearing to read 'R. Stewart'.

Richard Stewart
Director Student Administration

Approval

Approved by Chancellor:

A handwritten signature in dark ink, appearing to read 'Rob Campbell'.

Rob Campbell

Date:

16 March 2022

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| PART A | 4.1 |
| OPEN AGENDA ITEM | |

Council Agenda Paper

Subject: **MINUTES PART A OF THE COUNCIL MEETINGS HELD ON 28 FEBRUARY 2022**

Date: 28 February 2022

RECOMMENDATION:

THAT THE MINUTES PART A OF THE COUNCIL MEETINGS (AGM AND FORMAL COUNCIL) HELD ON 28 FEBRUARY 2022 BE CONFIRMED AS A TRUE AND CORRECT RECORD.

CONFIDENTIAL



MINUTES

Annual General Meeting

Held on Monday 28 February 2022 at 1.30 pm

Microsoft Teams

PRESENT: R Campbell (Chair); S Turner; P Alley; C Cook; D McCormack; E Pio; P Treacy, J Smith, S Youssef.

SECRETARY: A Vujnovich, Council Secretary

IN ATTENDANCE: K McPherson (Deputy Vice-Chancellor Research), W Lawson (Deputy Vice-Chancellor Academic), D Salesa (incoming Vice-Chancellor), A Burrows (Group Director Risk and Assurance), L Williams (AVC Finance and Infrastructure and Chief Financial Officer) S Shergill (Council Co-ordinator).

For item 4.1 W Ngata (TEC Board Member), T Fowler (Chief Executive) and P Ammunson (Deputy Chief Executive Ōritetanga Learner Success)

The Chancellor opened the meeting with a Karakia.

1 APOLOGIES AND WELCOME

THAT APOLOGIES FOR ABSENCE FROM L FOLIAKI, R BLAIR AND S WENDT BE RECEIVED.

THAT APOLOGIES FOR EARLY DEPARTURE FROM S YOUSSEF BE RECEIVED.

2 INITIAL ITEMS

The Chancellor acknowledged that this is the Vice Chancellor's last AGM. The Chancellor and Council thanked the Vice-Chancellor for his significant contribution to AUT and for his many years of service.

The Vice-Chancellor thanked the Chancellor for his words and expressed his pleasure in working for the University.

2.1 Declaration/Recording of Any Relevant Interests

Members were referred to the Council Policy on Council Member's Interests, which are set out in the Council Policies and Statutory Documents Handbook.

3 CONSTITUTIONAL MATTERS

3.1 ELECTION OF OFFICERS, CHAIRS AND MEMBERS OF COUNCIL COMMITTEES

3.1.1 Election of Chancellor and Pro-Chancellor

Rob Campbell was nominated for the position of Chancellor.

Resolved

1. *THAT THE NOMINATION OF ROB CAMPBELL AS CHANCELLOR OF AUT BE RECEIVED;*
2. *THERE BEING NO FURTHER NOMINATIONS FOR THE POSITION OF CHANCELLOR, THAT THE NOMINATIONS FOR CHANCELLOR BE CLOSED; AND*
3. *THAT ROB CAMPBELL BE ELECTED AS CHANCELLOR OF THE AUCKLAND UNIVERSITY OF TECHNOLOGY IN 2022.*

Sussan Turner was nominated for the position of Pro-Chancellor.

Resolved

1. *THAT THE NOMINATION OF SUSSAN TURNER AS PRO-CHANCELLOR BE RECEIVED;*
2. *THERE BEING NO FURTHER NOMINATIONS FOR THE POSITION OF PRO-CHANCELLOR, THAT THE NOMINATIONS FOR PRO-CHANCELLOR BE CLOSED;*
3. *THAT SUSSAN TURNER BE ELECTED AS PRO-CHANCELLOR OF THE AUCKLAND UNIVERSITY OF TECHNOLOGY IN 2022.*

3.1.2 Election of Council Secretary

Resolved

THAT ANDREA VUJNOVICH BE APPOINTED AS COUNCIL SECRETARY.

3.1.3 Council Working Group

Resolved

1. *THAT THE PRO-CHANCELLOR IS CHAIR OF THE COUNCIL WORKING GROUP; AND*
2. *THAT ALL MEMBERS OF COUNCIL BE MEMBERS OF THE COUNCIL WORKING GROUP.*

3.1.4 Committee Terms of Reference

Resolved

THAT THE TERMS OF REFERENCE FOR EACH COMMITTEE BE APPROVED.

3.1.5 Council Executive Committee

Resolved

THAT THE COUNCIL EXECUTIVE COMMITTEE COMPRISE:

- *The Chancellor (Chair)*
- *The Pro-Chancellor*
- *The Vice-Chancellor*
- *Chair of Finance and Audit Committee*
- *Chair of People and Culture Committee*
- *Other member(s) of Council appointed by the Chancellor*

3.1.6 Council Finance and Audit Committee

Resolved

THAT THE COUNCIL FINANCE AND AUDIT COMMITTEE COMPRISE:

- *P Treacy (Chair)*
- *R Campbell*
- *P Alley*
- *J Smith*

- *L Foliaki*

3.1.7 Council People and Culture Committee

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE COMPRISE:

- *J Smith (Chair)*
- *R Campbell*
- *R Blair*
- *S Wendt*

3.1.8 Chancellor's Committee on Māori and Pasifika Matters

Resolved

THAT THE CHANCELLOR'S COMMITTEE ON MĀORI AND PASIFIKA MATTERS COMPRISE ALL MEMBERS OF COUNCIL

3.1.9 Council Nominations Committee

Resolved

THAT THE COUNCIL NOMINATIONS COMMITTEE COMPRISE:

- *The Chancellor (Chair)*
- *The Pro-Chancellor*
- *The Vice-Chancellor*

3.1.10 Council Honours Committee

Resolved

THAT THE HONOURS COMMITTEE COMPRISE:

- *The Chancellor (Chair)*
- *The Pro-Chancellor*
- *The Vice-Chancellor*
- *C Cook*
- *E Pio*
- *S Youssef*

3.1.11 Vice-Chancellor's Employment Agreement Committee

Resolved

THAT THE VICE-CHANCELLOR'S EMPLOYMENT AGREEMENT COMMITTEE COMPRISE:

- *The Chancellor (Chair)*
- *The Pro-Chancellor*
- *The Chair of Finance and Audit Committee*

3.1.12 Auckland University of Technology Ethics Committee

Resolved

THAT DR PAT ALLEY BE APPOINTED TO THE AUCKLAND UNIVERSITY OF TECHNOLOGY ETHICS COMMITTEE.

3.2 COUNCIL MEMBERS' HONORARIUM

Resolved

1. *THAT COUNCIL CONSENTS TO THE DELIBERATION OF THE MATTER OF COUNCIL FEES PURSUANT TO SCHEDULE 11, CLAUSE 8 OF THE EDUCATION AND TRAINING ACT 2020 BY ALL COUNCIL MEMBERS PRESENT.*
2. *THAT THE HONORARIUM PAYABLE TO THE CHANCELLOR BE \$40,000 (GROSS) PER ANNUM.*
3. *THAT THE HONORARIUM PAYABLE TO THE PRO-CHANCELLOR BE \$25,000 (GROSS) PER ANNUM.*
4. *THAT THE FEES PAYABLE TO OTHER MEMBERS OF COUNCIL (EXCLUDING THE CHANCELLOR, PRO-CHANCELLOR AND VICE-CHANCELLOR) BE \$20,000 (GROSS) PER ANNUM.*
5. *THAT MEMBERS SEEK LEAVE OF ABSENCE FROM COUNCIL IF THEY ARE TO BE ABSENT FROM COUNCIL FOR THREE (3) CONSECUTIVE MEETINGS OR MORE.*

4 OTHER MATTERS FOR DISCUSSION

4.1 ŌRITETANGA LEARNER SUCCESS

Received

Verbal presentation from Dr Wayne Ngata, TEC Board Member; Tim Fowler, Chief Executive; And Paora Ammunson, Deputy Chief Executive Ōritetanga Learner Success

Noted in discussion

Background

- The Chancellor welcomed Dr Wayne Ngata, Tim Fowler and Paora Ammunson to Council's AGM. Dr Ngata thanked Council for welcoming the TEC to its meeting.
- Ōritetanga Learner Success is the priority for the TEC. Learner success is reflected in the Tertiary Education Strategy, the Minister's Letter of Expectation, Plan Guidance and Lost Opportunities in the UNZ report. The principle is equity of access, delivery and outcomes.
- AUT is a key partner in the university sector as the fastest growing university in Aotearoa, New Zealand with a footprint in important communities. AUT is an innovative leader in equity thinking and actions and offers provision that is crucial to the country such as health sciences and health-related professions.
- AUT Directions to 2025 aims to achieve parity in achievement at the same level as the sub-sector average. Currently, AUT has a parity gap for qualification completion rates at level 7 in degree programmes. The gap needs to be closed and the TEC wishes to help AUT to achieve this.

Learner Success

- There are seven "whole of institution" capabilities needed to achieve equity. The TEC is working with all TEOs to assist them to achieve learner success and to ensure that pathways are clear, students are guided and supported and are at the centre of what is planned and delivered.
- The TEC would welcome a Council owned and endorsed, commitment to a learner success approach to achieve equity. The governance and leadership of AUT should direct and drive any change required in the University's work.
- The TEC asks Council to approve a learner success strategy in the form of a 5-year business plan including tangible goals and milestones. The outline of that business plan should be provided to the TEC by 30 June 2022. This would be a whole of organisation commitment and funded appropriately and aligned with the University's learner success programme. The TEC will support the University if it makes progress and reduce funding if progress is not demonstrated.

AUT's Equity of Access

- AUT enthusiastically supports the TEC strategy and already has a broad commitment to equity of access and has a strong track record in this regard. Work is already underway on a learner success strategy using a “whole of University” approach. This commenced in 2021.
- AUT has a large number of students from low decile areas and students who have not been successful at secondary school compared with other universities. The impact of COVID is also felt primarily by student learners in Auckland as the pandemic enters its third year and continues to cause disrupted learning.
- There are large numbers of Māori and Pacific students at AUT City and AUT North. The current practices in place at AUT South could be expanded to other campuses to benefit those students.
- Because of AUT's broad and diverse provision, its revenue per EFT is less than other universities. This adversely affects AUT's ability to fund initiatives that require additional practical support and financial assistance.
- Additionally, the measures of achievement used by TEC are less favourable to AUT because of the larger number of students who are accepted with lower levels of achievement at secondary level. An additional investment is required from the TEC to assist AUT to provide learner support to these students so that they may achieve learning outcomes.

Learner Success Strategy

- The TEC requests AUT to work with the TEC on its learner success strategy which is an organisation-wide commitment including all faculties with a clearly articulated parity plan. Council should work with leadership to achieve the key targets.
- There will be a mix of key metrics which recognise students who enter with different qualification levels as well as metrics on student success. The TEC will support institutions that meet their equity targets with measurable evidence.
- The Vice-Chancellor was recognised for his leadership in learner success and equity strategies and Dr Damon Salesa was welcomed as the incoming Vice-Chancellor to continue this work.

Resolved

THAT THE ŌRITETANGA LEARNER SUCCESS PRESENTATION FROM DR WAYNE NGATA, TEC BOARD MEMBER; TIM FOWLER, CHIEF EXECUTIVE; AND PAORA AMMUNSON, DEPUTY CHIEF EXECUTIVE ŌRITETANGA LEARNER SUCCESS BE RECEIVED

5 CLOSE OF MEETING

The meeting closed at 2:35 pm

CONFIRMED AS A TRUE AND CORRECT RECORD

Chancellor

Date

CONFIDENTIAL



MINUTES

Council Meeting

Meeting held Monday 28 February 2022 at 3.30 pm

Microsoft Teams

PRESENT: R Campbell (Chair); S Turner; D McCormack; E Pio; P Alley; J Smith; P Treacy; S Youssef; and C Cook.

SECRETARY: A Vujnovich, Council Secretary

IN ATTENDANCE: L Williams (Chief Financial Officer and AVC Finance and Infrastructure), K McPherson (Deputy Vice-Chancellor Research), W Lawson (Deputy Vice-Chancellor Academic), D Salesa (incoming Vice-Chancellor), S Shergill (Council Co-ordinator), D Pinchen (Director, Health Safety & Wellbeing) -for Item 12, B Bundy (Group Director, People & Culture) -for item 12.

For Part A: D Williams (AUT Student/Debate Magazine) and J Hu (AUT Student/Debate Magazine)

PART A OPEN AGENDA

1 WELCOME, APOLOGIES AND APPROVAL OF AGENDA ITEMS

The Chancellor welcomed S Youssef, President AUTSA, to Council

THAT AN APOLOGY FOR ABSENCE FROM L FOLIAKI, S WENDT AND R BLAIR BE RECEIVED.

Resolved

THAT THE ASSIGNMENT OF AGENDA ITEMS TO PART A AND PART B OF THE COUNCIL AGENDA BE APPROVED.

2 DECLARATION/RECORDING OF INTERESTS

The attention of Members was drawn to the Conflicts of Interest Policy and the need to disclose any interest in an item on the Agenda of the meeting as set out in Schedule 11, Clause 8 of the Education and Training Act 2020.

Resolved

THAT THE DECLARATIONS BE NOTED AND THE ACTIONS TAKEN BE ENDORSED.

3 CONSTITUTIONAL MATTER, CONFERMENT OF DEGREES AND POLICY

3.1 University Medal – Derek McCormack

Received

University Medal – Derek McCormack Nomination

Resolved

THAT THE DECISION MADE BY COUNCIL ON OR AROUND 24 JANUARY 2022 BE RATIFIED THAT UNDER THE POWERS AND STATUTES OF THE AUCKLAND UNIVERSITY OF TECHNOLOGY ESTABLISHED ON 11 JANUARY 2000 BY ORDER OF HIS EXCELLENCY THE GOVERNOR GENERAL OF NEW ZEALAND THE COUNCIL OF THE AUCKLAND UNIVERSITY OF TECHNOLOGY RESOLVES TO AWARD DEREK KENNETH MCCORMACK THE UNIVERSITY MEDAL IN RECOGNITION OF OUTSTANDING LEADERSHIP OF THE UNIVERSITY AS VICE-CHANCELLOR FROM 2004 TO 2022

4 COUNCIL MEETINGS AND MINUTES OF PREVIOUS MEETING(S)

4.1 Minutes of the previous meeting

Received

Draft Minutes (Part A), of the Council meeting held on 6 December 2021

Resolved

THAT THE MINUTES (PART A) OF THE COUNCIL MEETING HELD ON 6 DECEMBER 2021 BE TAKEN AS READ AND CONFIRMED AS A TRUE AND CORRECT RECORD.

4.2 MATTERS ARISING

There were no matters arising from the Minutes (Part A), of the Minutes of 6 December 2021 not elsewhere on the Agenda.

5 VICE CHANCELLOR'S REPORT

Received

Vice Chancellor's Report

Noted in discussion

2021 Highlights

- 2021 was another challenging yet rewarding year for AUT. The lockdowns resulted in difficult learning and teaching circumstances.
- The Vice-Chancellor acknowledged the way students rose to the challenge and the commitment and dedication shown by the staff.
- The results were exceptional given the circumstances, with 15 of the 18 university KPIs in the Statement of Service Performance being achieved.

COVID

- The Vice-Chancellor, Deputy Vice-Chancellor Academic and Deputy Vice-Chancellor Research held a Teams live all staff update on Thursday 24th February.
- AUT campuses are open and at the red light, only those who are fully vaccinated are allowed on campus. As per government guidelines, mask-wearing is recommended but cannot be enforced as some people cannot wear masks due to personal or health reasons.
- Staff are not required to do dual teaching. Teaching involves normal blended learning, which includes a mix of online and on-campus learning. Students have online materials available if they are not able to be on campus.
- All students and staff must register their My Vaccine Passes on the AUT website or the AUT App. A concern is the possible loss of high numbers of staff due to self-isolation requirements.
- Currently, 96% of fixed-term and permanent staff have uploaded their My Vaccine Pass.
- More than 14,000 students have uploaded their passes on the AUT app. There is a process in place to identify and engage with any students or staff on campus, who have not uploaded their passes.

LMS

- All semester one courses are available in Canvas for the start of semester one this week.

- Communications, training material, and support channels are all in place for course leads to help them through the first live use of their courses on Canvas.

AUT X Challenge

- The Supreme winners were Delta Waterways, a team led by Ander Castelltort Schnaas and Hannah Wetzel, both astronomy and astrophysics Masters students from the School of Engineering, Computer and Mathematical Sciences. Using the latest in satellite data and their own proprietary machine learning technology, Delta Waterways aims to revolutionise how freshwater systems are monitored.

Enrolment

- Domestic enrolment numbers have decreased by 900 EFTS compared to last year. This is mostly due to a change in the enrolment pattern in Clinical Sciences, whereby students must enrol for only one semester at a time in their first year, meaning that each full-time student appears in the numbers as only one half an EFTS. Once this is allowed for the drop is only 300 EFTS.
- Most of the universities are reporting that domestic enrolments this year have dropped back to 2020 levels after the spike in 2021, and AUT's enrolment pattern is consistent with this trend.

Staff Achievements

- Professor Jarrod Haar, of the Business School and the Work Research Institute, was awarded the 2021 University Medal in recognition of his outstanding contribution to the university through his achievements in research, supervision, teaching and service.
- Senior Lecturer Gaye Bryham was made an Officer of the New Zealand Order of Merit for services to sport and recreation. Gaye has been Deputy Head of School of the School of Sport and Recreation for 22 years. During that time, she has been one of the visionary leaders for the development of the work of the school of Sport and Recreation and its wider impact. She has fostered strong industry and community connections, work-integrated learning and graduate employment. Gaye helped establish AUT Millennium and contributed to the development and work of South Campus.
- Professor of History Paul Moon was made an Officer of the New Zealand Order of Merit for services to education and historical research. Paul has been with Te Ara Poutama since 1993 and was awarded AUT's inaugural Doctor of Literature degree last year. He has published 35 books and specialises in nineteenth-century New Zealand history and philosophies of colonisation, and regularly features in the media on Te Tiriti and related matters.

Building update

- It is anticipated that an update on the building consent for the A1 building from Auckland Council will be received this week.
- A student accommodation scholarship scheme has been implemented.

Student Welfare

- Many stressors are experienced by students outside of the University environment. AUT provides a general practice service but doesn't provide mental health services. The University refers students to public mental health services and primary care practitioners.
- Partnerships between AUT and primary health providers to support student mental health and welfare issues could be fostered. The Ministry has also provided additional funds to AUT to support services to enhance student welfare and wellbeing.

Resolved

THAT THE VICE-CHANCELLOR'S REPORT TO COUNCIL BE RECEIVED.

6 CHANCELLOR'S REPORT

Received

Chancellor's Report

Noted in discussion

- The Chancellors and Vice-Chancellors have had their first joint meeting for 2022. The Minister of Education also joined the meeting.
- The Chancellor acknowledged and thanked the staff of UniPrep, under the leadership of the Pro Vice Chancellor Pacific Advancement, for their excellent work in developing and implementing the 2022 programme. It was noted that UniPrep provides a unique opportunity for AUT in providing young people access to tertiary study.
- Student welfare is most important and is an ongoing concern as the pressures on young people are profound. The current environment and the impact of COVID in Tāmaki Makaurau also makes it difficult for many young people to access university education.
- There are also many opportunities that will shape the strategic direction of the University and the University will need to consider and manage the many challenges it will meet in allocating adequate resources.

Resolved

THAT THE CHANCELLOR'S REPORT TO COUNCIL BE RECEIVED

7 PART A – REPORTS FROM BOARD, COMMITTEES AND WORKING GROUPS OF COUNCIL

- 7.1. Chancellor's Committee on Māori and Pacific Matters
No report.

- 7.2 Academic Board Reports and Minutes, 29 November 2021
Received
Academic Board Reports and Minutes, 29 November 2021

Noted in discussion

- The integrated research plan is in accordance with AUT's Directions to 2025 and with the learning and teaching strategy and is a review of the previous research road map. This will be provided to Council in 2022.
- Council noted that the plan should include how AUT differs from other universities, what sets it apart and the direction it is heading in.
- The purpose of the integrated plan is to have common understandings and include these in activities across the university. It was noted that there is still room to grow research activities to meet AUT's ambitious goals to be a great place to work and learn, as well as create a strong relationship with students and academics.
- It is important that students are engaged with staff who are scholars and researchers in their discipline. The University also needs to increase the number of Māori and Pacific researchers to meet the research needs of Aotearoa, New Zealand.

Resolved

THAT THE ACADEMIC BOARD REPORTS AND MINUTES OF THE MEETING HELD ON 29 NOVEMBER 2021 BE RECEIVED.

- 7.3 Council Working Group
Received
Council Working Group, draft minutes 6 December 2021

Resolved

THAT THE DRAFT MINUTES OF THE COUNCIL WORKING GROUP MEETING HELD ON 6 DECEMBER 2021 BE RECEIVED.

- 7.4 Council People and Culture Committee
No report.

8 CORRESPONDENCE REFERRED BY THE CHANCELLOR

- 8.1 Email from Jenn Bestwick (Chair TEC Board), dated 12 January 2022

Received

Email from Jenn Bestwick (Chair TEC Board), dated 12 January 2022

Resolved

THAT THE EMAIL FROM JENN BESTWICK (CHAIR TEC BOARD), DATED 12 JANUARY 2022 BE RECEIVED

9 OTHER MATTERS FOR DECISION OR NOTING

- 9.1 Update from AUTSA

Received

Verbal Update from Sara Youssef (President of AUTSA)

Noted in discussion

- Council welcomed the President of AUTSA to Council. The President has met with many stakeholders and is connecting with non-profit organisations that seek student volunteers.
- The President stated that students are concerned about the lack of classes being taught on campus with most classes at this stage being delivered online. Some complaints have been received from students about course fees and having to relocate in the student accommodation. These issues are being managed.
- Students are experiencing stress and anxiety due to COVID related disruptions. Where possible AUTSA supports in-person class options. The format of the delivery of classes could be considered. If possible smaller class sizes could be arranged to accommodate those who prefer on-campus teaching. The emerging pattern of delivery will be monitored, and Council will be updated.
- AUTSA have also organised "Coffee Tuesday" where the President and Vice-President meet with students to discuss any issues.
- AUTSA would like if possible, to receive information on student demographics so that AUTSA could provide individualised support.

Resolved

THAT THE VERBAL UPDATE FROM THE PRESIDENT OF AUTSA BE RECEIVED.

10 GENERAL BUSINESS AND ITEMS MOVED FROM PART B TO PART A

RESOLUTION TO EXCLUDE THE PUBLIC

THAT THE PUBLIC BE NOW EXCLUDED FROM PART B OF THIS MEETING, AND THAT THE FOLLOWING MATTERS BE DISCUSSED WITHOUT PUBLIC DISCLOSURE.

THIS RESOLUTION IS MADE IN RELIANCE ON SECTION 48(1)(A) OF THE LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 AND THE PARTICULAR INTEREST OR INTERESTS PROTECTED BY SECTION 6 OR SECTION 7 OF THAT ACT OR SECTION 6 OR SECTION 7 OR SECTION 9 OF THE OFFICIAL INFORMATION ACT, AS THE CASE MAY REQUIRE, WHICH WOULD BE PREJUDICED BY THE HOLDING OF THE WHOLE OR RELEVANT PART OF THE PROCEEDINGS OF THE MEETING IN PUBLIC ARE AS FOLLOWS:

1. *TO PROTECT INFORMATION WHERE THE MAKING AVAILABLE OF THE INFORMATION WOULD BE LIKELY UNREASONABLY TO PREJUDICE THE COMMERCIAL POSITION OF THE UNIVERSITY.*

2. **TO ENABLE THE UNIVERSITY TO CARRY OUT, WITHOUT PREJUDICE OR DISADVANTAGE, COMMERCIAL ACTIVITIES OR NEGOTIATIONS.**
3. **TO PROTECT THE PRIVACY OF PERSONS REFERRED TO IN THE RECOMMENDATIONS AND TO MAINTAIN THE CONFIDENTIALITY OF THOSE RECOMMENDATIONS.**
4. **TO ENABLE FREE AND FRANK DISCUSSIONS.**
5. **TO PREVENT THE DISCLOSURE OR USE OF OFFICIAL INFORMATION FOR IMPROPER GAIN OR ADVANTAGE.**

AND THAT A VUJNOVICH, L WILLIAMS, K MCPHERSON, W LAWSON, D SALESA, SHERGILL, D PINCHEN (FOR ITEM 12), B BUNDY (FOR ITEM 12), BE PERMITTED TO REMAIN AT THIS MEETING, AFTER THE PUBLIC HAS BEEN EXCLUDED, BECAUSE OF THEIR KNOWLEDGE OF THE MATTERS TO BE DISCUSSED IN THE PROCEEDINGS WHILE THE PUBLIC ARE EXCLUDED. THIS KNOWLEDGE, WHICH WILL BE OF ASSISTANCE IN RELATION TO THE MATTERS TO BE DISCUSSED, IS RELEVANT TO THESE MATTERS BECAUSE THEY RELATE TO ASPECTS OF THE ADMINISTRATION OF AUT FOR WHICH THOSE PERSONS ARE RESPONSIBLE.

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter. The public conduct of each item below would be likely to result in the disclosure of information for which good reason for withholding would exist under the sections of the OIA identified below. | Ground(s) under section 48(1) for the passing of this resolution |
|---|---|--|
| 11. Council Minutes Part B of the meeting held on 6 December 2021 | s 9(2)(b)(ii) and s 9(2)(i) | LGOIMA s48(1)(a)(ii) |
| 12. Health, Safety & Wellbeing reports | s 9(2)(a) and s 9(2)(b)(ii) | LGOIMA s48(1)(a)(ii) |
| 14. Report from AUT Millennium | s 9(2)(b)(ii) and s 9(2)(i) | LGOIMA s48(1)(a)(ii) |
| 15. Report from Council Finance and Audit Committee | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 16. Report from AUT Ethics Committee | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 17. Report from Council Executive Committee | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 19. Vice Chancellor Update on Current Matters | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 20. Chancellor Update on Current Matters | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 21. Items moved from Part A of the Agenda to Part B | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 22. Other Business | s 9(2)(a), s 9(2)(b)(ii), s 9(2)(h), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 22.1 Report from Council Honours Committee | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |
| 22.2 Approve entry into a Service Level Agreement | s 9(2)(b)(ii), s 9(2)(i) and s 9(2)(k) | LGOIMA, s48(1)(a)(ii) |

Item 4.2 Matters Arising from the Minutes Part A

| COUNCIL AGENDA ITEM | ACTION | Who | Status |
|---------------------|--|---|---|
| 28 September 2020 | 7.1 Chancellor's Report <ul style="list-style-type: none"> The Chancellor was pleased with the Council Working Group meeting with Year 13 students and requested to catch up with the same students next year for a follow up. | Council Secretary | Ongoing- 2021 |
| 22 February 2021 | 5. Vice Chancellor's Report <ul style="list-style-type: none"> In 2021, a Council meeting will be hosted in AUT's wharenui. | Tumuaki / Dean Te Ara Poutama | First Quarter 2021 |
| 31 May 2021 | 3.3. Equal Opportunities Policy <ul style="list-style-type: none"> The Treaty of Waitangi should be referenced in the policy or alternatively, expressed in a Council Charter. A paper will be drafted in regard to a policy on Te Titiri and each Council policy should be reviewed at each Annual General meeting. | Tumuaki / Dean Te Ara Poutama | Council Charter – ongoing Fourth Quarter 2021 |
| | 5 VICE CHANCELLOR'S REPORT <ul style="list-style-type: none"> The LMS reports will be provided frequently to Council. Further clarity needs to be provided on each team that is responsible for different areas of LMS. | Vice Chancellor's Office | Actioned |
| 28 June 2021 | 7.1. Chancellor's Committee on Māori and Pacific Matters Draft Minutes 31 May 2021 <ul style="list-style-type: none"> The time allocated for this Committee is not adequate to address the issues raised. The Committee will meet quarterly in association with a Council meeting. Each meeting will consider a specific review of achievement against selected KPIs and explore new initiatives and improvements. A work plan for this to be considered at the next Council meeting. | Group Director Strategy & Planning Assistant VC South & Pacific Advancement Tumuaki / Dean Te Ara Poutama | September 2021 Actioned (Work plan delayed due to COVID lockdown) |
| 26 July 2021 | 5 VICE CHANCELLOR'S REPORT <ul style="list-style-type: none"> Council wishes to receive a quarterly report on the growth in each sector. The report should also include information on the areas that are growing and the areas that are not. Council wishes to receive more information on the ethnicity of staff with statistics for academic staff and professional staff presented separately. | Vice Chancellor's Office | September 2021 Actioned |
| 30 August 2021 | 6.2 Te Tiriti o Waitangi <ul style="list-style-type: none"> The Chancellor working with the Vice-Chancellor will bring a proposal back to Council. | Vice Chancellor's Office | Ongoing - 2022 |
| 28 February 2022 | AGM 4.1 Ōritetanga Learner Success <ul style="list-style-type: none"> The TEC asks Council to approve a learner success strategy in the form of a 5-year business plan including tangible goals and milestones. The outline of that business plan should be provided to the TEC by 30 June 2022. This would be a whole of organisation commitment and funded appropriately and aligned with the University's learner success programme. The TEC will support the University if it makes progress and reduce funding if progress is not demonstrated. The TEC requests AUT to work with the TEC on its learner success strategy which is an organisation-wide commitment including all faculties with a clearly articulated parity plan. Council should work with leadership to achieve the key targets. | Council Vice Chancellor's Office | Ongoing - 2022 |

| | | | |
|--|---|--|---|
| | | | |
| | <p>7.2 Academic Board Reports and Minutes, 29 November 2021</p> <ul style="list-style-type: none"> The integrated research plan is in accordance with AUT's Directions to 2025 and with the learning and teaching strategy and is a review of the previous research road map. This will be provided to Council in 2022. Council noted that the plan should include how AUT differs from other universities, what sets it apart and the direction it is heading in. | Deputy Vice-Chancellor Research | <p>Ongoing – 2022</p> <p>Presentation scheduled for the March meeting of Council Working Group</p> |
| | <p>9.1 Update from AUTSA</p> <ul style="list-style-type: none"> Students are experiencing stress and anxiety due to COVID related disruptions. Where possible AUTSA supports in-person class options. The format of the delivery of classes could be considered. If possible smaller class sizes could be arranged to accommodate those who prefer on-campus teaching. The emerging pattern of delivery will be monitored, and Council will be updated. | <p>Vice-Chancellor's Office</p> <p>Group Director, Student Services and Administration</p> | Ongoing - 2022 |



| | |
|---------------------|---|
| PART A | 5 |
| OPEN AGENDA ITEM | |

Council Agenda Paper

Subject: **VICE CHANCELLOR'S REPORT**

Date: **28 March 2022**

RECOMMENDATION:

THAT THE VICE CHANCELLOR'S REPORT BE RECEIVED

*This regular report is structured around the strategic themes of AUT Directions 2025, which are: **Theme 1** Creating exceptional learning experiences; **Theme 2** Discovery and application of knowledge for wellbeing and prosperity; **Theme 3** Responding to our place in the world; **Theme 4** Building our position as New Zealand's university of technology; **Theme 5** Being a place people love to work and learn.*

The report provides updates on progress within these themes and against indicators, as well as information on current issues and highlights, and sits alongside other reports such as the monthly financial report.

UPDATES

1. Reflections on leaving the position of Vice Chancellor

This is my last report to Council. I leave the university with good memories, pleased with so much that we have achieved in the time I have been Vice Chancellor.

The changes in the institution have been massive, beginning as a strong polytechnic and moving in 21 years to be a full university supported by significant research and recognised in the international rankings.

Over that time alongside the work of change and development the core tasks have continued ensuring many, many thousands of students have been supported to complete their studies and go out as our graduates into the world to contribute to professions, businesses and communities in Aotearoa and across the globe, enabled and transformed by the education and experiences that they have had here.

AUT began in 2000 with only 40% of its students in degree and postgraduate programmes, a handful of PhD students, about 30 research active staff members, and little if any international recognition. Now AUT is the second largest university with 95% of students enrolled in degree and postgraduate programmes, including 1000 PhD students. There are about 700 research active staff (last PBRF assessment) and this year \$42 million in research income. QS gives AUT 5 out of 5 stars overall and for every category of its university ratings – teaching, employability, research, innovation, internationalisation, facilities, inclusion.

As well as being in the top 250 of the world's universities according to the Times Higher Education, AUT is ranked by all four major world university ranking agencies and has appeared in the world rankings by subject for almost all its disciplines over the last few years, and for several subjects, in the top 150, top 100 or top 50 of the world's universities. For global research impact, two world ranking agencies place AUT in the top 30 in world and best in New Zealand. AUT also is top in New Zealand for its international outlook, based on the proportions of internationally co-authored research outputs, international students, and international academic staff.

One indication of the student view is that AUT ranks #2 in New Zealand and #8 in Oceania (Australia/New Zealand) in the StuDocu World University Rankings, which reflects students' opinions of their own university. AUT students reported being very satisfied with AUT and AUT came out first in New Zealand in 7 out of 15 indicators including: location, diversity & inclusion, safety, accessibility, student life, reputation, and financial aid.

From its beginning AUT has built its position by responding to the diversity of its local communities. Early strategy was deliberately directed at the emerging markets found in the communities not well represented in the university sector at the time. As a result, our domestic enrolment has had steadily increasing numbers and proportions of Māori and Pacific students at degree and postgraduate levels, where they now represent 30% of our domestic students. That has now made us Aotearoa's largest educator of Māori and Pacific students at university level. Equity has been important for other groups and our services to support students studying with disability are notable. We are also the only university in the country with a significant inclusion of school leavers from low decile schools who represent 20% of our EFTS.

An important aspect of our developing success has been advances in the physical shape and face of the university and its facilities, which have been dramatically transformed – although work remains to be done. The estate that AUT inherited from AIT was woeful and totally inadequate for university work. Progress with facilities and resources has not only supported growth and success but stimulated it. Our business enrolments shot up with the opening of a new business school. We are the leading sport university in part because of the facilities we have with AUT Millennium. Our profile with the Pacific communities has been boosted enormously with the presence and quality of the South Campus. The Sir Paul Reeves building boosted the view of AUT as a university for many people. Most importantly the development of facilities, resources and systems has enhanced the experience of work and learning at AUT, moving us closer to our strategic goal to be a place where people love to work and learn.

Our many developments have built up our assets to \$1 billion. We have been able to achieve this with modest bank debt, strong cash flow management, revenue growth and \$90 million of non-policy funding that we were able to solicit from government in our first decade.

Everything we have done, in curriculum development, profile raising, building resources, teaching and learning, research development, better services and systems, and strategic orientation, has depended on the people who have contributed to the vision and its pursuit. My approach has been to recognise and facilitate them by maintaining a culture of participation and achievement against shared goals. Management and operational arrangements have been built around significant degrees of autonomy and high trust, limiting as much as possible the academic and administrative bureaucracy that would stifle innovation and enthusiasm.

The early attractiveness of the university for potential staff was the opportunity to join in the building of a fresh university rather than just working in an already established institution. Our flexibility, openness and willingness to try things were drawcards for many. Amongst the senior leaders particularly, but also throughout the university staff community, the sense that we were engaged in creating something together that could make a difference was pervasive. It is an ethos that is worth preserving.

Our Councils have been vital in our success, and I have been fortunate for the most part to have had the trust and support of the councillors and Chancellors who have shared the vision and love of AUT. I want to acknowledge particularly John Maasland and the late Sir Paul Reeves who led the Council throughout almost all of my term as Vice Chancellor and contributed enormously through their leadership and standing to the achievements and development of AUT.

Not everything has been successful, and many things might have been done better. From these things we learn. The last two years have been difficult for the obvious reasons. I have struggled to regain my emotional footing in my role and have come to feel that the time is right to hand over to someone new who can lead with a new vision for new times.

I commend Damon Salesa as the incoming Vice Chancellor and am pleased to hand on the leadership of the waka of AUT to a person of his character and vision. The world is bristling with challenges to confront and opportunities to grasp. AUT has the momentum to be at the forefront of many of them. There are good things ahead.

I have loved AUT, loved working in it, with it and for it, loved it because of its people, people working in so many different roles, in so many different ways, from so many different backgrounds, who have joined together to make possible the profoundly important mission we have pursued. Over the years I have valued their initiatives and commitment, been thrilled and inspired by their successes, and delighted to know many of them personally.

I thank everyone, and leave offering my best wishes for the future successes and strengthening contribution of our university.

2. A1 Construction Contract

Pursuant to the resolutions of special Council meeting of 22 November 2021, I am pleased to report:

1. A Building Consent (BCO10314962) for the construction as planned was issued on 15 March 2021.
2. Contract documentation as agreed with Naylor Love has been prepared and the University's solicitors Minter Ellison have approved in writing that it is complete and suitable to be executed by the university.
3. The Contract confirms the contract price approved by the Council.
4. The Contract has been executed as authorised by the Council.
5. Naylor Love have agreed a practical completion date of 13 February 2024 for a Semester One opening with Construction works beginning in April 2022.

Preparatory works are continuing on site readying for the start of construction.

3. COVID-19

From the beginning of Semester One, on Monday 28 February, AUT campuses were open and operating and some classes were held in person – particularly practical sessions. But because of the prevailing concerns about the Omicron outbreak and its rapid spread most teaching and learning has been delivered online so far.

There has been a tremendous effort made in schools and support services to ensure that our thousands of students have begun their semester courses as successfully as possible with a predominantly online start to the year – something we haven't had to do before.

One of the risks with Omicron is the likelihood of staff shortages with high numbers of people isolating or sick. To date, several hundred staff have reported in with COVID or isolating as close contacts. However, this has been prepared for and well managed with a limited effect on the provision of services so far.

After considering the current modelling and the government announcements the Executive team have decided that barring unforeseen circumstances a return to normal delivery of teaching and learning including all aspects delivered on campus can occur from the 2 May, the first day following the mid-semester break. This has been announced to staff (copies of the announcement were circulated to Council members for information) and is being notified to students.

We have also agreed to shift our management from an emergency setting to “business as usual” which means that the Emergency Management Team will reduce their work and all decisions will be picked up by the Executive team. We have benefitted enormously from the outstanding leadership, guidance, and commitment that we have had from our emergency management team members since the lockdown in August 2021, and before that throughout 2020.

THEME 1: CREATING EXCEPTIONAL LEARNING EXPERIENCES

(Progress with the Investment Plan KPIs for this Theme area are presented at **Appendix 4**)

4. Learning Management System (Canvas@AUT)

Canvas@AUT went live as planned on the first day of Semester One.

There have been very few ‘teething’ problems and they are being resolved as they are identified. The support mechanisms and resourcing put in place by the project are working well. Initial feedback from students and staff is very good.

Planning for Semester 2 is progressing as planned, Cycle 5 is well underway for courses to be delivered in Semester Two. Planning for Cycle 6 (the final cycle) has started and includes an extra development Cycle 6b, for courses that start in 2023.

5. Techweek 2022

AUT is to once again be a strategic partner for Techweek, which is taking place in person and at hybrid events at the City Campus from 16 to 22 May 2022. Techweek is a fantastic opportunity for students to collaborate with the broad tech community and discuss key issues, mutual successes, and the future challenges.

6. Bright Side programming

Following the success of four flagship programmes in 2021, the Bright Side programme is doubling its offering in 2022 with the addition of four new programmes. Bright Side, a space for AUT students, has a range of multi-workshop programmes available for students to participate in this year to support them to manage stress, build resilience, improve their wellbeing, navigate global change through the pandemic, build healthy relationships, and develop their personal leadership.

Some of this work has been supported through a special student mental health and wellbeing funding provided by government in recognition of the impact of the long lockdown and disruption to student wellbeing and mental

health in Auckland. Last month the Minister of Health Hon. Andrew Little came with Chloe Swarbrick as Green Party spokesperson for youth and mental health and local MP, to a launch and presentation outlining the initiatives through Brightside and elsewhere in Student Services that are enhanced with the new funding.

7. Student enrolment update (Detailed tables showing EFTS as at 14 March are at **Appendix 1**)

Domestic enrolments (SAC funded) have settled well behind last year and budget. This is unexpected. Some of the apparent drop of 1300 EFTS relates to the new enrolment arrangement for the programmes in the School of Clinical Sciences whereby students now enrol semester by semester rather than for the full year – meaning a full-time student at this stage of the year is only showing as half an EFTS. Correcting for this leaves a decrease of just over 650 EFTS. Other universities are reporting a similar enrolment shift in domestic enrolments. Some of the factors contributing to the drop will be:

- Difficulties with the final year of school due to the lockdown for the last four months of 2021.
- Uncertainties prompted by the omicron outbreak during the admissions, enrolment, and semester start.
- Vaccination mandates.
- An apparently buoyant employment market.

International enrolments (full fee paying) are also down on last year but tracking positively against budget and may end the year significantly ahead.

| | SAC Funded Domestic* | | International Full Fee | | Total | |
|-----------------|----------------------|--------|------------------------|-------|--------|--------|
| | 2022 | 2021 | 2022 | 2021 | 2022 | 2021 |
| YTD EFTS | 14,758 | 16,074 | 1,279 | 1,641 | 16,037 | 17,715 |
| Annual target % | 85% | 96% | 69% | 48% | 84% | 88% |

**Includes International PhD students funded as domestic through the SAC*

THEME 2: DISCOVERY AND APPLICATION OF KNOWLEDGE FOR WELLBEING AND PROSPERITY

(Progress with the Investment Plan KPIs for this Theme area are presented at **Appendix 4**)

8. Research contracts

| | New Research Contracts YTD | |
|---------------------|----------------------------|--------|
| | 2022 | 2021 |
| Value | \$1.8M | \$5.1M |
| Number of contracts | 24 | 15 |

The following is an update on AUT's research grant activity:

Royal Society of New Zealand

- The four successful Marsden applications in the 2021 round are due to go to contract in the next week or two.
- 19 Expressions of Interest were submitted to the 2022 Marsden funding round. This was a drop on previous years likely due to the impact of COVID-19 disruptions in 2021.

Ministry of Business, Innovation and Employment (MBIE)

- 2022 Endeavour Research Programme – Five Research Programme bids have been developed and were submitted earlier this month.
- MBIE Catalyst AI – One application is being developed for this fund and was submitted earlier this month.

Health Research Council (HRC)

- HRC has awarded 20% additional funding to all Emerging Career Researcher Awards. There are 14 recipients at AUT amounting to over \$474,000, which will be paid in late March.

9. Research Development

To boost and enhance AUT's preparation for the 2024 Academic Quality Assessment of the PBRF upon which the majority of PBRF funding for the following years will be based the DVC Research has established a **PBRF Academic Working Group** with key goals to:

- Address lessons learned from previous rounds.
- Share expertise and concerns – knowledge exchange between Faculties.
- Work closely with the Systems Working Group to ensure that emerging issues of cross-group relevance are addressed.
- Identify priority actions in a timely manner, including feedback on PBRF Sector Reference Group consultation documents.
- Make recommendations to the VC Executive on matters that require the support from or action of the wider University (including Faculty Deans and other Directorates) to address gaps identified.

10. Selection of Research Highlights

- **Happy workers are hybrid workers**

Professor Jarrod Haar has published new findings from the Wellbeing@Work study which indicates that there are benefits to 'hybrid working' (a combination of work from home and work from office).

- **Predicting changes in clinical status**

Dr Margaret Sandham, a senior lecturer in the Nursing department, has released a study showing that in palliative machine learning can predict changes in patients' clinical status, enabling early medical interventions. The potential applications, including mobile apps and wearable technologies, could be used by clinicians and family caregivers to improve terminally ill patients' quality of life.

- **Fulbright Scholarship**

Dr Tago Mharapara, of the Department of Management in the Business School, has been awarded a 2022 Fulbright New Zealand scholarship. Dr Mharapara leads an interdisciplinary AUT research team that recently received a Health Research Council grant to investigate sustainability challenges for

community-based midwives. He will spend the latter half of 2022 at Brown University's Policy Lab in Providence, Rhode Island, in the United States.

THEME 3: OUR PLACE IN THE WORLD

(Progress with the Investment Plan KPIs for this Theme area are presented at **Appendix 4**)

11. International border re-opening to students

The border re-opening to international students has so far been managed by Government with approval of small cohorts. Cohorts 1,2 and 3 were activated in 2021. The largest of these was for 1000 student places to be divided up nationally. This proved difficult to fill because of restrictions on the aviation sector and the criteria for student eligibility. Further cohorts have been approved this year.

- **Cohort 4 (5,000 students)**

This allocation, announced in February along with the Government's complete border opening timetable, is to cover all education providers and applies to students that can enter from April this year. Universities have been offered around 1500 of the 5000 places on a pro rata basis, and AUT in turn have been allocated 261 those places. We are ready to nominate students for inclusion based on required prioritisation criteria. MoE are due to close nominations on 13 April, and work is progressing steadily on the nominations.

- **Manaaki Scholars**

AUT's Scholarships office were advised on 9 March, that an additional border exception category has been approved for the return of 250 Manaaki NZ Scholars from the Pacific, across the sector. Manaaki NZ Scholars are students from the Pacific who supported to study in New Zealand under a longstanding aid scheme funded by Government. The AUT Scholarships Office will manage the support provided for these students to return, separate from the Cohort 4.

- **October opening to all visa classes**

This will have no impact on the 2022 international enrolment but preparation is underway with major marketing and recruitment campaign.

THEME 5: BEING A PLACE WHERE PEOPLE LOVE TO WORK AND LEARN

(Progress with the Investment Plan KPIs for this Theme area are presented at **Appendix 4**)

12. AUT at Best Awards 2021

AUT's Art and Design students have won a total of 40 awards at 2021's Best Awards, including 14 Gold, 12 Silver and 14 Bronze.

The Design Institute of New Zealand's annual Best Awards recognise excellence in graphic, toitanga, digital, moving image, spatial and product design.

Congratulations to all those students, and to the academic staff who helped the students prepared their entries. A special mention to Senior Lecturer Tatiana Tavares, who won two Gold Best Awards for her PhD work Saints of Paradox.

13. Remembering March 15 memorial event

Led by Sheikh Rafat Najm and hosted by the AUT Multifaith Chaplaincy team, AUT students and staff were invited to join an online memorial event to remember Christchurch, and contemplate messages of community, unity, and peace.

14. Tuia, the new staff intranet

On Thursday 10 March, Tuia, our new staff intranet went live an all-encompassing hub to access information, news, tools, resources, and opportunities. This is a significant milestone for AUT, has been the result of months of planning and work by the Tuia Project Team, with an excellent result.

15. Independent Review progress update

A response has been initiated in respect of all 36 recommendations in 2021, though there is room to build on these efforts in 2022. Some action has been delayed due to the COVID lockdowns, such as training of managers and staff in bullying and harassment prevention. These training sessions are best delivered in person rather than online.

Actions over the last six months have included:

- The Employee Action and Resolution Service (EARS) has opened 79 cases and of these, 37 are now closed
- Respect in Action contacts have been recruited and trained
- The Office of Māori Advancement has worked with People & Culture and the Cultural Change Transition Group (CCTG) to devise an approach to build cultural capability and train staff across the University in AUT values, values-led behaviours, and Te Tiriti principles.
- CCTG have progressed a range of work related to AUT policies, values, and an approach to culture change at AUT.
- Engagement around the Chnnl wellbeing tracker app has grown in interest ahead of its upcoming cross-AUT launch, because of the recent pilot scheme. Chnnl is a space for employees to safely share and employers to listen and learn.

A plan of action for 2022 has been created. This plan can be found in **Appendix 3**.

16. Staff diversity statistics – at 14 March 2022

| Staff count | | | | Occupation | | | |
|------------------|-------|----------------|-------|---------------------------|-------|-------------------------------|------|
| 2,178 FTE | | | | Academic 1,032 (47.4%) | | Professional 1,146 (52.6%) | |
| Gender | | | | Annual Turnover Rate | | | |
| Female | 59.0% | Gender diverse | 0.7% | 5.9% | | 9.7% | |
| Male | 39.9% | Not disclosed | 0.4% | | | | |
| Ethnicity | | | | | | | |
| Academic (47.3%) | | | | Professional (52.6%) | | | |
| NZ European | 16.2% | Other | 3.2% | NZ European | 13.6% | Other | 2.4% |
| Asian | 6.5% | Undeclared | 10.5% | Asian | 10.5% | Undeclared | 17% |
| European | 7.4% | | | European | 4.0% | | |
| Māori | 2.5% | | | Māori | 2.1% | | |
| Pacific | 1.0% | | | Pacific | 3.0% | | |

- **Senior Leadership Diversity**

Of the university leadership, 4 of the 6 most senior academic staff (DVCs and Deans) are women, 6 of the 10 most senior professional staff (AVCs and Group Directors) and 8 of the 16 Heads of School are women.

Māori or Pacific staff occupy 5 of those 32 senior leadership positions.

17. Places and spaces

- **A1 Project at North Campus** – see Item 2 above

- **WT Exit Programme and Lease Expiry**

Due to the Omicron outbreak, Phase 2 of the WT Exit Enabling Works is now likely to be completed by mid-May 2022 and Phase 3 is likely to be completed by mid-May 2022. Our leased space in WT Building is expected to be fully vacant and handed back to its owners by end of June 2022, which is according to the agreed timetable.

As part of the WT Exit Programme staff of the School of Engineering, Computer and Mathematical Sciences have now completely moved from WT into the newly completed top levels of the WZ building.

18. Financial Performance (More detail is in **Appendix 2**)

The year-to-date net surplus variance to budget of \$1.1M reflects the impact of lower costs incurred than budgeted offsetting the reduced student derived income, because of lower than anticipated domestic EFTS.

All Tertiary Education Commission (TEC) financial covenants are forecast to be met in 2022.

The current enrolment position (see Item 7 above) indicates a likely 5% reduction in the budgeted revenues. A review of the budget based on the March end position will need to be undertaken.

Appendix 1: Enrolments

2022 EFTS Progress to Target Monitoring Report

Year to Date Compared to Target and Equivalent Date Last Year

The following information is from the weekly AUT EFTS Monitoring Report.

Programme EFTS 14 March 2022

1. EFTS compared to Target EFTS

| | Likely and Confirmed | | | Target | Progress | | Needed | | Achieved after PYTD |
|---------------------|----------------------|------------------|--------------|------------------|--------------|--------------|-----------------|-----------------|---------------------|
| | 2022 | 2021 | Growth | | 2022 | 2021 | 2022 | 2021 | |
| Domestic SAC | 14,605.06 | 15,863.87 | -7.9% | 17,386.53 | 84.0% | 93.3% | 2,781.46 | 1,147.05 | 1,171.47 |
| Int Full Fee | 1,278.78 | 1,641.21 | -22.1% | 1,615.49 | 79.2% | 88.4% | 336.71 | 216.06 | 528.52 |
| International SAC | 152.87 | 209.80 | -27.1% | 304.75 | 50.2% | 64.5% | 151.88 | 115.42 | 77.04 |
| Domestic Other | 124.65 | 129.65 | -3.9% | 236.28 | 52.8% | 43.0% | 111.63 | 171.85 | 148.28 |
| International Other | 167.53 | 131.63 | 27.3% | 367.47 | 45.6% | 54.2% | 199.94 | 111.07 | 216.17 |
| Total AUT | 16,328.89 | 17,976.16 | -9.2% | 19,910.52 | 82.0% | 91.1% | 3,581.62 | 1,761.44 | 2,141.49 |
| South Domestic SAC | 1,712.27 | 2,121.71 | -19.3% | 2,480.90 | 69.0% | 84.3% | 768.63 | 394.71 | 34.76 |
| South Int Full Fee | 27.34 | 42.19 | -35.2% | 23.23 | 117.7% | 101.4% | -4.11 | -0.60 | 5.45 |

2. Total AUT EFTS by Intake Type and Award Level

| | 2022 Likely and Confirmed | | | | Growth | 2021 Likely and Confirmed | | | |
|-----------------|---------------------------|-----------------|------------------|------------------|---------------|---------------------------|-----------------|------------------|------------------|
| | % | New | Returning | Total | | % | New | Returning | Total |
| Pre-Degree | 5.2 % | 630.21 | 220.62 | 850.83 | -17.6 % | 5.7 % | 829.77 | 203.07 | 1,032.84 |
| Undergraduate | 78.8 % | 4,107.95 | 8,763.79 | 12,871.74 | -8.1 % | 78.0 % | 4,962.92 | 9,049.67 | 14,012.59 |
| Postgraduate | 15.8 % | 987.68 | 1,594.40 | 2,582.08 | -10.9 % | 16.1 % | 1,147.46 | 1,750.10 | 2,897.56 |
| Not Categorised | 0.1 % | 11.35 | 12.90 | 24.25 | -26.9 % | 0.2 % | 8.51 | 24.66 | 33.18 |
| Total | | 5,737.19 | 10,591.70 | 16,328.89 | -9.2 % | | 6,948.66 | 11,027.50 | 17,976.16 |

3. International Student View EFTS

| | 2022 Likely and Confirmed | | | | Growth | 2021 Likely and Confirmed | | | |
|-----------------|---------------------------|---------------|-----------------|-----------------|----------------|---------------------------|---------------|-----------------|-----------------|
| | % | New | Returning | Total | | % | New | Returning | Total |
| Pre-Degree | 3.9 % | 32.08 | 30.12 | 62.21 | -9.4 % | 3.5 % | 48.58 | 20.07 | 68.65 |
| Undergraduate | 64.7 % | 204.17 | 830.06 | 1,034.23 | -11.9 % | 59.2 % | 262.43 | 911.50 | 1,173.94 |
| Postgraduate | 31.3 % | 121.24 | 379.03 | 500.28 | -32.3 % | 37.3 % | 225.16 | 513.87 | 739.03 |
| Not Categorised | 0.2 % | 2.15 | 0.32 | 2.47 | 140.1 % | 0.1 % | 0.78 | 0.25 | 1.03 |
| Total | | 359.65 | 1,239.53 | 1,599.18 | -19.3 % | | 536.95 | 1,445.70 | 1,982.65 |

4. Domestic Student Achievement Component (SAC) EFTS compared to AUT Finance Budget

| | Likely and Confirmed EFTS | | | | Progress | | Needed | | Achieved after PYTD |
|--------------|---------------------------|------------------|--------------|------------------|--------------|--------------|-----------------|-----------------|---------------------|
| | 2022 | 2021 | Growth | Target | 2022 | 2021 | 2022 | 2021 | |
| BEL | 2,329.89 | 2,508.39 | -7.1% | 3,210.28 | 72.6% | 77.8% | 880.39 | 717.37 | 670.17 |
| CSOC | 2,280.43 | 2,527.11 | -9.8% | 2,539.16 | 89.8% | 96.8% | 258.73 | 83.04 | 13.84 |
| DECT | 4,110.31 | 4,303.99 | -4.5% | 4,570.26 | 89.9% | 92.9% | 459.95 | 328.94 | 290.19 |
| HEAL | 5,632.58 | 6,186.75 | -9.0% | 6,632.48 | 84.9% | 101.0% | 999.89 | -63.11 | 134.83 |
| TEAP | 251.24 | 337.28 | -25.5% | 353.19 | 71.1% | 106.5% | 101.95 | -20.62 | 62.56 |
| Total | 14,605.06 | 15,863.87 | -7.9% | 17,386.53 | 84.0% | 93.3% | 2,781.46 | 1,147.05 | 1,171.47 |

5. International Full Fee EFTS compared to AUT Finance Budget

| | Likely and Confirmed EFTS | | | | Progress | | Needed | | Achieved after PYTD |
|--------------|---------------------------|-----------------|---------------|-----------------|--------------|--------------|---------------|---------------|---------------------|
| | 2022 | 2021 | Growth | Target | 2022 | 2021 | 2022 | 2021 | |
| BEL | 396.22 | 540.33 | -26.7% | 703.77 | 56.3% | 83.5% | 307.55 | 106.81 | 319.16 |
| CSOC | 264.49 | 313.63 | -15.7% | 255.79 | 103.4% | 107.1% | -8.71 | -20.82 | 61.29 |
| DECT | 438.94 | 544.24 | -19.3% | 463.47 | 94.7% | 84.3% | 24.52 | 101.08 | 112.92 |
| HEAL | 166.64 | 228.22 | -27.0% | 151.56 | 110.0% | 98.1% | -15.08 | 4.48 | 26.57 |
| TEAP | 10.23 | 14.00 | -26.9% | 11.78 | 86.9% | 166.0% | 1.55 | -5.57 | 2.50 |
| PVCI | 2.25 | 0.79 | 184.2% | 29.13 | 7.7% | 2.6% | 26.88 | 30.07 | 6.09 |
| Total | 1,278.78 | 1,641.21 | -22.1% | 1,615.49 | 79.2% | 88.4% | 336.71 | 216.06 | 528.52 |

13. Māori and Pacific Domestic SAC EFTS by Intake Type and Award Level

| | 2022 Likely and Confirmed | | | | | | | 2021 Likely and Confirmed | | | | |
|---------------|---------------------------|----------|-----------|----------|-------|---------|--------|---------------------------|-----------|----------|-------|--|
| | % | New | Returning | Total | %Dom | Growth | % | New | Returning | Total | %Dom | |
| Māori | | | | | | | | | | | | |
| Pre-Degree | 5.7 % | 74.00 | 22.75 | 96.75 | 12.8% | -17.3 % | 6.5 % | 95.63 | 21.42 | 117.04 | 12.6% | |
| Undergraduate | 83.6 % | 504.41 | 905.88 | 1,410.29 | 11.9% | -6.8 % | 83.9 % | 650.89 | 862.85 | 1,513.73 | 11.8% | |
| Postgraduate | 10.6 % | 81.41 | 97.78 | 179.19 | 8.9% | 2.7 % | 9.7 % | 98.23 | 76.23 | 174.46 | 8.3% | |
| Total | | 659.83 | 1,026.41 | 1,686.23 | 11.5% | -6.6 % | | 844.74 | 960.49 | 1,805.23 | 10.0% | |
| Pacific | | | | | | | | | | | | |
| Pre-Degree | 8.2 % | 171.25 | 46.50 | 217.75 | 28.7% | -20.8 % | 9.6 % | 230.75 | 44.27 | 275.02 | 29.5% | |
| Undergraduate | 84.1 % | 829.75 | 1,398.19 | 2,227.94 | 18.8% | -6.0 % | 83.1 % | 898.15 | 1,472.04 | 2,370.18 | 18.5% | |
| Postgraduate | 7.6 % | 96.11 | 105.80 | 201.91 | 10.0% | -3.2 % | 7.3 % | 95.56 | 112.99 | 208.54 | 9.9% | |
| Total | | 1,097.11 | 1,550.49 | 2,647.60 | 18.1% | -7.2 % | | 1,224.46 | 1,629.29 | 2,853.75 | 15.9% | |

Note to Tables 4 and 5:

- BEL is the Faculty of Business, Economics and Law – comprising the schools of Business, Economics and Law
- CSOC is the Faculty of Culture and Society – comprising the schools of Education, Languages and Culture, Social Sciences and Public Policy, Hospitality and Tourism
- DECT is the Faculty of Design and Creative Technologies – comprising the schools of Engineering, Computer and Mathematical Sciences, Communication Studies, Art and Design, Future Environments
- HEAL is the Faculty of Health and Environmental Sciences – comprising the schools of Clinical Sciences, Sport, Public Health and Interdisciplinary Studies, Science
- TEAP is the Faculty of Te Ara Poutama Māori and Indigenous Development
- PVCI are enrolments held with the PVC International, mainly for AUT House International English School.

Appendix 2: Financial Performance – Current Year

1. Financial Performance – Current Year

As at 25 February 2022

| \$000s | Year to Date (\$000s) | | | Full Year (\$000s) |
|--|-----------------------|--------------|--------------|--------------------|
| | Actual | Budget | Variance | Budget |
| Income | 60,637 | 62,655 | (2,018) | 421,567 |
| Expense | 51,994 | 55,058 | 3,064 | 410,085 |
| Surplus/(Deficit) before interest | 8,643 | 7,597 | 1,046 | 11,482 |
| Interest | 366 | 461 | 95 | 2,764 |
| Net surplus/(deficit) | 8,277 | 7,136 | 1,141 | 8,718 |

Comment

The year-to-date net surplus variance to budget of \$1.1M reflects the impact of lower costs incurred than budgeted offsetting the reduced student derived income, because of lower than anticipated domestic EFTS.

| TEC Financial Covenants | 2022 Year-end Result | | |
|---------------------------------------|----------------------|----------------------|-----------|
| | Budget | TEC | Outcome |
| Max commercial debt borrowings \$000s | \$82,024 | \$220,000 | On target |
| Max aggregate financing \$000s | \$95,657 | \$243,000 | On target |
| Max Debt / Debt + Equity Ratio | 11% | 30% | On target |
| Max Debt / Net Cash Flow Ratio | 1.65 | 3.00 | On target |
| Max Debt / Total Revenue Ratio | 23% | 55% | On target |
| Min Net Surplus Ratio | 2.1% | >0.0% | On target |
| Min Cash Flow from Operation Ratio | 116% | 113% | On target |
| Min Interest Cover Ratio | 4.15 | Suspended until 2026 | |
| Min Liquidity Ratio | 38% | 2% | On target |

Comment

All Tertiary Education Commission (TEC) financial covenants are projected to be met in 2022.

Financial Performance 2022 YTD Compared to 2021 YTD

| | Year to Date (\$'000s) | | |
|--------------------|------------------------|-----------------|---------------|
| | 2022 | 2021 | Variance |
| Income | 60,637 | 19,621 | 41,016 |
| Expense | 52,360 | 53,466 | 1,106 |
| Net surplus | 8,277 | (33,845) | 42,122 |

Higher **year-to-date income** compared to the same period last year is driven by timing noting that semester one began in February 2022 but was delayed in 2021 and started in March of that year.

Lower **year-to-date expenses** compared to same period last year recognises the longer-term management actions and responses to the financial effects of COVID-19 implemented in prior years.

Overall, the **year-to-date net surplus** is \$42.1M above the same last year but as noted is mainly a timing driven impact with some additional COVID-19 response activities continuing at the start of 2022.

Appendix 3: Independent Review 6-month progress and Plan of Action for 2022

February 2022, report to the People & Culture Council Committee

Progress in 6 months since September 2021:

AUT has responded to all 36 recommendations in 2021, though there is room to build on these efforts in 2022. Some initial activity has been delayed due to Covid lockdowns, such as training all staff in preventing bullying and harassment. These trainings are sensitive in nature and best delivered in person, so the facilitator can monitor reactions and ensure staff feel safe.

Some key achievements over the past 6 months include:

- EARS has opened 79 cases and of these, 37 are closed.
- Respect in Action contacts have been recruited and trained
- The Office of Māori Advancement has worked with P&C and CCTG to devise an approach to build cultural capability and train staff across the University in AUT values, values-led behaviours, and Te Tiriti principles (Proposal now with SLT).
- CCTG have progressed a range of work related to AUT policies, values, and an approach to culture change at AUT.
- Engagement around the Chnnl wellbeing tracker app has grown in interest ahead of its upcoming cross-AUT launch.

Plan of Action for 2022:

While AUT progressed portions of all 36 Recommendations last year, we determined that value can be added by focusing on aspects of the Recommendations noted below, which are sorted by theme (se next page).

| Theme | Recommendation | Done in 2021 | Plan for 2022 |
|---------------------------------|---|--|--|
| Improve reporting | 3. VC Report to Council/ AUT on progress against the Review's recommendations 6-monthly and then annually | The VC exceeded this requirement, reporting to Council five times in 2021. | The VC will submit this progress report to Council (and on to AUT staff) in March 2022, with the next report due March 2023. The incoming VC may review reporting frequency. |
| | 8. Ensure leave is properly recorded and taken | P&C tracks leave balances and managers are responsible for ensuring leave is taken. | In Q3/Q4 P&C will investigate this issue further and address any inconsistencies found. |
| | 30. Track HR data, identify and act on trends | Began to track and act on data in key areas of concern. | In Q3/Q4 the scope of this work will be widened to identify and act on trends across AUT. |
| | 31. P&C to follow up with all complainants and report to Group Director P&C | A process was devised for following up on complaints. | The process will be implemented, and regular reports will be made to the Group Director. |
| | 32. Invest in Chnnl, P&C to investigate issues raised | The Chnnl trial was a success, with managers reporting it helped them support staff during lockdown. | P&C to lead and EARS to sponsor the launch of Chnnl across AUT in Q2. Progress will be reviewed mid-year. Issues raised will be investigated and dealt with as appropriate. |
| Code of Conduct/ Culture change | 4. Redraft Code of Conduct and Sexual Harassment (SH) Policy | SH policy was drafted and widely consulted. | CCTG to provide their feedback on SH policy, which P&C will incorporate and publish. Code of Conduct will be redrafted and circulated in 2022. |
| | 21. Extend Values pin to recognise excellent behaviour | A review, led by OMA, began on AUT's Values in Action. Values were linked to Goals in the eMAP template. | The incoming VC has requested a paper on this issue, which will be provided in March/ April. P&C will follow the VC's advice in terms of implementation of this initiative. |
| | 24. CCTG to lead culture change and address harassment | CCTG began work on key areas including Accountability, Action planning, Policy review, Surveys and Data, and Values. | CCTG to share its journey map for culture change at AUT, based on the AUT values. Then work will occur to socialise and embed the recommended changes. |
| | 35. Address sexism at AUT, if it is an issue | Thinking began in this space but the lockdown paused progress on this initiative. | Prepare summary on relevant activities and initiatives (including Gender Tick). Monitor if more is required. Participate in the Mind the Gap initiative, informed by the Public Service Commission's new Te Orowaru Pay Equity Assessment. |
| | 36. Hui with Māori and Pasifika staff and embed Te Tiriti at AUT | Office of Māori Advancement led work to determine how we build cultural capability | OMA will continue to lead this work with support from P&C and CCTG. A funding proposal has gone to SLT, to train all staff |

| | | | |
|-------------------------------------|--|--|---|
| | | and improve training around living our values and Te Tiriti. | in AUT values, values-behaviours, and Te Tiriti. P&C is poised to support training development and delivery if funding is approved. |
| Management, Leadership and Training | 19. Student Consent training | SSA developed but had not rolled out the programme. | The SSA team to roll out Student Consent training in S1 2022, <i>starting with students in AUT accommodation.</i> |
| | 20. Leadership & Management Training; set up Leadership & Excellence programme | Course delivery began, but was interrupted by Covid-19. | P&C intend to deliver in-person training to Leaders when alert levels allow. P&C will look to build on in-house training capability and set up a Leadership & Excellence programme. |
| | 27. Bullying and harassment/ conduct training for all staff | Course delivery began, but was interrupted by Covid-19. | P&C intend to deliver in-person training to all staff when alert levels allow. |
| | 28. All managers to take Managing@AUT training | Course delivery began, but was interrupted by Covid-19. | P&C intend to deliver in-person training to all managers who are due when alert levels allow. A session with the Head of RiA/ EARS will be added to the training. |

Appendix 4: Key Performance Indicators – Progress report

AUT has a new Statement of Service Performance in place from 2022, established as part of Investment Plan 2022-2024. It retains many of the KPIs from the previous Investment Plan and introduces several new measures designed to better understand the impact of AUT's teaching, research, and community engagement actions. Each KPI relates to at least one of the key themes of *AUT Directions*

- Theme 1 Creating exceptional learning experiences
- Theme 2 Discovery and application of knowledge for wellbeing and prosperity
- Theme 3 Responding to our place in the world
- Theme 4 Building our position as New Zealand's university of technology
- Theme 5 Being a great place to work and learn

| KPIs | Theme(s) | Target 2022 | YTD 2022 | YTD 2021 | Actual 2021 | Notes |
|--|----------|------------------|----------|----------|-------------|--|
| 6. Number of quality-assured research outputs | 2 | Annual increase | 185 | 101 | 2,048 | |
| 7. Proportion of research-active academic staff | 2 | Annual increase | 15% | 16% | 57% | |
| 8. Value of new research contracts signed | 2,4 | Annual increase | \$1.8M | \$5.2M | \$18.6M | |
| 10. Ranking amongst NZ universities for field citation ratio | 2,4 | Top-four placing | Second | N/a | Second | Based on 2019 publications (used for the 2022 reporting year, AUT's FCR is 2.46, above the sub-sector average of 2.27) |
| 11. Number of media articles using AUT staff as expert voices or highlighting AUT research | 2,4 | >1,000 | 149 | 234 | 1,475 | |
| 13. Number of Māori students in research programmes | 2,3 | Annual increase | 93 | 72 | 113 | |
| 15. Number of Pacific students in research programmes | 2, 3 | Annual increase | 69 | 67 | 93 | |
| 16. Number of EFTS at South Campus | 3, 5 | Annual increase | 1,284 | 1,590 | 2,223 | |

Results still to come

| KPI | Theme(s) | Target 2022 | Actual 2021 | Source | Available |
|--|----------|-----------------|----------------|-------------------------|---|
| 1 Proportion of students who would recommend their programme of study | 1 | 81.5% | 82% | Annual Programme Survey | Annually (December) |
| 2. Proportion of students who are satisfied with teaching quality | 1 | 83% | 82.5% | Annual Programme Survey | Annually (December) |
| 3. Proportion of bachelors graduates who completed work-integrated learning while studying | 1, 4 | 90% | 90% | AUT Data Warehouse | Biannually following each graduation season |
| 4. Proportion of available graduates who are working full time | 1 | 81% | 80.5% | Annual Graduate Survey | Annually (December) |
| 5. Course completion rate for students from areas with high deprivation scores | 1, 3 | 74% | 77% | AUT Data Warehouse | Biannually following each semester |
| 9. Proportion of research outputs with an international co-author | 2,3 | Annual increase | 59% | Dimensions | Quarterly |
| 12. Number of Māori graduates from bachelors degrees | 1, 3 | Annual increase | 305 | AUT Data Warehouse | Biannually following each graduation season |
| 14. Number of Pacific graduates from bachelors degrees | 1, 3 | Annual increase | 440 | AUT Data Warehouse | Biannually following each graduation season |



| | |
|---------------------|---|
| PART A | 6 |
| OPEN AGENDA ITEM | |

Council Agenda Paper

Subject: **CHANCELLOR'S REPORT**

Date: 28 March 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE CHANCELLOR'S REPORT AND THE RECOMMENDATIONS ON COUNCIL PROCEDURES



| | |
|-------------------------------|-----|
| Part A OPEN AGENDA ITEM | 7.2 |
|-------------------------------|-----|

Council Agenda Paper

Subject: **REPORT FROM ACADEMIC BOARD**

Date: 28 February 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE ACADEMIC BOARD REPORT AND MINUTES OF THE MEETING HELD ON 28 FEBRUARY 2022

The minutes are in supplementary papers.

Academic Board Report to Council

Meeting held via Teams 28 February 2022

Strategic Matters and Policy Developments

- A Sykora and A Dowd provided a preview of the upgraded and refreshed staff-facing intranet, TUIA, to be launched on 10 March. This included: the rationale for the name 'Tuia'; the standardisation of pages in order to increase the ease of finding information; and, upcoming training.

Committees of Academic Board

- Academic Board approved the closure of the following to programmes to new enrolments from 1 January 2022:

Certificate in English for Academic Study

Diploma in English Language



| | |
|-----------------------------|------------|
| PART A | 7.3 |
| OPEN AGENDA ITEM | |

Council Agenda Paper

Subject: **DRAFT MINUTES OF THE COUNCIL WORKING GROUP MEETING HELD ON 28 FEBRUARY 2022**

Date: 28 February 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE DRAFT MINUTES OF THE COUNCIL WORKING GROUP MEETING HELD ON 28 FEBRUARY 2022

CONFIDENTIAL



MINUTES

Council Working Group

Meeting held 28 February 2022 at 2.36 PM
Microsoft Teams

PRESENT: S Turner (Chair), R Campbell, D McCormack, P Alley, E Pio, J Smith; P Treacy, C Cook.

** Apologies for lateness / ** Apologies for early departure*

SECRETARY: A Vujnovich, Council Secretary

IN ATTENDANCE: W Lawson (Deputy Vice-Chancellor Academic), K McPherson (Deputy Vice-Chancellor Research), L Williams (AVC Finance and Infrastructure and Chief Financial Officer), D Salesa (incoming Vice-Chancellor) and S Shergill (Council Co-ordinator).
For items 1 - 4.1: W Marriott (Head of EARS), B Bundy (Group Director, People and Culture)

1 APOLOGIES AND WELCOME

THAT APOLOGIES FOR ABSENCE FROM L FOLIAKI, S WENDT, R BLAIR AND S YOUSSEF BE RECEIVED.

2 MINUTES

Received

2.1 Minutes of the meeting held on 6 December 2021

Resolved

THAT THE MINUTES OF THE COUNCIL WORKING GROUP MEETING HELD ON 6 DECEMBER 2021 BE CONFIRMED AS A TRUE AND CORRECT RECORD.

3 MATTERS ARISING

3.1 Table of Actions

Received

Table of Actions

Resolved

THAT COUNCIL WORKING GROUP RECEIVE THE TABLE OF ACTIONS.

4 BUSINESS

4.1 Employee Advisory and Resolution Service (EARS) Presentation – Wayne Marriott (Head of EARS) and Beth Bundy (Group Director, People And Culture)

Received

Verbal presentation from Wayne Marriott (Head of EARS) and Beth Bundy (Group Director, People And Culture)

Noted in Discussion

Background

- The EARS service began operation in August 2021. The Head of EARS reports operational matters to the Vice-Chancellor's office through the Group Director People and Culture. The service also has oversight by an independent committee that meets quarterly.
- The Head of EARS is located in an office at AUT City. The EARS is engaging with AUT staff and matters are being referred by People and Culture.
- The service is available to staff regarding matters of employment and the workplace and also for students if the matter involves staff.
- One function of the EARS is to promote knowledge of the work of the EARS to University staff and encourage the University community to refer matters to the EARS. AUTi, People and Culture and colleague referrals are the main ways staff have been referred to EARS.
- The EARS has implemented a robust case management system including the timing of resolution of issues, managing cases that are more complex and managing emerging issues.
- Historical cases are more complex given the time delay and the number of people involved. Work is being done to resolve and close these cases.
- The most common concerns that are being raised by staff are regarding the vaccine mandates, the COVID pandemic and working from home. Transparency of recruitment processes is also being raised.

Communications and awareness

- Vice-Chancellor communications to all staff have promoted the work of the EARS as well as through the People Leaders updates and referrals from People and Culture. Other forums will be used to communicate the EARS to staff through 2022.

Indicators and Reporting

- The indicators of success for the EARS will include a satisfaction survey completed by staff who use the EARS, staff referring others to the EARS, staff returning to use the EARS and the number of referrals by EARS of staff to other forms of counselling, chaplaincy, legal advice or union advice.
- The EARS have received positive feedback from staff who have been referred to the EARS.
- A longitudinal analysis could present data on the gaps in case numbers open, those closed, and those lapsed in a regular report to Council.
- Council should also immediately receive information on emerging or concerning matters.

Resolved

THAT COUNCIL WORKING GROUP RECEIVE THE EMPLOYEE ADVISORY AND RESOLUTION SERVICE (EARS) PRESENTATION FROM WAYNE MARRIOTT (HEAD OF EARS) AND BETH BUNDY (GROUP DIRECTOR, PEOPLE AND CULTURE)

5 CLOSE OF MEETING

The meeting closed at 3:09 pm

6 DATE OF NEXT MEETING

The **next meeting** of Council Working Group is scheduled for:

Date: 28 March 2022

Time: 2.00 pm – 3.30 pm

Venue: AUT City

Matters Arising

- A longitudinal analysis could present data on the gaps in case numbers open, those closed, and those lapsed in a regular report to Council – Head of EARS, Group Director People and Culture – 2022 ongoing

- Council should also immediately receive information on emerging or concerning matters - Head of EARS, Group Director People and Culture – 2022 ongoing



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| Part A OPEN AGENDA ITEM | 7.4 |
|----------------------------|-----|

Council Agenda Paper

Subject: **DRAFT MINUTES OF THE COUNCIL PEOPLE AND CULTURE COMMITTEE MEETING HELD ON 21 MARCH 2022**

Date: 21 March 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE DRAFT MINUTES OF THE COUNCIL PEOPLE AND CULTURE COMMITTEE MEETING HELD ON 21 MARCH 2022



MINUTES

Council People and Culture Committee

Meeting held Monday 21 March at 12.04 pm

Microsoft Teams

| | |
|-----------------------|---|
| PRESENT: | J Smith (Chair), R Campbell (Chancellor), S Wendt, R Blair, D McCormack. |
| SECRETARY: | A Vujnovich, Council Secretary |
| IN ATTENDANCE: | D Salesa (incoming Vice-Chancellor), K McPherson (Deputy Vice-Chancellor Research), W Lawson (Deputy Vice-Chancellor Academic), B Bundy (Group Director, People and Culture), S Shergill (Council Co-ordinator) |
| | For item 4.4: D Shanta (Director, HR Business Partnering) |
| | For items 4.5 and 5.1: K Birch (Director, Talent & Culture) |
| | For item 5.1: S Williams (Director, Employment Relations) |

1 OPENING OF THE MEETING, WELCOME AND APOLOGIES

The Chair opened the meeting with a Karakia.

As this is only the second meeting of this Committee, the Chair clarified the expectations of the Council and this Committee regarding the extent of information expected from the papers submitted by Management. The Chair has communicated these expectations to the Group Director, People and Culture.

THAT APOLOGIES FOR LATENESS FROM R BLAIR BE RECEIVED.

2 MINUTES OF THE PREVIOUS MEETING(S)

2.1 Minutes of the Council People and Culture Committee Meeting held on 15 November 2021

Received

Minutes of the Council People and Culture Committee Meeting held on 15 November 2021

Resolved

THAT THE MINUTES OF THE COUNCIL PEOPLE AND CULTURE COMMITTEE MEETING HELD ON 15 NOVEMBER 2021 BE CONFIRMED AS A TRUE AND CORRECT RECORD.

3 INITIAL ITEMS AND MATTERS ARISING

3.1 Council People and Culture Committee Terms of Reference

Received

Council People and Culture Committee Terms of Reference.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE COUNCIL PEOPLE AND CULTURE COMMITTEE TERMS OF REFERENCE

3.2 Recommendations for Process for the People and Culture Committee

Received

Recommendations for Process for the People and Culture Committee.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE RECOMMENDATIONS FOR PROCESS FOR THE PEOPLE AND CULTURE COMMITTEE

3.3 Table of Actions

Received

Table of Actions

Noted in discussion

- Only the current matters arising need to be included in the agenda papers. Matters from previous meetings should not be included.
- In the future, the Committee is to receive separate papers addressing matters arising and the author of the report should be listed on each report.
- The monthly Health and Safety report is to be received by this Committee and also by Council at each of its meetings.

Email communication

- At the last meeting, the Committee identified the opportunity to have an educational campaign regarding appropriate communication when using email. The Committee expected this campaign commence after this matter was raised. However, at that time other communications from People and Culture were being delivered to staff including, the “Take Care of Yourself”, “Look After Each Other” and “Deliver What Matters” campaigns. Because of these other communications it was decided that the timing was not ideal, and a campaign regarding appropriate communications will be attended to shortly.

Cultural change and cultural awareness

- People & Culture and the Office of Māori Advancement have presented a paper to the Strategic Leadership Team. Further discussions have also taken place with the incoming Vice-Chancellor on next steps. This will continue as a standing item on the agenda for the next meeting of the Committee so progress can be tracked.

Cultural competency education

- The Committee is to receive more information on the number of staff accessing the cultural competency training courses. For example, the number of staff that have signed up compared to the number of eligible staff and the feedback from staff on the courses. This information should be sent to the Committee before its next meeting.
- It was noted that CQ training is only one tool and other strategies could be considered. CQ covers cultural competency broadly, which is important for AUT’s diverse staff population. More time needs to be spent on Māori cultural competency.

Staff

- The Committee raised the question of whether the University is expecting future staff shortages. Shortages have not been experienced at present. AUT is not expecting to increase staffing this year and staff turnover is low
- Research has shown increased turnover in the ICT and human resources market.

OIA Request

- Pay equity in the different female dominated areas is an area of interest and while this is a significant request, AUT is already doing work in this area and can respond.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE TABLE OF ACTIONS

4 BUSINESS

4.1 Health, Safety & Wellbeing - Health, Safety & Wellbeing Management Committee Minutes of the meeting held on 29th November 2021

Received

Health, Safety & Wellbeing - Health, Safety & Wellbeing Management Committee Minutes of the meeting held on 29th November 2021

Noted in discussion

- The Health, Safety & Wellbeing Management Committee meets three times a year and is comprised of Faculty and Division representatives. The frequency of meetings is appropriate, however, will be discussed with the Health, Safety & Wellbeing team.
- There are also meetings of Faculty and Division health and safety committees which may include school representatives, depending, on the Faculty structure. The reports are sent to the Director of Health, Safety & Wellbeing.
- Managers are asked to report health, safety and wellbeing activities using the online portal including near miss incidents. The portal reports are received by the Director of Health, Safety & Wellbeing who is aware of issues across the University.
- The Committee is to receive more information from the Director of Health, Safety & Wellbeing on how the online reporting system works.
- The Chair noted that given the length of time between these meetings Management should consider addressing matters with a time frame inside the meeting time frame and not wait until the next meeting.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE HEALTH, SAFETY & WELLBEING - HEALTH, SAFETY & WELLBEING MANAGEMENT COMMITTEE MINUTES OF THE MEETING HELD ON 29TH NOVEMBER 2021

4.2 Wider University Culture and Values – Independent Review Recommendations Update Report and 2022 Plan

Received

Wider University Culture and Values – Independent Review Recommendations Update Report and 2022 Plan

Noted in discussion

Progress

- People and Culture have taken time to review the progress and the actions that need to be considered.
- The Sexual Harassment policy is in draft and is close to being finalised.
- The training by Shayne Mathieson has commenced and there has been good participation on campus as staff return to work. The Head of EARS has also undertaken training and can facilitate sessions. The Head of EARS is also establishing the Respect in Action network.

Processes at AUT

- The Committee noted that taking into consideration the recent media coverage, it would be useful to review the AUT processes to manage serious complaints. Council wants to ensure that AUT has a safe environment.
- AUT has well-established processes for managing serious issues including Student Services and People and Culture communicating issues and referral of issues to EARS.
- AUT has a Preventing Harassment Policy which will be finalised shortly and education will be provided to the staff of the University.
- There are some action points in the plan that have broad time frames and the Committee would like these reviewed.
- There was also discussion on the recording of annual leave and this was clarified. The recording of leave is an ongoing matter for communication and education of staff and updates will be provided to this committee.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE WIDER UNIVERSITY CULTURE AND VALUES – INDEPENDENT REVIEW RECOMMENDATIONS UPDATE REPORT AND 2022 PLAN

4.3 Attraction, Development and Retention of Academic and Professional Staff

No Report

4.4 Remuneration and Reward

4.4 (a) Remuneration and Reward – Academic Promotions & Progression Report

Received

Remuneration and Reward – Academic Promotions & Progression Report

Noted in discussion

- The data provided was not as in-depth as intended due to the significant resources focused on COVID related work. The Committee is to receive more detail including the data reported by gender, ethnicity and pay gaps identified.
- AUT will be participating in the “Mind the Gap” initiative and the Committee supports this.
- It is important that the Handbook and supporting documents have a diversity and equity focus. Equity, diversity and inclusion have been an area of concern and focus for AUT. The Deputy Vice-Chancellor Academic is to provide an overview to the Committee at its next meeting.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE REMUNERATION AND REWARD – ACADEMIC PROMOTIONS & PROGRESSION REPORT

4.4 (b) Remuneration and Reward – AUT Remuneration Policy and Competitiveness of Salary Scales

Received

Remuneration and Reward – AUT Remuneration Policy and Competitiveness of Salary Scales

Noted in discussion

- It is difficult to compare the University’s academic workforce with external markets. However, there are no current market challenges and staff turnover remains low. AUT usually appoints staff above the market scale.

- The Committee is to receive information on market forces and special responsibilities allowances paid to staff. This is also important when identifying any gender pay gap. AUT has taken a disciplined view for market forces allowances and making sure that they are assigned for a particular role and/or purpose.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE REMUNERATION AND REWARD – AUT REMUNERATION POLICY AND COMPETITIVENESS OF SALARY SCALES REPORT

4.5 Diversity and Inclusion – Early Career Academic (ECA) Programme Report - Eke Tangaroa Programme Update

Received

Diversity and Inclusion - Early Career Academic (ECA) Programme Report - Eke Tangaroa Programme Update

Noted in discussion

- The programme continues to be expanded and developed. AUT has recruited 29 new Māori and Pacific scholars through this programme and many have moved onto successful roles and positions.
- The Kaiurungi works closely with the Eke Tangaroa governance group and other stakeholders. This role is currently held by Associate Professor Georgina Stewart and has made a significant contribution to the programme.
- The Committee is to receive more information on the context and time frames for delivery.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE DIVERSITY AND INCLUSION - EARLY CAREER ACADEMIC (ECA) PROGRAMME REPORT - EKE TANGAROA PROGRAMME UPDATE

5 OTHER BUSINESS

5.1 AUT Initiatives to Support Women in the Workplace

Received

AUT Initiatives to Support Women in the Workplace

Noted in discussion

- This paper provides the Committee with an overview of the activities which support women in the workplace.
- This review of activity is in response to queries regarding the Independent Review recommendations and AUT working to achieve Gender Tick accreditation.
- The Committee is to receive more details including information and a critical analysis on the initiatives. A general overview is not sufficient and more context is required.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE AUT INITIATIVES TO SUPPORT WOMEN IN THE WORKPLACE REPORT

5.2 Cultural Change Transition Group Report

Received

Cultural Change Transition Group Report

Noted in discussion

- The CCTG is receiving support from Shayne Mathieson and the Head of EARS.
- The Committee is to receive the framework mentioned in the report and the research report published by SSHOC.
- The Committee is also to receive more information on what the CCTG is finding challenging or concerning.

Resolved

THAT THE COUNCIL PEOPLE AND CULTURE COMMITTEE RECEIVE THE CULTURAL CHANGE TRANSITION GROUP REPORT

5.3 General Business

- Regarding the possible changes to mandates being announced by the Prime Minister, AUT anticipates that it will return to business as usual from May 2nd 2022. This is the first week following the semester break. Some people are still feeling anxious about returning to work and approximately 600 staff are self-isolating. Plans will need to be in place for when the Government mandates change. The Committee noted that the University needs to be ready for the new normal post COVID.
- The Committee looks forward to receiving the detailed data on trends, especially on equity issues.
- The Chair has requested to hear from the identified authors of each report at future meetings.

6 TERMINATION OF MEETING

The meeting terminated at 1:12 pm

7 NEXT MEETING

Date: 18 July 2022

Time: 12:00 pm – 2.00 pm

Venue: Council Room (WA710), AUT City, Level 7, WA Building, 55 Wellesley Street East.

| Meeting | Matters Arising | Status/Due Date | Who |
|---------------|--|----------------------|---|
| 21 March 2022 | Table of Actions <ul style="list-style-type: none"> Only the current matters arising need to be included in the agenda papers. Matters from previous meetings should not be included. | Open – 18 July 2022 | Council Secretary |
| | Table of Actions <ul style="list-style-type: none"> In the future, the Committee is to receive separate papers addressing the matters arising and the author of the report should be listed on each report. | Open – 18 July 2022 | Group Director, People and Culture |
| | Table of Actions <ul style="list-style-type: none"> The monthly health and safety report is to be received by this Committee and also by Council at each of its meetings. | Open – 18 July 2022 | Director, Health, Safety & Wellbeing |
| | Table of Actions <i>Cultural change and cultural awareness</i> <ul style="list-style-type: none"> People & Culture and the Office of Māori Advancement have presented a paper to the Strategic Leadership Team. Further discussions have also taken place with the incoming Vice-Chancellor on next steps. This will continue as a standing item on the agenda for the next meeting of the Committee so progress can be tracked. | Open – 18 July 2022 | Group Director, People and Culture Office of Māori Advancement |
| | Table of Actions <i>Cultural competency education</i> <ul style="list-style-type: none"> The Committee to receive more information on the number of staff accessing the cultural competency training courses. For example, the number of staff that have signed up compared to the number of eligible staff and the feedback from staff on the courses. This information should be sent to the Committee before its next meeting. It was noted that CQ training is just one tool and other strategies could be considered. CQ covers cultural competency broadly, which is important for AUT's diverse staff population. More time needs to be spent on Māori cultural competency. | Open – 26 April 2022 | Group Director, People and Culture |
| | Health, Safety & Wellbeing - Health, Safety & Wellbeing Management Committee Minutes of the meeting held on 29th November 2021 <ul style="list-style-type: none"> The Committee is to receive more information from the Director of Health, Safety & Wellbeing on how the online reporting system works. | Open – 18 July 2022 | Director Health, Safety & Wellbeing |
| | Wider University Culture and Values – Independent Review Recommendations Update Report and 2022 Plan <ul style="list-style-type: none"> There are some action points in the plan that have broad time frames and the Committee would like these reviewed. | Open – 18 July 2022 | Group Director, People and Culture |

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|--|--|---------------------|------------------------------------|
| | <ul style="list-style-type: none"> There was also discussion on the recording of annual leave and this was clarified. The recording of leave is an ongoing matter for communication and education of staff and updates will be provided to this committee. | | |
| | Remuneration and Reward – Academic Promotions & Progression Report <ul style="list-style-type: none"> The data provided was not as in-depth as intended due to the significant resources focused on COVID related work. The Committee is to receive more detail including the data reported by gender, ethnicity and pay gaps identified. | Open – 18 July 2022 | Group Director, People and Culture |
| | Remuneration and Reward – Academic Promotions & Progression Report <ul style="list-style-type: none"> It is important that the Handbook and supporting documents have a diversity and equity focus. Equity, diversity and inclusion have been an area of concern and focus for AUT. The Deputy Vice-Chancellor Academic is to provide an overview to the Committee at its next meeting. | Open – 18 July 2022 | Deputy Vice-Chancellor Academic |
| | Remuneration and Reward – AUT Remuneration Policy and Competitiveness of Salary Scales <ul style="list-style-type: none"> The Committee is to receive information on market forces and special responsibilities allowances paid to staff. This is also important when identifying any gender pay gap. AUT has taken a disciplined view for market forces allowances and making sure that they are assigned for a particular role and/or purpose. | Open – 18 July 2022 | Group Director, People and Culture |
| | Diversity and Inclusion –Eke Tangaroa Programme Update <ul style="list-style-type: none"> The Committee is to receive more information on the context and time frames for delivery. | Open – 18 July 2022 | Group Director, People and Culture |
| | AUT Initiatives to Support Women in the Workplace <ul style="list-style-type: none"> The Committee is to receive more details including information and a critical analysis on the initiatives. A general overview is not sufficient and more context is required. | Open – 18 July 2022 | Group Director, People and Culture |
| | Cultural Change Transition Group Report <ul style="list-style-type: none"> The Committee is to receive the framework mentioned in the report and the research report published by SSHOC. | Open – 1 April 2022 | Group Director, People and Culture |
| | Cultural Change Transition Group Report <ul style="list-style-type: none"> The Committee is also to receive more information on what the CCTG is finding challenging or concerning. | Open – 18 July 2022 | Group Director, People and Culture |

| | | | |
|--|--|---------------------|---|
| | | | |
| | General Business <ul style="list-style-type: none"> The Chair has requested to hear from the identified authors of each report at future meetings. | Open – 18 July 2022 | Group Director, People and Culture Council Secretary |

| | |
|-------------------------|----------|
| Part A | 8 |
| OPEN AGENDA ITEM | |

Council Agenda Paper

Subject: **HEALTH, SAFETY & WELLBEING REPORT**

Date: 18 March 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE HEALTH, SAFETY AND WELLBEING REPORT FOR FEBRUARY 2022

Monthly Health, Safety & Wellbeing Report February 2022

Highlights

2022 HSW Plan

The Council has approved key HSW projects for 2022. The projects are part of the five-year HSW plan, summarised in the [Health, Safety & Wellbeing at AUT – Our Journey – 2019 to 2024](#) document. This document outlines work done to date and the direction for the HSW University in the forthcoming years ahead. A high-level project plan is included in this report from this month.

New Employee Assistance Program Provider

We are excited to announce AUT's new EAP provider, EAP Services. This month, they will begin providing services, taking overall new support cases from Benestar. EAP Services can be contacted by calling 0800 327 669 or request an appointment using their [online form](#). Existing Benestar users will continue to use their services in their usual way until their support case is closed.

Recognition from Audit Findings - DVC Academic – Library

During this month's audit of the Emergency Preparedness protocol and procedure, the DVC Academic – Library has shown great understanding of the requirements and has stepped beyond the scope of the protocol and procedure requirements, leading to a best practice observation. It is the second time this area has been recognised for their initiative and commitment to HSW. Well done to all involved.

HSW Navigator Training is now available

Comprehensive HSW guidance for managers is now available via our new HSW Navigator workshop. The workshop is available each month through to November and can be booked via the [Exploring your Potential catalogue](#) or the [HSW Training pages](#) on AUTi.

Travel Risk Assessment template

We have created the [Travel Risk Assessment Template](#) for use when staff or students travel for AUT activities, e.g. work, research, or field trips. For more information, visit the [Travel page](#) on AUTi.

HSW Induction

Helping new staff understand individual and collective health and safety responsibilities in their new role can be complex. To help guide these conversations, the HSW Team have created a useful PowerPoint, which can be found on the [HSW Training page](#).

Risks

Significant Incident – UPS failure

Last month we issued an [HSW Alert](#) for this event. The alert highlighted critical actions that faculties and directorates needed to take to help the University understand if the initial finding from the event were more widespread, presenting a broader risk to the community. At the time of publishing this report, all but one area had responded. This has been escalated to the respective SLT member for action.

Update of Urgent Action – Review of Risk Assessments from 2021

As highlighted last month, the Urgent Action – Review of Risk Assessments issued last April required faculties and directorates to develop a plan to transition old and outdated HIRAC and [risk control documentation](#) over to the new [AUT safety management system](#) standards and templates. The University is around 90% complete with the activity. However, one faculty member has yet to update on this action and show progress with its closeout. This has also been escalated to the respective SLT member for action.

Monthly Health, Safety & Wellbeing Report February 2022

Exceptions Report

Note: These actions have been escalated to the relevant Senior Leadership Team member for action

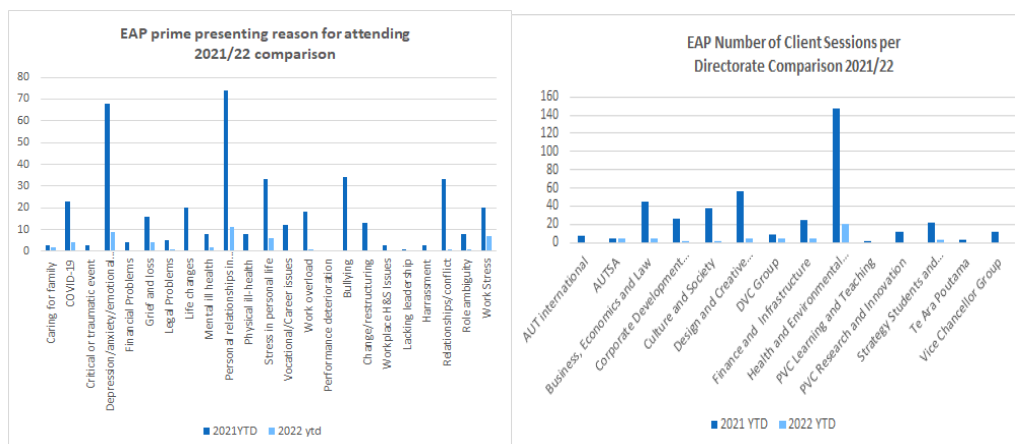
| Key Issues | Action | Council Agreed/ Action Owner | Agreed date for completion | Comments for agreed or not agreed status |
|--|--|---------------------------------|----------------------------|--|
| Update of Urgent Action – Review of Risk Assessments | Remaining Facilities and Directorates need to provide an update plan to transition to the new AUT standards | NA | 31/08/2021 | Outstanding actions related to DCT – escalated to SLT Member |
| Actions from HSW Alert - UPS Incident | Remove any in-house built or in-house assembled asset, plant and equipment from service until the HSW team and Estates have verified it is fit for purpose and adequately maintained | Asset Owners/ Managers | 31/01/2022 | Outstanding actions related to DCT, where the issue originated – escalated to SLT Member |
| | Review asset plant and equipment registers (which should include lithium-based power sources) for accuracy; update if necessary | Asset Owners/ Managers | 31/01/2022 | |
| | Review all associated asset, plant and equipment risk assessments, formal maintenance programs and any relevant certification for all to make sure it is accurate and up to date | Asset Owners/ Managers | 31/01/2022 | |
| | Highlight any assets and equipment that have been removed from service and send a copy of the register to hsw@aut.ac.nz | Asset Owners/ Managers | 31/01/2022 | |

Monthly Health, Safety & Wellbeing Report February 2022

| Key Issues | Action | Council Agreed/ Action Owner | Date for completion | Comments for agreed or not agreed status |
|---------------------------------------|---|---------------------------------|---------------------|--|
| Actions from HSW Alert - UPS Incident | Items without a risk assessment, formal maintenance program or relevant up to date certification must be removed from service immediately and isolated to prevent further use | Asset Owners/ Managers | 31/01/2022 | See above |

Health, Safety & Wellbeing Indicators

Wellbeing



Design and Creative Technology shows the highest number of client sessions (6 Sessions), followed closely by Health & Environmental Sciences (HES) (5 sessions).

Chnnl Reporting

53% of staff using the app showed good levels of wellbeing, a decrease of 5% since the last report. Feeling lonely and isolated was the most significant detractor to wellbeing. Check-ins this month reduced to 145 from 307. In the coming months we are going to re-engage the pilot schools and launch chnnl in departments and schools where there's a need or interest.

Below is a snapshot from their reporting for February

Monthly Health, Safety & Wellbeing Report February 2022

SNAPSHOT

Your wellbeing in numbers

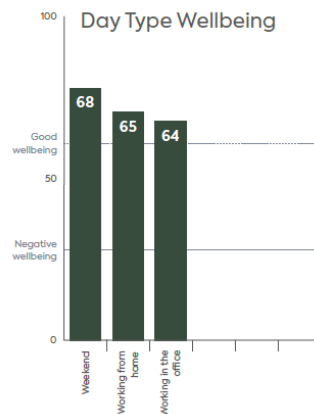
145

check-ins completed by 17 people



9

check-ins
on average per user



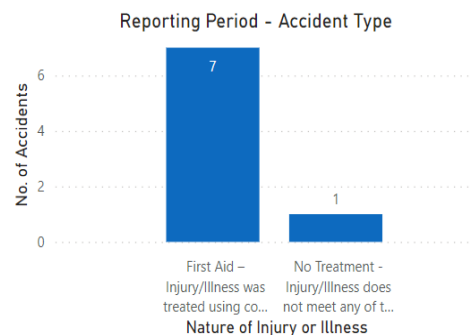
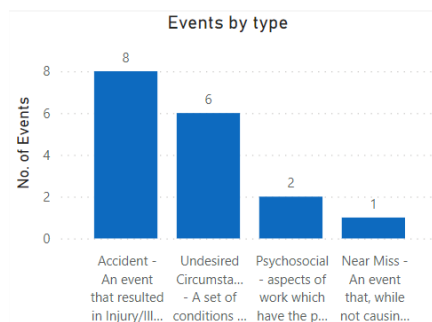
Wellbeing Score –anything over 60 is positive; anything below 28 is negative.

This period's overall well-being score was 65, 1% higher than last month. However, professional staff continue to have higher average wellbeing scores (83), compared to Academic Staff (54), Chnnl has recently updated their app to include an individual well-being score based on the World Health Organisation 5 Check-in questions. This well-being score will help users understand their well-being and how to contribute to its improvement.

A key focus for 2022 is engaging people to use the Chnnl app, which includes People Leader training and utilising new app features and in-app communications.

Health & Safety

Seventeen events were recorded overall for February, an increase of five from January. Eight of these were categorised as accidents (an event that resulted in injury/ill-health), compared to three in January.



Monthly Health, Safety & Wellbeing Report February 2022

Of the eight accidents, seven were classified as requiring first aid treatment, and one did not require treatment. Three accidents requiring first aid treatment relate to lacerations/cuts and bruising/superficial injuries. The remaining two first aid events relate to a minor burn and a personal feeling light-headed/dizzy due to an unknown cause.

Two events reported were categorised as psychosocial (aspects of work that can cause psychological or physical harm), compared to only one in January. One of these events relates to verbal abuse of staff from a member of the public (parent of a student) who has taken exception at the COVID vaccination mandate for tertiary institutes operating at red status. The other event relates to poor or no air conditioning stress, affecting fatigue, performance, and overall well-being. Estates have investigated and resolved this issue.

Only one event categorised as near-miss was reported in February compared to zero in January. This event related to a door falling from its hinges whilst being removed.

Six undesired circumstances were proactively reported in the period, all mainly building-related issues

Year on year HSW incident / accident / event comparison

There has been a slight decline in the number of events reported in 2022 compared to the same period in 2021. The number of reported events in 2022 is seventeen compared to twenty-two in 2021, a decrease of five. These results are due to the continuous Covid-19 restrictions and working from home arrangements.

Faculty/directorate specific event information is available in the [Health, Safety and Wellbeing events dashboard](#).

Accident Investigations and Severity

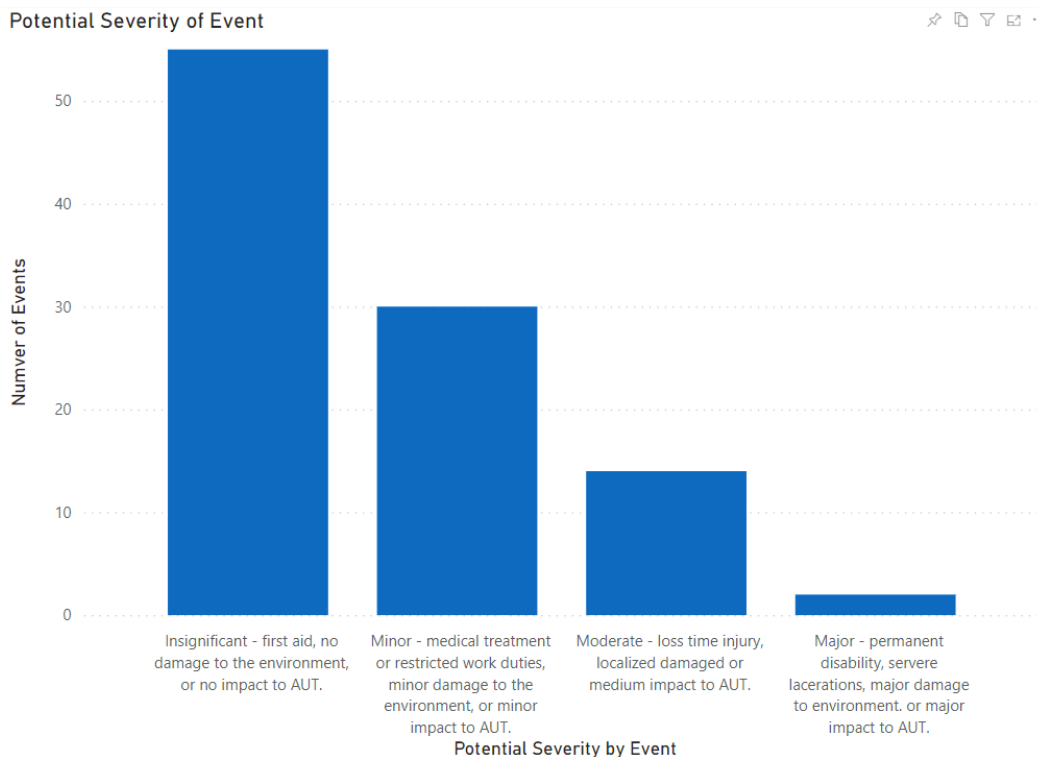
From January 2021 to February 2022, 212 events (accidents, incidents, near misses, fires) were reported, all of which required a local investigation by a Line Manager or event reporter for the event to be closed out. The one-up Line Manager of the event reporter is automatically notified of the event via email, which contains a link to the investigation form.

| Faculty/Directorate | Events Reported | Investigations Received | Investigations Outstanding |
|---------------------------------|-----------------|-------------------------|----------------------------|
| International | 2 | 0 | 2 |
| Business, Economics & Law | 5 | 5 | 0 |
| Corporate Development & Support | 11 | 9 | 2 |
| Culture & Society | 16 | 10 | 5 |
| Deputy Vice-Chancellors Group | 3 | 3 | 0 |
| Design & Creative Technologies | 29 | 16 | 14 |
| Finance & Infrastructure | 34 | 22 | 12 |
| Health & Environmental Sciences | 90 | 66 | 24 |
| PVC Learning & Teaching | 1 | 0 | 1 |
| PVC South | 1 | 1 | 0 |
| Strategy, Students & Marketing | 12 | 8 | 4 |
| Te Ara Poutama | 1 | 0 | 1 |
| Vice-Chancellors Group | 1 | 1 | 0 |
| Total | 206 | 141 | 65 |

Note: The HSW team can provide further details on events and outstanding investigations where required.

Monthly Health, Safety & Wellbeing Report February 2022

Of the reports submitted, the potential severity of the events is categorised below:



Note: This data is related to all events that have been investigated, including undesired circumstances. A total of 102 investigations have been received.

All outstanding reports relate to lower-risk events that the faculty or directorate should investigate. More severe events are investigated in conjunction with the HSW Team or with the HSW Team leading.

HSW KPIs and Status Table

In general, the monthly HSW KPIs run from February until November. Throughout 2022 the COVID protection framework will govern the use of the monthly focussed inspections and whether the majority of staff are on-campus. There was no focussed inspection in February.

In support of preparations for our community returning to campus, the monthly focussed inspection for March covers [workplace COVID measures](#). We encourage SLT members and People Leaders to use the KPI tools as a guide to engaging your teams with Health, Safety and Wellbeing throughout 2022 and logging that HSW -led conversations are taking place. Due Diligence Walkabouts have been renamed Korero, and this new terminology will be used in future KPI Status Tables.

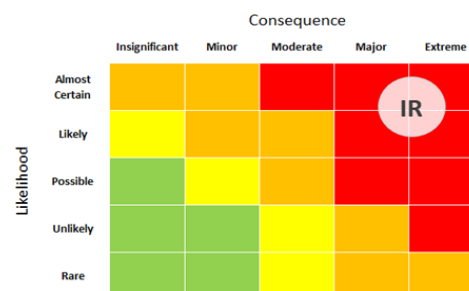
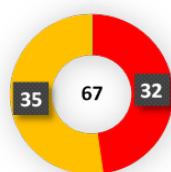
Monthly Health, Safety & Wellbeing Report February 2022

| Faculty/ Directorate | KPI Status Table - February to November 2022 | | | | | | | | | | | |
|--------------------------------------|--|--------------|-------------|----------|------------------------|--------------|-------------|----------|---------------------|--------------|-------------|----------|
| | Korero/ Engagement | | | | Undesired Circumstance | | | | Monthly Inspections | | | |
| | Target | Report Month | Prev. Month | YTD | Target | Report Month | Prev. Month | YTD | Target | Report Month | Prev. Month | YTD |
| AUT International | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 |
| Brand & Marketing | 5 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 2 | 0 | 0 | 0 |
| Business, Economics & Law | 8 | 0 | 0 | 0 | 8 | 3 | 0 | 3 | 4 | 0 | 0 | 0 |
| Culture & Society | 6 | 0 | 0 | 0 | 6 | 0 | 0 | 0 | 3 | 0 | 0 | 0 |
| Design & Creative Technologies | 6 | 0 | 0 | 0 | 6 | 0 | 0 | 0 | 3 | 0 | 0 | 0 |
| DVC Academic | 3 | 0 | 0 | 0 | 3 | 0 | 0 | 0 | 3 | 0 | 0 | 0 |
| Finance & Infrastructure - Estates | 5 | 6 | 0 | 6 | 5 | 1 | 0 | 1 | 3 | 0 | 0 | 0 |
| Finance & Infrastructure - Finance | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Finance & Infrastructure - ICT | 5 | 0 | 0 | 0 | 5 | 0 | 0 | 0 | 3 | 0 | 0 | 0 |
| General Counsel & Governance | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Graduate Research School | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Health & Environmental Services | 9 | 0 | 0 | 0 | 9 | 0 | 0 | 0 | 5 | 0 | 0 | 0 |
| Learning & Teaching /Student Success | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 |
| Library | 1 | 0 | 0 | 0 | 1 | 1 | 0 | 1 | 1 | 0 | 0 | 0 |
| Office of Maori Advancement | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| People & Culture | 8 | 13 | 0 | 0 | 8 | 1 | 0 | 1 | 2 | 0 | 0 | 0 |
| Research & Innovation | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| South and Pacific Advancement | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 | 2 | 0 | 0 | 0 |
| Strategy & Planning | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Student Services & Administration | 12 | 0 | 0 | 0 | 12 | 0 | 0 | 0 | 5 | 0 | 0 | 0 |
| Te Ara Poutama | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Vice Chancellors Group | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Total | 82 | 19 | 0 | 6 | 82 | 6 | 0 | 6 | 48 | 0 | 0 | 0 |

Risk Profile

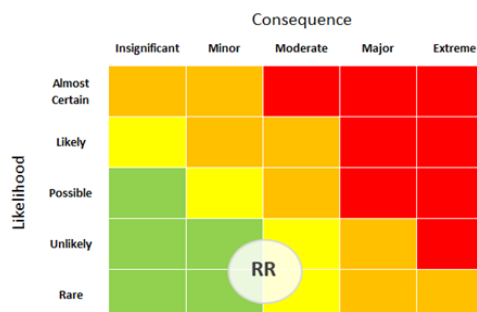
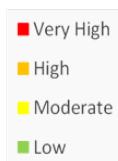
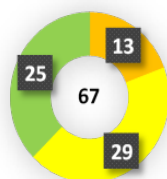
Risks are categorised from low to very high, depending on the nature of exposure and harm sustained if they were not controlled. This is known as our inherent risk profile.

Inherent Risk



Control measures reduce the likelihood and consequence of injury and incident, which lowers the risk categorisation to an acceptable or tolerable level, giving us a (post control) residual risk score.

Residual Risk



Monthly Health, Safety & Wellbeing Report February 2022

Outstanding Action Trends

The following data has been added to the report in line with an observation identified in the PWC audit. Data does not include outstanding event reports

| Faculty/ Directorate | Head count | Trend | No. of Actions | Action Origin | RBD* | Comments |
|--------------------------------|---------------|--------------------------|-------------------|-----------------------|----------|--|
| DVC Group | 102 | Fatigue | 3 | Audit | Jun 2021 | DVC following up actions |
| | | Roles & Responsibilities | 3 | Audit | Jul 2021 | |
| Design & Creative Technologies | 789 | Risk Management | 11 | Notifiable Event | Oct 2020 | No updated provided |
| | | Risk Management | 7 | Audit | May 2021 | |
| | | Risk Management | 2 | Urgent Action | May 2021 | |
| | | Falls Prevention | 4 | Audit | Oct 2021 | |
| | | Risk Management | 5 | Significant Near Miss | Feb 2022 | |
| Finance & Infrastructure | 329 | Hazardous Substances | 5 | Audit | Apr 2021 | No updated provided |
| | | Falls Prevention | 4 | Audit | Oct 2021 | |
| HES | 1233 | Hazardous Substances | 1 | Audit | Apr 2021 | HES enquiring on waste requirements |
| PVC South & OPA | 244 | NA | 0 | 0 | NA | No staff provided for either audit at time |
| Strategy, Students & Marketing | 443 | Roles & Responsibilities | 3 | Audit | Jul 2021 | No updated provided |
| | | Roles & Responsibilities | 3 | Audit | Jul 2021 | |
| Vice-Chancellors Group | 19 | Risk Management | 4 | Audit | May 2021 | No updated provided |

Monthly Health, Safety & Wellbeing Report February 2022

HS&W Team Activity

Update on key projects

Wellbeing

Synergy Health Platform

We are currently in the process of configuring Synergy Health's wellbeing platform for an introduction to the AUT community in May. The platform allows you to participate in challenges, set your own wellness goals, keep track of your results, and access unique content to help improve your health and well-being. In the coming month, we will be running a name this platform competition and will be launching our first challenge in June

Chnnl App

We will be relaunching the Chnnl app in March, with a focus on helping to improve our overall engagement with it. The Chnnl app will help us with better anonymous reporting, statistics, and key focuses for 2022.

Health & Safety Management System – Update

During December and January, the following Safe Operating Procedures were developed:

- Manual Bending Roll
- Metal Lathe
- Metal Cutting Guillotine
- Milling Machine
- Oven
- Power Blower - Petrol Operated
- Plasma Cutter
- Pan Brake
- Router Table

Health & Safety Management System – Audit

February's audit focused on the application of the Emergency Preparedness protocol and procedure within the following areas. However, we received no response from Brand and Marketing, meaning they did not receive an audit. Also, one participant from Culture and Society was not forthcoming with their answers; therefore, the audit was stopped. The respective SLT member has been informed of this

| Faculty/ Directorate | Number of staff (ServiceNow) | Number of Auditees |
|---|------------------------------|--------------------|
| Culture and Society | 468 | 5 |
| DVC Academic - Libraries | 77 | 1 |
| Finance and Infrastructure – Financial Services | 27 | 2 |
| Brand and Marketing | 74 | 0 |

The main findings were inconsistencies with the level of understanding of the requirements in the areas assessed.

Opportunities for improvement include:

- Ensuring all managers, supervisors, and staff are aware that there is an [Emergency Preparedness protocol and procedure](#) and know where to access it
- Managers checking that fire warden and first aid certifications are up to date

Monthly Health, Safety & Wellbeing Report February 2022


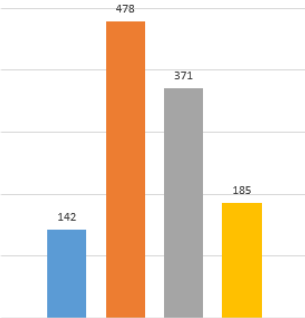
- Ensure all staff are aware of their emergency exits and meeting points
- Managers checking whether any staff require a [Personal Emergency Evacuation Plan](#) (PEEP) and, if needed, putting one in place

Health, Safety & Wellbeing Training

Due to Covid 19 disruption, the updated HSW segment within New Leaders@AUT will now be held online, with the first session currently planned for 6th April.

Work has begun on the Psychological Safety Master Plan (working title). A macro-level framework is in development for presentation to members of the Steering Group.

2022 HSW Project Plan

| HSW Strategic Project Plan 2022 | | | | | | | | | |
|--|--|------------|------------|----------|------------------|--------------------|-----------------------|--------|--|
| Id | Task Name | Owner | Start Date | End Date | Actual %age Comp | Forecast %age Comp | Duration (Days Spent) | Status | Milestones and Key Dates |
| 1 Digital Health, Safety & Wellbeing Solution | | | | | | | | | |
| a | ECI | Werner | 15-Dec | 18-Dec | 100 | 0 | 3 | ● | 1 Capex & Business Case (1c) 18/02/2022 Submitted |
| b | RFP | Werner | 17-Jan | 21-Jan | 100 | 100 | 4 | ● | 2 Macro level design concept (2c) 13/03/2022 Framework |
| c | Capex & Business Case | Werner | 24-Jan | 18-Feb | 100 | 100 | 25 | ● | 3 Chnrl relaunch plan and Goals (3d) 3/03/2022 Launch |
| d | Stakeholder Engagement | Werner | 1-Apr | 18-Apr | 100 | 0 | 17 | ● | 4 Communicate programmes (4d) 21/04/2022 Comms |
| e | Project Scoping | Werner | 15-Apr | 18-Apr | 59 | 0 | 3 | ● | |
| f | Initial Data Capturing | Werner | 2-May | 4-May | 50 | 0 | 2 | ● | |
| g | System Implementation - Database Creation | Werner | 23-May | 27-May | 61 | 0 | 4 | ● | |
| h | System Implementation - Configuration/Settings | Werner | 13-Jun | 18-Jun | 0 | 0 | 5 | ● | |
| i | Breakout Training System | Werner | 4-Jul | 19-Jul | 12 | 0 | 15 | ● | |
| j | System Implementation - Final Configuration | Werner | 18-Jul | 3-Aug | 13 | 0 | 16 | ● | |
| k | Integration | Werner | 25-Jul | 10-Aug | 0 | 0 | 16 | ● | |
| l | Training | Werner | 1-Aug | 17-Aug | 0 | 0 | 16 | ● | |
| m | System Operational | Werner | 22-Aug | 7-Sep | 0 | 0 | 16 | ● | |
| Task Meter | | | | | | | | | |
|  ● On Track ● Concern ● Delayed | | | | | | | | | |
| 2 Psychological Safety (PS) | | | | | | | | | |
| a | Discovery planning complete | Shona | 1-Feb | 8-Mar | 80 | 63 | 35 | ● | |
| b | Participants of the Steering Group determined | Shona | 1-Feb | 8-Mar | 75 | 63 | 35 | ● | |
| c | Macro level design concept complete | Shona | 1-Feb | 1-Apr | 50 | 41 | 59 | ● | |
| d | Programme goals established | Shona | 8-Mar | 29-Apr | 0 | 0 | 52 | ● | |
| e | Programme components agreed | Shona | 8-Mar | 29-Apr | 0 | 0 | 52 | ● | |
| f | Third-party SME and inhouse delivery determined | Shona | 8-Mar | 29-Apr | 0 | 0 | 52 | ● | |
| g | Content created for stand-alone workshop | Shona | 2-May | 1-Jun | 0 | 0 | 30 | ● | |
| h | Content revised for existing workshops | Shona | 2-Jun | 22-Jun | 0 | 0 | 20 | ● | |
| i | Piloting of content | Shona | 25-Jun | 30-Jun | 0 | 0 | 5 | ● | |
| j | Communication of workshops/initial surveys to audience | Shona | 2-Jul | 20-Jul | 0 | 0 | 18 | ● | |
| k | Initial workshops held | Shona | 23-Jul | 29-Jul | 0 | 0 | 6 | ● | |
| l | Post-workshop surveying completed | Shona | 1-Aug | 8-Aug | 0 | 0 | 7 | ● | |
| Resource Work Load (days) | | | | | | | | | |
|  ■ Werner ■ Elizabeth ■ Shona ■ Rob & Dave | | | | | | | | | |
| 3 Wellbeing Framework | | | | | | | | | |
| a | ECI EAP | Elizabeth | 20-Aug | 5-Sep | 100 | 0 | 16 | ● | |
| b | RFP EAP | Elizabeth | 8-Nov | 24-Nov | 100 | 0 | 16 | ● | |
| c | Implementation/communication of new EAP provider | Elizabeth | 1-Mar | 31-Mar | 20 | 13 | 30 | ● | |
| d | Chnrl relaunch plan and Goals | Elizabeth | 17-Feb | 23-Mar | 50 | 35 | 34 | ● | |
| e | Head of School + SLT Chnrl meeting | Elizabeth | 14-Mar | 13-Apr | 0 | 0 | 30 | ● | |
| f | Chnrl people leaders training | Elizabeth | 14-Apr | 13-Jun | 0 | 0 | 60 | ● | |
| g | Synergy Health configuration | Elizabeth | 15-Jan | 27-Mar | 60 | 49 | 71 | ● | |
| h | Determine success criteria for Synergy Health platform | Elizabeth | 2-Feb | 14-Mar | 80 | 58 | 40 | ● | |
| i | Creation of wellbeing thinktank | Elizabeth | 14-Feb | 11-Mar | 60 | 60 | 25 | ● | |
| j | Communication about platform | Elizabeth | 7-Feb | 14-Apr | 50 | 30 | 66 | ● | |
| k | Development of wellbeing challenges | Elizabeth | 14-Feb | 15-May | 20 | 17 | 90 | ● | |
| 4 Health and Surveillance Matrix | | | | | | | | | |
| a | Groundwork development | Rob & Dave | 18-Oct | 17-Nov | 100 | 100 | 30 | ● | |
| b | Establish health surveillance requirements | Rob & Dave | 26-Oct | 25-Nov | 100 | 100 | 30 | ● | |
| c | Health surveillance requirements agreed | Rob & Dave | 28-Oct | 27-Nov | 100 | 100 | 30 | ● | |
| d | Communicate available programmes | Rob & Dave | 1-Apr | 21-Apr | 0 | 0 | 20 | ● | |
| e | Health provider programme reviews | Rob & Dave | 28-Oct | 27-Nov | 100 | 100 | 30 | ● | |
| f | ECI | Rob & Dave | 21-Jan | 26-Jan | 100 | 100 | 5 | ● | |
| g | Health surveillance package added to EAP | Rob & Dave | 26-Jan | 7-Mar | 100 | 70 | 40 | ● | |

Monthly Health, Safety & Wellbeing Report February 2022

COVID Response

COVID Kits

In the early part of the pandemic, the HSW team introduced COVID kits for faculties and directorates to order via the Emergency Management Team. These kits contain a stock of surgical or N95 masks, surgical gloves and sanitising wipes. The recent introduction of an [online COVID kit ordering form](#) has seen more than fifty-five kits being requested from across the organisation in February to help with preparing areas for returning staff and students.

COVID Vaccinations & Boosters

During February, six COVID vaccination days were held across our three main, allowing greater access for our community. The vaccination days are open to all staff, students, AUT contractors and University of Auckland staff and students. Planned vaccination days will continue to be shared in the People Leaders Update, AUTi and AUT Korero.

Rapid Antigen Tests (RATs)

We have secured a stock of RATs to help maintain the surveillance testing requirement that we put in place to protect our critical works and services, such as Student Accommodation, Estates Building Maintenance and our Security team. These areas have also been approved by MBIE as critical services, meaning their staff classed as household contacts can still come to work, providing they provide daily negative COVID tests and are not symptomatic.

Areas of focus for the month ahead

| Area | Action |
|--|--|
| HSW Audits | View the Emergency Preparedness protocol and procedure and make sure your people are aware of any additional duties they may have for your area of responsibility. |
| Wellbeing | Make your staff aware of the editable Personal Wellbeing Checklist , which aims to help manage and improve their health and wellbeing during this pandemic. |
| Undesired Circumstances/ Monthly KPI's | Remind your teams of the need to complete their monthly KPI actions from February onwards where applicable. These actions help to keep our campuses safe by reducing accidents. |
| Safety Management System | Make your people aware of new documents. Ask them to share that information with their teams and to familiarise themselves with any relevant content. Use your HSW action group or committee to provide feedback on content. |
| HSW Training | Visit the new ‘Your Health, Safety & Wellbeing Training’ page on Tuia to learn more about the new training available to you and your teams and how to book sessions. |

----- End of Report -----



PART A
OPEN AGENDA
ITEM

13.1

Council Agenda Paper

Subject: **UPDATE FROM AUTSA**

Date: 28 March 2022

RECOMMENDATION:

THAT COUNCIL RECEIVE THE VERBAL UPDATE FROM THE PRESIDENT OF AUTSA



| | |
|-------------------------------|-------------|
| PART A | 13.2 |
| CLOSED AGENDA ITEM | |

Council Agenda Paper

Subject: **AUTEC Annual Report 2021**

Date: 14 March 2022

RECOMMENDATION:

THAT COUNCIL APPROVE THE ANNUAL REPORT FROM AUCKLAND UNIVERSITY OF TECHNOLOGY ETHICS COMMITTEE (AUTEC) FOR 2021

Background

This is the Annual Report for Council and for the Health Research Council Ethics Committee for 2021. The report was approved by AUTEC at its meeting of 13 March 2022.

The report is in supplementary papers.