

# People and Culture Committee (Part 1)

Committee Room North, First Floor, Clocktower Building and via Zoom



06 September 2024 08:30 AM - 10:00 AM

<b>Agenda Topic</b>	<b>Presenter</b>	<b>Page</b>
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Part 1 - Open Committee		
1. <a href="#">Minutes</a>	Confirmation	2
To confirm the Minutes of a meeting of the People and Culture Committee held on 14 June 2024.		
2. <a href="#">Exclusion of the Public</a>	Decision	4
To approve a motion, under Section 48 of the Local Government Official Information and Meetings Act 1987, that the public be excluded from the remaining parts of the proceedings of the meeting.		
3. <a href="#">Next Meeting</a>		
The People and Culture Committee is scheduled to meet next on the 29 November 2024.		



PEOPLE AND CULTURE COMMITTEE

**Minutes of a Meeting of the People and Culture Committee**

14 June 2024

- Present** Pro-Chancellor (Convener), Mr B J Boyle (by videoconference) and Mr M A Wong
- Apologies** Chancellor
- In attendance** Ms C King (Senior Manager Change Management Unit) (on behalf of Director, Human Resources), Ms D Lindsay (Head of Organisational Development), Ms A McMillan (Director of Health, Safety and Wellbeing), the Registrar and Secretary to the Council and Deputy Secretary to the Council.

**Part 1: Open Committee**

**1. Minutes**

The Part 1 Minutes of the meeting of People and Culture Committee held on 8 March 2024 were confirmed.

**2. Exclusion of the Public**

The Committee

**APPROVED** a motion under Section 48 of the Local Government Official Information and Meetings Act 1987, that the public be excluded from the remaining parts of the proceedings of the meeting as appended to these minutes.

**2. Exclusion of the Public**

The Convener moved that the public be excluded from the whole of the proceeding of this meeting/the following parts of the proceedings of this meeting, namely, —

- Item 3 Part 2 of the Minutes of the Meeting of the People and Culture Committee held on 8 March 2024
- Item 4 People and Culture Work Plan 2024 and Action Follow-Up Register
- Item 5 Human Resources Division Report
- Item 6 Committee Business Only

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: -

<b>General Subject</b>	<b>Reason for passing this resolution</b>	<b>Ground under Section 48(1)(a) for the passing of this resolution</b>
Items 3 - 6 Confidential Minutes and Reports	Good reason for withholding information under the Official Information Act	Section 48(1)(a)(ii)

This resolution is made in reliance on Section 48(1)(a)(ii) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6,7 and/or 9 of the Official Information Act 1982 (except section 9(2)(g)(i)) as the case may require. The interests which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Item 3	Pt 2 of the Minutes of the meeting of the University Council held on 8 March 2024	s9(2)(a), (i), and (k)
Item 4	People and Culture Work Plan and Action Follow Up Register	s9(2)(a), (i), and (k)
Item 5	Human Resources Division Report	s9(2)(a), (i), and (k)
Item 6	Committee Business Only	s9(2)(a), (i), (j) and (k)

AND THAT Ms C King, Ms A McMillan and for the item on the staff survey Ms D Lindsay be permitted to remain at this meeting after the public has been excluded because of their knowledge of the matters to be discussed. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because it relates to aspects of the administration of the University of Otago for which these people are responsible. The Registrar and Secretary to the Council and the Deputy Secretary to the Council are also permitted to remain at the meeting so as to provide secretarial support and advice.

## 2. Exclusion of the Public

The Convener moves that the public be excluded from the whole of the proceeding of this meeting/the following parts of the proceedings of this meeting, namely, —

Item 3	Part 2 of the Minutes of the Meeting of the People and Culture Committee held on 14 June 2024
Item 4	People and Culture Work Plan 2024 and Action Follow-Up Register
Item 5	Strategic Risk Report
Item 6	Human Resources Division Report
Item 7	Committee Business Only

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows: -

<b>General Subject</b>	<b>Reason for passing this resolution</b>	<b>Ground under Section 48(1)(a) for the passing of this resolution</b>
Items 3 - 7 Confidential Minutes and Reports	Good reason for withholding information under the Official Information Act	Section 48(1)(a)(ii)

This resolution is made in reliance on Section 48(1)(a)(ii) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6,7 and/or 9 of the Official Information Act 1982 (except section 9(2)(g)(i)) as the case may require. The interests which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

Item 3	Pt 2 of the Minutes of the meeting of the University Council held on 8 March 2024	s9(2)(a), (i), and (k)
Item 4	People and Culture Work Plan and Action Follow Up Register	s9(2)(a), (i), and (k)
Item 5	Strategic Risk Report	s9(2)(a), (i), and (k)
Item 6	Human Resources Division Report	s9(2)(a), (i), and (k)
Item 7	Committee Business Only	s9(2)(a), (i), (j) and (k)

AND THAT Mr K Seales (Items 3 – 6) and for the item on Wellbeing Ms A McMillan be permitted to remain at this meeting after the public has been excluded because of their knowledge of the matters to be discussed. This knowledge, which will be of assistance in relation to the matters to be discussed, is relevant to those matters because it relates to aspects of the administration of the University of Otago for which these people are responsible. The Registrar and Secretary to the Council and Manager Copyright and Open Access (acting on behalf of the Deputy Secretary to the Council) are also permitted to remain at the meeting so as to provide secretarial support and advice.