UCOL
Te Pae Mātauranga ki te Ao
Universal College of Learning

UCOL COUNCIL MEETING

MONDAY, 10th AUGUST 2026 AT 10.00AM

Meeting to be held on the Whanganui Campus

Meeting Room : E-2-15

Universal College of Learning (UCOL)
Council Meeting

Date:	Monday, 10 August 2026
Council Only Time: **Commencement of Council Meeting:** **Lunch:** **Health and Safety Tour: (Hospitality Kitchens)** **Council Meeting Resumes:** **Council Meeting Concludes:**	9.30am - 10.00am 10.00am 12.30pm - 1.00pm 1.00pm - 1.30pm 1.30pm 3.00pm
Venue:	UCOL, Whanganui Campus Room : E-2-15
Council Members:	Leanne Southey (Chair), Troy Hobson, Ian McKelvie, Mark Cleaver

Open Meeting Agenda

Item	Paper	Business	Presenter
1.		Welcome / Apologies	Chair
2.		Register of Interests	Chair
3.	48/26	Minutes from Previous Meeting (Open Meeting)	Chair
4.		Chair’s Report *(Verbal)*	Chair
5.	49/26	Chief Executive Performance Review Committee Terms of Reference	Chair
6.	50/26	Health and Safety Report	Chief Executive
7.	51/26	Academic Quality Assurance Report	Executive Director, Quality and Academic Assurance
8.		Resolution to Exclude Public in accordance with the Public Excluded Agenda	Chair
9.		Close of Open Part of Meeting	Chair

Universal College of Learning (UCOL) Council
Register of Interests

Last updated 1 July 2026

Name	Interest	Nature of Interest
Leanne Southey Chair	Wellington Water Limited	Director
	Trust House Limited	Director
	Kauri Healthcare Limited	Director and Chair
	Masterton Community Trust	Trustee
	Trust House Foundation	Trustee
	Wairarapa Community Health Trust	Trustee
	Southey Sayer Limited	Director and Shareholder
	Southey Sayer Limited	Director and Trustee (*role as Chartered Accountant*)
	Mangan Graphics Limited	Shareholder
Troy Hobson Deputy Chair	Eastern and Central Community Trust	Chair
	T J Hobson Holdings Limited	Director
	Fonterra Cooperative Council	Council Member
	Growing Future Farmers	Trustee
	HNZ Trust	Trustee
	Tahamata Incorporated	Shareholder
	Dairy Trust Taranaki	Trustee
Ian McKelvie Member	Manawatū Community Housing Trust	Trustee
	Pukemarama Farms Limited	Director
	Manawatū District Council and Horizons Regional Council	Advisory Service
	Manawatū Harness Racing Club	Vice President

Mark Cleaver Member	AgriTechX Limited	Director
	Cleaver Family Trust	Trustee
	Hyper Analytics R&D Limited	Director
	Hyperceptions Limited	Director
	Malbec Consulting Limited	Director and Shareholder
	Massey Ventures Limited	Chief Executive Officer
	MI8 Optics Limited	Director
	MVL Founders Nominees Limited	Director
	Nanophage Technologies Limited	Director
	Rawhitiroa Forest Partnership	Director and Shareholder
	Zambezi Holdings Limited	Director and Shareholder
	Zena Elsie Orr Memorial Trust	Trustee
	Central Energy Trust	Trustee
	CompressTech Limited	Director
	Liposome Holdings	Director
	MVL Trading Limited	Director

Executive Leadership Team
Register of Interests

Last updated August 2026

Name	Interest	Nature of Interest
Jasmine Groves Chief Executive	Nil	Nil
Rachel O’Connor Executive Director - Partnerships and Engagement	Reachible Limited	Director and Shareholder
Gianetta Lapsley Executive Director - Quality and Academic Assurance	Nil	Nil
Dean Rankin Executive Dean - Health and Humanities	Nil	Nil
Danny Reilly Executive Dean - Engineering and Applied Technologies	Wayne Green (Auto Technician)	Family Member

Universal College of Learning (UCOL)
Council Meeting

MINUTES

29 June 2026 at 11:00am
Manawatū Campus - Paul McElroy Meeting Room (8.0.01)

Present:	Leanne Southey (Chair), Troy Hobson, Ian McKelvie, Mark Cleaver (Observer)
In Attendance:	Jasmine Groves (Chief Executive), Dave Robinson (Executive Director Corporate Services), Rachel O'Connor (Executive Director Partnerships and Engagement), Dean Rankin (Executive Dean, Health and Humanities), Gianetta Lapsley (Executive Director Quality and Academic Assurance), Danny Reilly (Executive Dean, Engineering & Applied Technologies), Paula Birchall (Council Secretary)

ITEM 1: Welcome / Apologies
The Chair welcomed attendees to the meeting.

The meeting opened at 11.18 am.

ITEM 2: Register of Interests
The Chair reminded members to declare any agenda items where a conflict arises between their role as a member of UCOL Council and any private or other external interest they may have, and to stand aside from decision making in respect of that item.

- Nil declarations were recorded for the matters of business for this meeting.

ITEM 3: 33/26 - Minutes of Previous Meeting (Open Meeting), 18 May 2026
There were no matters arising from the open minutes.

RESOLVED *(T. Hobson / I. McKelvie)*

That UCOL Council approve the minutes of the UCOL Council open meeting held on 18 May 2026 as a true and correct record.

CARRIED.

ITEM 4: Chair's Verbal Update
Members received a verbal report from the Chair.

- The Chair provided an update on the Federation. It was noted that a decision on whether UCOL will be part of the Federation has been deferred until 2027 and that formal notification is still to be received by way of letter.
- The Chair confirmed that UCOL Council will wait until the end of the year to appoint the remaining three council members.
- The Chair noted the meeting that was held earlier in the morning with the Tertiary Education Commission, Acting Chief Executive, where Council were advised UCOL will be receiving an extra $1.2M in funding this year.
- The Chair confirmed that an Incorporated Society will be established.
- Education NZ are organising an overseas trip (end of July) with many of the ITPs attending.

The Chair's report was noted.

ITEM 5: 34/26 - Property Committee Terms of Reference
The paper and the Property Committee Terms of Reference were taken as read.

- It was noted there is a significant amount of work to be undertaken in this area.

<u>RESOLVED</u> *(I. McKelvie / L. Southey)*

That the UCOL Council:

1. Approve the Property Committee Terms of Reference.
2. Confirm the Committee undertake a review of its responsibilities, effectiveness and its Terms of Reference at least every two years, or earlier if required and report any changes to Council for approval.

CARRIED.

ITEM 6: 35/26 - Finance, Audit and Risk Committee Terms of Reference
The paper and the Finance, Audit and Risk Committee Terms of Reference were taken as read.

- Discussion took place as to whether the Committee's Terms of Reference should include Cyber Security and Health and Safety.
- Council confirmed that 4.7 - Cyber Security, Information Security and Privacy remain but that section 4.10 - Health, Safety and Wellbeing Assurance be removed with the reporting kept at Council level.

<u>RESOLVED</u> *(T. Hobson / I. McKelvie)*

That the UCOL Council:

1. Revoke the Audit and Risk Committee Terms of Reference approved on 19 November 2020.
2. Approve the updated Finance, Risk and Audit Committee Terms of Reference subject to removing section 4.10 - Health, Safety and Wellbeing Assurance.
3. Confirm the Committee will undertake an annual review of its effectiveness and review its Terms of Reference at least every three years, or earlier if required.

CARRIED.

ITEM 7: 36/26 - Health and Safety Report

The paper was taken as read and the following was noted from discussion.

- Incident and trend reporting remains a work in progress.
- The notifiable incident has been investigated, and the investigation report has been reviewed and returned with queries. The report is currently undergoing a peer review. WorkSafe has acknowledged notification of the incident. Council will be provided a further update once the investigation report has been finalised.
- Members welcomed the scheduled simulation exercise for the Incident Management Team and the Executive Leadership Team. It was noted that further work is required around policy, framework and response capability.

RESOLVED *(I. McKelvie / T. Hobson)*

That the UCOL Council receive the Health and Safety Report.

CARRIED.

ITEM 8: 37/26 - Academic Quality and Assurance Report

The paper was taken as read and the following was noted from discussion.

- Council queried management's confidence in gaining approval and accreditation for offshore delivery. The Executive Director, Quality Academic and Assurance, confirmed that management is confident UCOL will obtain accreditation in time for delivery to commence in September 2027.

RESOLVED *(T. Hobson / I. McKelvie)*

That the UCOL Council receive the Academic Quality Assurance Report.

CARRIED.

ITEM 9: 38/26 - Artificial Intelligence Report

The paper was taken as read.

- Members were invited to provide any further feedback to the Chief Executive to inform the finalisation of the policy set.

RESOLVED *(T. Hobson / I. McKelvie)*

That the UCOL Council receive the Artificial Intelligence report.

CARRIED.

ITEM 10: Resolution to Exclude Public in Accordance with the Public Excluded Agenda

RESOLVED *(L. Southey / T. Hobson)*

That the public be excluded from the remainder of the meeting. This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) and the particular interest or interests protected by section 9 of the Official

Information Act 1982 (OIA), as the case may require, which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

The general subject of each matter to be considered while the public is excluded and the reason for passing the resolution in relation to each matter are as follows:

Item	General subject of each matter to be Considered	Section(s)
12.	Minutes of the Previous Meeting (Public Excluded) held on 18 May 2026	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
13.	Chief Executive Report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
14.	Finance Report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
15.	UCOL's Risk Management Framework	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
16.	Property Divestment Update	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
17.	UCOL Manawatū Single Stage Business Case (SSBC) : Project Plan	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
18.	Investment Plan 2027	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
19.	UCOL Financial Viability and Operating Performance Framework	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
20.	UCOL Council Member Recruitment	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
21.	General Business • *Union Negotiations Update*	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(h) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA

And that certain UCOL employees namely Dave Robinson, Rachel O'Connor, Dean Rankin, Gianetta Lapsley, Danny Reilly, and Paula Birchall be permitted to remain at the meeting after the public has been excluded because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

CARRIED.

ITEM 11: Closure of Open Part of the Meeting
There being no further business the Chair closed the open part of the meeting at 12:17pm.

Dated:

Signed as a correct record

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Leanne Southey
Chair

UCOL Council Meeting

10 August 2026

Agenda Item Number: **Paper Number:**	5. 49/26
Title:	Chief Executive Performance Review Committee Terms of Reference
Provided By:	Chair, CE Performance Review Committee (Leanne Southey)
Item for:	Approval

Recommendation

It is recommended that the UCOL Council:

1.	**Approves** the Chief Executive Performance Review Committee Terms of Reference.
2.	**Confirms** that the Committee undertake a review of its Terms of Reference at least every two years, or earlier if required.

Purpose

To seek Council approval of the updated Chief Executive Performance Review Committee Terms of Reference.

Background

The review was initiated following the re-establishment of UCOL Council and as part of the broader review of Council governance arrangements.

This review has therefore been undertaken to ensure the Committee's mandate remains aligned with Council's current governance requirements.

The current Chief Executive Performance Review Committee Terms of Reference were approved in November 2012.

Supporting Information

Appendix I - Draft CE Performance Review Committee Terms of Reference

Chief Executive Performance Review Committee
Terms of Reference

1.0 Objectives

The Chief Executive Performance Review Committee ("CEPR") is a standing committee of the Universal College of Learning Council. The objective of the Committee is to consider and execute all matters relating to the employment terms and conditions of the Chief Executive.

2.0 Membership

The membership of the Chief Executive Performance Review Committee shall be:

2.1 Elected Members

a) The Chair of Council;
b) The Deputy Chair of Council;
c) Up to two nominated members of Council.

2.2 Non-voting Member

The Chief Executive shall attend as a non-voting member.

2.3 Non-voting Officers

The Council Secretary shall attend to provide administrative services and advice.

2.4 Chairperson

The Chair of Council shall be the Chairperson of the Committee or, in the absence of the Chair of Council, the Deputy Chair.

3.0 Secretarial and Meetings

The Secretary of the meeting shall be the Council Secretary.

A quorum of members of the Committee shall be two, independent of the Chief Executive.

Reasonable notice of meetings and the business to be conducted shall be given to the members of the Committee.

Meetings shall be held not less than two times per year having regard to the occurrence of member vacancies, actual or anticipated.

Minutes of all meetings shall be kept and Committee procedures will be the meeting procedures of Council.

All discussions will take place in Part II (Official Information Act (Section 9(2)(a)).

4.0 Scope and Responsibilities

The scope and responsibilities of the CEPR Committee are as follows:

4.1 Employment Agreement with the Chief Executive

a) To administer all matters relating to the Employment Agreement including the relationship with the State Services Commission.

4.2 Chief Executive Annual Performance Agreement

a) To develop the annual Chief Executive Performance Agreement to meet the requirements of the Contract of Employment, Position Description, UCOL's Strategic and Investment Plans, priorities of the organisation, and the expectations of the Ministers of Finance and Education.
b) To complete an evaluation of performance annually.
c) To make recommendations and approve the Chief Executive performance objectives for the year.

4.3 Remuneration

a) To annually consider, decide and set remuneration. In considering remuneration the Committee shall consider the following factors:

- Relativity against the commercial sector;
- Relativity against the tertiary sector;
- Institutional strategic challenge;
- Value to the institution;
- Risk related to retention;
- Modesty as per SSC guidelines.

Concurrence from the State Services Commission is required.

4.4 Special Leave

The Chief Executive Performance Review Committee, through the Chairperson of the Committee, has the authority to grant the Chief Executive special leave as the Chairperson deems appropriate.

4.5 Wider Council Participation

4.5.1 Performance Evaluation Process

Council members have formal feedback opportunities into the annual performance evaluation process and performance objectives for the year.

4.6 Acting Chief Executive

a) The CEPR Committee will consider matters relating to the appointment of an Acting Chief Executive, i.e.
   i. Triggers and mechanisms for the appointment thereof;
   ii. Appointment of an appropriate individual;
   iii. Establishment of the terms and conditions of employment.

b) The CEPR Chairperson shall be provided with the authority to sign the relevant employment agreement or variation once the Committee has considered and agreed on the terms and conditions of employment.
c) The Committee shall report back to Council on decisions made in relation to the appointment of an Acting Chief Executive.

5.0 Authorities

The CEPR Committee will consider all matters relating to the employment terms and conditions of the Chief Executive. With the exception of the reappointment of the Chief Executive, or the employment of a new Chief Executive, the CEPR Committee will have the power or authority to make a decision in the Council's name or on its behalf.

The Committee is authorised by Council to obtain, at the expense of UCOL, outside legal or other independent professional advice and to arrange for the attendance at meetings, at the expense of UCOL, of outside parties with relevant experience and expertise if it considers this necessary.

6.0 Policies

The following policy framework underpins the Chief Executive Performance Review.

6.1 The performance evaluation design criteria are based on results achieved by the Chief Executive, not on the behavioural attributes, i.e. the criteria are focussed on content rather than process.

6.2 The Chief Executive Performance Review Committee carries out, on behalf of the Council, the performance review process.

6.3 The Chief Executive's Performance agreement is an annual agreement.

6.4 Independent advisors may be engaged.

7.0 Reporting Procedures

After each Committee meeting the Chair shall provide a verbal report to the next Council meeting advising the Council of the Committee's findings and decisions taken under the authority delegated to it.

UCOL Council Meeting

10 August 2026

Agenda Item Number: **Paper Number:**	6. 50/26
Title:	Health and Safety Report
Provided By:	Senior Health and Safety Advisor (David Sims)
Item for:	Information

Recommendation
It is recommended that the UCOL Council:

1.	**Receives** the Health and Safety Report.

Executive Summary
This report provides the Council with oversight of UCOL's health, safety, and wellbeing performance for the year to July 2026. This report supports Council members in exercising their legal due diligence duties under the Health and Safety at Work Act 2015 (HSWA). The report contains information on incident reporting, critical incidents and strategic control measures.

The report follows the headings provided in the UCOL Health &Safety (H&S) Programme of Work.

Key Points:
- WorkSafe closed the notifiable event from May.
- Five incidents reported in June.
- No Lost Time injuries were reported.

Incident / Accident Reporting

Five incidents were reported during June, these comprised of minor injuries and illness, while another required a student with a known condition being taken by ambulance as a precaution. Five incidents reported over a month for an organisation that has several high-risk teaching areas indicates *potential* under reporting. This will be examined with the Health and Safety Representatives and the Executive Leadership Team to ensure all matters that warrant reporting are being completed.

Incident Categories

Protecht has been modified to report on extra incident categories (e.g. slip, trip or fall; manual handling; hazardous substances etc) to enable better reporting and identification of trends and hazards. For the year commencing 1 January 2026, the reported incidents fall under the current categories and recorded by month as well as incident:

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Total
Slip, trip or fall	1	2			1			5
Manual handling						1		1
Ergonomic/workstation								0
Aggression/violence			4	2	4			10
Sharps/needle stick		4	3	1	1	2		10
Hazardous substance								0
Equipment/plant			1	3	1			5
Vehicle/transport								0
Psychological health								0
Medical Event	1	2	4		1	2		10
Near miss		3		2	1			6
Other	1	1			2		1	5
TOTAL	3	12	12	8	11	5	1	52

Lost Time Injuries (LTIs)

There were no Lost Time Injuries recorded for this period.

Notifiable Injuries

The investigation into the notifiable incident which occurred on 11 May on the Wairarapa campus has been completed. WorkSafe contacted UCOL asking for all relevant information to be sent to them for review and this was submitted early July. WorkSafe has since confirmed that they will be taking no further action.

Policies and Procedures

All Health and Safety policies and procedures were reviewed in 2024/25 and while current until 2027, they will need reviewing due to changes in delegations. These will form a key part of the work programme over the next 12 - 18 months with an emphasis on priority areas.

Emergency Preparedness

The planned Emergency Management (EM) training was postponed while the newly formed EM Sub-Committee consider roles and responsibilities required to ensure UCOL has coverage in expertise for the appropriate areas.

Auditing / Monitoring

Workplace audits are currently being undertaken by the Health and Safety Representatives with support from Health and Safety. These will occur every six months, i.e. each January and July during term breaks. Corrective actions may occur because of these audits and will be reported through to the Executive Leadership Team and/or Council as appropriate. As of the date this report was compiled, three area audits had been completed, with two corrective actions also completed.

Contractor Management

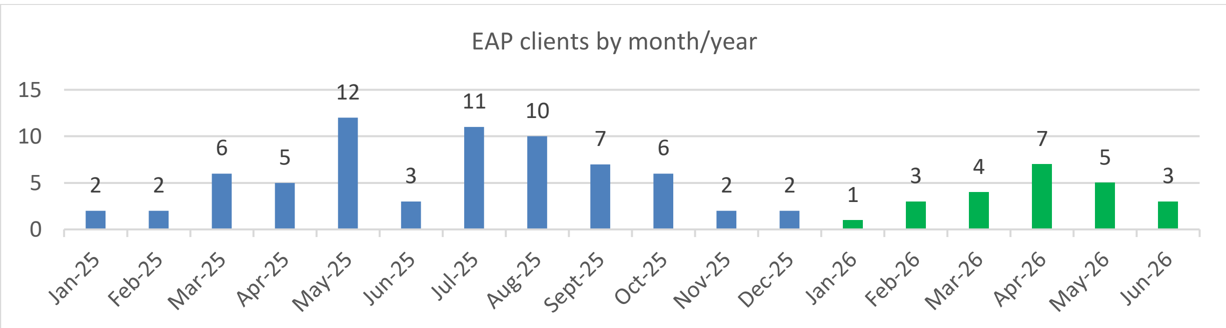
Trade Contractor Management and pre-qualification remain a function of Facilities Management. Faculties are responsible for pre-qualification and site induction for contractors directly employed by them. Health and Safety become involved if requested to assist in reviewing work methods that may lead to increased risk on campus.

Training Upskilling

To ensure the Health and Safety Representatives have the knowledge required to undertake this function, eight new and two existing Health and Safety Representatives have undertaken formal certification for Unit Standard 29315 (Describe the Roles and Functions of an HSR in a NZ Workplace) during a two day course run by Site Safe.

Employee Assistance Programme

UCOL continues to maintain a proactive partnership with EAP Services to mitigate workplace psychosocial hazards and foster mental health support. Counselling and health coaching support programmes continue to be accessed steadily by staff. The below graph shows how many new interactions staff have with EAP each month. UCOL continues to encourage access to EAP and continue to see positive uptake with the service. In the first six months of 2025, 30 interactions were had with EAP compared with 23 in the first half of 2026.



Critical Risk Management and Operations

Seismic Risk and Disaster Preparedness

- Focus remains on maintaining a high internal ratio of staff certified in first aid and evacuation chair handling.
- Currently approximately 1-6 ratio of trained first aiders, 1-30 ratio of evacuation chair handling.

High-Risk Learning Environments (Trades, Services, & Labs)

- Lecturers continue to track and enforce strict Personal Protective Equipment (PPE) protocols during inspections to address inconsistent usage patterns.
- Staff-to-student ratios are actively managed to preserve individualised feedback on technical tasks, mitigating physical injuries (e.g. cuts, abrasions, chemical hazards)
- Vulnerable younger learners face strict isolation from high-risk tools until a lecturer formally signs off on their physical competence and safety judgement.

Ergonomic Hazards

- Lecturers monitor programmes involving sustained static postures or heavy lifting, such as early childhood education, hairdressing, and construction.
- EAP Services/Habit Health are currently the preferred provider of the Workstation Ergonomic Assessments that are available for staff however, no requests were received in the last reporting period.

Vehicular Use *(Section 20 HSWA Compliance)*

- All UCOL vehicles are managed under strict PCBU workplace standards. Staff must submit valid licences and complete supervised AA training before transporting students in UCOL passenger vans. Training records are held by both UCOL Facilities Management and AA.
- The central booking software automatically triggers management alerts if any reservation schedules more than 5 hours of driving in a single day. Vehicles are monitored with GPS tracking which improves driver safety through greater visibility in driver behaviour.
- As vehicles are driven by multiple users, any individual cases of erratic or excessive speed are flagged and reported by Facilities Management to both Health and Safety and the staff members direct line Manager.
- Facilities Management holds all the information regarding vehicle use.

Violence, Harassment, and De-escalation

- Staff are advised to disengage and de-escalate instances of student friction or abusive behaviour. Security coverage is fully maintained on the Manawatū campus, alongside active access controls across all alternative regional facilities.
- De-escalation training is not currently part of any induction process, but consideration should be given to advice on this being included and part of a new employee process as well as offered to any staff that feel they would benefit.

Environmental and Occupational Health

- As previously reported, it is planned that air sampling will take place in the Mechanical Engineering area during the next cohort of welding classes in August. As part of that air sampling, a Lecturer will be asked to wear a personal monitor for 3-4 hours during a teaching period.

- The air volume intake and use of on-torch extraction units will also be scrutinised to ensure they are an effective control and fully compliant with New Zealand Workplace Exposure Standards.
- The UCOL staff influenza vaccination programme has finished, 82 people had attended the Manawatū campus onsite clinic, while a further 35 people requested vouchers to attend an off-site clinic at another time.

Worker Engagement and Participation (Lead Indicators)

Health and Safety Representative Capacity

- The active Health and Safety Representative network grew to 21 total members in May following two new appointments.
- The monthly Health and Safety Representative catch-up continues to provide a voice for frontline staff to be able to express any ideas or opinions they feel may contribute to safety and wellbeing at UCOL.

Competency Training

- Eight new Health and Safety Representatives will undergo formal certification for Unit Standard 29315 (Describe the Roles and Functions of an HSR in a NZ Workplace) during a 2-day course in the July break.

Health and Safety Survey

- Results from the recent organisation-wide Health and Safety survey are undergoing review to shape upcoming action plans.
- This review is happening at a central level by the Senior Health and Safety Advisor and with the assistance of the Health and Safety Representatives.
- The information gathered through the survey will be used to influence and update the Health and Safety Workplan.

UCOL Council Meeting

10 August 2026

Agenda Item Number: **Paper Number:**	7. 51/26
Title:	Academic Quality Assurance Report
Provided By:	Executive Director, Quality and Academic Assurance (Gianetta Lapsley)
Item for:	Information

Recommendation

It is recommended that the UCOL Council:

1.	**Receives** the Academic Quality Assurance Report.

Purpose

To provide Council an update on priority programme development, approval and accreditation, and academic quality assurance workstreams.

Background and Progress

The June report covered more extensively the context of 2026 and standalone institutional status. The following provides progress on key academic quality assurance workstreams supporting institutional priorities.

1. Review and update of UCOL Academic Statute - refreshing our educational framework for currency of structure and reflection of most recent good practices, and socialisation.

Update: The Education and Training (System Reform) Amendment Bill was read in parliament for the third time on 23 June 2026 and received Royal Assent on 25 June 2026. This included the amendments effectively giving polytechnic Councils statutory authority to make and amend institutional statutes (again). Section 284 once again applies to polytechnic Councils (except paragraph (h)). UCOL's updated Academic Statute will be provided for Councils consideration and approval at its September meeting.

2. Contributing to the broader UCOL official documents refresh project by the review and upgrading of some 70+ academic policy sets (policy, procedure, guidelines etc).

Update: Prioritisation of the policy set review is complete and revision/redevelopment is underway. The Academic Committee is receiving updates on progress.

3. Strengthening institutional performance following organisational structural changes by operationalising new functions and roles.

Update: The UCOL Digital Education Landscape Scan report has been received by the Executive Director, Quality and Academic Assurance from the Digital Education Lead and will be progressed to the Chief Executive and Executive Leadership Team in August. This incorporates the findings of an internal technology and digital education survey carried out through late June/July. The purpose is to inform future direction and capability development.

4. Prioritising and working to shorter timeframes for the development, internal approval, and NZQA approval and accreditation of postgraduate qualifications and offshore approval and accreditation of UCOL programmes.

Update: Applications to NZQA for approval and accreditation of the new Master of Applied Management Level 9 with majors and the associated postgraduate diploma level 8 and postgraduate certificate level 8, and new Master of Information Technology Level 9 and the associated postgraduate diploma and certificates level 8 have been allocated to NZQA evaluators. These have a processing time of 30 to 45 working days at NZQA.

Six polytechnics currently have applications with NZQA for offshore delivery accreditation and approval. This includes UCOL's application for Xian University. The now significant NZQA delays have arisen due to NZQA changes in their Rules (January 2026) for which they did not publish associated guidelines for providers until May. Their evaluation expectations therefore were not aligned to the applications already in their system.

UCOL has been advised (30 July 2026) that it will have an outcome by 5 August 2026 for Xian. The Weifang application has been allocated for evaluation on 30 July 2026. The Xi'an Shiyou offshore delivery application was submitted in late July.

UCOL's Chief Executive has been in direct communication with NZQA's Chief Executive, and will be able to provide further context.

5. Shaping the UCOL internal quality assurance framework and processes to align with the new NZQA integrated Quality Assurance Framework (iQAF) and TEO self-assessment process released in March/April 2026. UCOL's first TEO self-assessment professional conversation with NZQA about our quality assurance outcomes is scheduled for 22 March 2027.

6. Supporting with just-in-time assistance to faculties for any programme changes required to optimise the 2027 investment plan and mix of provision.

Update: Several New Zealand certificate qualifications have undergone version updates requiring programme changes by October this year for 2027 start. Curriculum and Academic Services Advisers are working directly with Academic Portfolio Managers.

7. UCOL will receive the report from NZQA for their re-monitoring of the New Zealand Diploma in Early Childhood Education and Care Level 5 in the week commencing 3 August.

This is focussed on UCOL's assessment and the moderation of the assessment of students' learning and the extent to which NZQA consider that NZQA's expectations are met. This is the first monitoring UCOL will receive since NZQA undertook significant structural and process changes for this type of work in 2025.

Public Excluded Agenda

It will be moved by the Chair that the public be excluded from the remainder of the meeting. This resolution will be made in reliance on section 48(1) of the Local Government Official Information and Meetings Act 1987 (LGOIMA) and the particular interests protected by section 9 of the Official Information Act 1982 (OIA) which would be prejudiced by the holding of the relevant parts of the proceedings of the meeting in public.

The general subject of each matter to be considered while the public is excluded, the reason for passing the resolution in relation to each matter are as per the table below:

Item	General subject of each matter to be Considered	Section(s)
10.	Minutes of the Previous Meeting (Public Excluded) held on 29 June 2026	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
11.	Chief Executive Report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA
12.	Finance Report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
13.	Property Divestment Report	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
14.	UCOL Manawatū Single Stage Business Case (SSBC): Project Update	Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA
15.	General Business	Section 9(2)(a) OIA Section 9(2)(b)(ii) OIA Section 9(2)(g)(ii) OIA Section 9(2)(i) OIA Section 9(2)(j) OIA

The Chair will also move that certain employees from UCOL be permitted to remain at the meeting, after the public has been excluded because of their specific knowledge in relation to the above items. This knowledge, which will be of assistance in relation to the matters above to be discussed, is relevant to those matters because they have assisted in the progression of such matters.

Interests

Section	Interest
Section 9(2)(a) OIA	To protect the privacy of natural persons, including that of deceased natural persons.
Section 9(2)(b)(ii) OIA	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
Section 9(2)(g)(ii) OIA	To maintain the effective conduct of public affairs through the protection of such Ministers, members of organisations, officers, and employees from improper pressure or harassment.
Section 9(2)(h) OIA	To maintain legal professional privilege.
Section 9(2)(i) OIA	To enable a Minister of the Crown or any public service agency or organisation holding the information to carry out, without prejudice or disadvantage, commercial activities.
Section 9(2)(j) OIA	To enable a Minister of the Crown or any public service agency or organisation holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).