

People and Culture Committee | Part One

by video conference



07 August 2026 11:00 AM - 12:30 PM

Agenda Topic	Presenter	Page
Opening karakia		2
Part 1 - Open Committee		
1. Minutes	Confirmation	3
To confirm the Minutes of Part 1 of a meeting of the People and Culture Committee held on 15 May 2026		
2. Exclusion of the Public	Decision	5
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.		

Karakia

This karakia has been composed for use across Ōtākou Whakaihu Waka | the University of Otago as a means of opening and/or closing hui, meetings, and everyday gatherings.

Kupu	Translation
Tau mai te mauri	Let the mauri settle
Te mauri tū	The mauri that stands firm
Te mauri ora	The mauri of wellbeing
Te mauri o tēnei kaupapa	The mauri of this purpose
e whakaū nei i kā uara ki Ōtākou Whakaihu Waka	affirming the values at the University of Otago
Te mana	Mana
Te tapu	Tapu
Te whakapapa	Whakapapa
me te mauri	and mauri
Puritia kia ū, puritia kia mau	Hold fast, hold firmly
Haumi e	Let us be united
Hui e	Let us come together
Tāiki e	It is complete

Purpose:

The primary purpose of this karakia is to whakatau the mauri — to settle, ground, and bring into balance the mauri of those who recite it. It is intended to help people arrive fully, be present with one another, and move forward collectively in a calm way.

Notes:

This karakia is grounded in the context of Ōtākou and acknowledges the importance of place and relationship. It has been composed in the Kāi Tahu dialect¹ to reflect the mana whenua of Ōtākou and the local context of Ōtākou Whakaihu Waka.

This karakia has been carefully shaped for use across a diverse institution, incorporating the values of mana whenua at Ōtākou Whakaihu Waka². It respects a wide range of belief systems within the University community while upholding Māori values, language, and tikaka.

¹ Kāi Tahu dialect uses 'k' in place of the more widely used 'ng' (e.g., kā instead of ngā, manaakitaka instead of manaakitanga).

² [insert link to values here]



Minutes of a People and Culture Committee

15 May 2026

Present: Mr. B Boyle (Convenor), Dr. P Bramley, Ms N Riordan, Ms T Oakley (Chancellor), Hon. G Robertson (Vice-Chancellor)

Apologies: N/A

In attendance: Mrs Carolyn King (Acting Director, HR), Ms Denise Lindsay (Head, Organisational Development), Ms Andrea McMillan (Director of Health, Safety & Wellbeing), Mr C Garden-Webster (Senior Adviser HR Strategy and Projects), Mr K Roberts (Senior Analyst), Hon David Clark (Registrar and Secretary to the Council), Ms J Jeffery (Deputy Secretary to the Council).

Ms T Oakley welcomed the attendees to the meeting, introducing Dr. P Bramley as the incoming Convenor to the Committee, noted apologies, and opened the meeting with a Karakia.

Part One: Open Committee

1. Minutes

The Committee

APPROVED

The Part One Minutes of the meeting of the People and Culture Committee held on 13 February 2026 were approved with one amendment:

- Hon G. Robertson to be moved from 'in Attendance' to 'Present'

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.

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	Pt 2 of the Minutes of the meeting of the University Council held on 13 February 2026
Item 4	People and Culture Work Plan 2025 and Action Follow Up Register
Item 5	Human Resources Division – quarterly report and briefing papers
Item 6	Convener's Business
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: -

General Subject	Reason for passing this resolution	Ground under Section 48(1)(a) for the passing of this resolution
Items 3 - 8 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 13 February 2026	s9(2)(a), (i), and (k)
Item 4	People and Culture Work Plan 2025 and Action Follow Up Register	s9(2)(a), (i), and (k)
Item 5	Human Resources Division – quarterly report and briefing papers	s9(2)(a), (i), and (k)
Item 6	Convener's Business	s9(2)(a), (i), and (k)
Item 7	Committee Business Only	s9(2)(a), (i), (j) and (k)

AND THAT Acting Director Ms C King and other relevant Human Resources staff 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 Acting Deputy Secretary to the Council are also permitted to remain at the meeting so as to provide secretarial support and advice.

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Item 3	Pt 2 of the Minutes of the meeting of the University Council held on 15 May 2026
Item 4	Human Resources Division – CPO Report, People and Culture Work Plan and Action Follow Up Register, and briefing papers
Item 5	Convener's Business
Item 6	Committee Business Only

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Item 6	Committee Business Only	s9(2)(a), (i), and (k)

AND THAT Chief People Officer Katie McEwan and other relevant Human Resources staff 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 Acting Deputy Secretary to the Council are also permitted to remain at the meeting so as to provide secretarial support and advice.