

LEGISLATIVE COMPLIANCE POLICY

Category	Governance
Policy Owner	General Counsel
Last review	November 2024
Next review	November 2027
Approved by	Vice Chancellor
Effective date	November 2024

1. PURPOSE

To ensure legal compliance by the University and its employees and to provide a framework to monitor legal compliance.

2. POLICY

A failure to comply with certain pieces of legislation could expose the University to risk of financial penalty, loss of income, inability to fulfil educational, administrative, or business goals and objectives, negative publicity or reduced public regard and/or legal action.

The University has a register of key legislation based on an assessment of risk to the University. The register includes a summary of the legislation, the risk or consequence of non-compliance and the Manager responsible for reporting compliance.

The University has Legislative Compliance Procedures to assist legislative compliance.

3. DEFINITIONS

Legislative Compliance Procedures: are the procedures established to implement the University's Legislative Compliance Policy, which ensure the creation and maintenance of systems used for the monitoring and reporting of the University's compliance with key legislation.

4. SCOPE

This policy applies to all activities, both educational and administrative, of the University at governance, management and operational levels.

All staff must be aware of what they and the University can and cannot do and comply with law in the exercise of their roles in the University at all times.

5. LEGISLATION and COMPLIANCE

The University shall comply with all relevant New Zealand laws, legislation and regulations.

7. RELATED PROCEDURES/DOCUMENTS:

Legislative Compliance Procedures

Register of Key Legislation

8. DOCUMENT MANAGEMENT AND CONTROL:

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