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Finance and Strategy Officer  
1st Quarter Report 2026  
Weekly Hourly Average: 34.68  
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### **Part One: Executive Officer Position Description Duties**

#### **8.1. Assume all the powers and duties of the President in the absence of the President and the Administrative Vice-President.**

I did this a few times when Daniel was traveling and Kamesha was conquering the great outdoors. Nothing of note to report on.

#### **8.2. Where reasonably required, assist the Administrative Vice-President in their duties.**

Created a POLCOM 101 sheet outlining policy work that we should undertake this year and the changes required on the website. Next quarter will be working a lot closer especially surrounding these policy changes!!

#### **8.3. Be a member of appropriate internal committees of the Association, including, but not limited to:**

##### **8.3.1. Standing Committee of the Executive;**

I have attended all standing committee meetings this quarter (Only one was held).

##### **8.3.2. Finance, Expenditure and Strategy Committee.**

I chaired my first FESC, which I really enjoyed, smaller committee than last year but allowed better discussions. Just need to keep practicing the OUSA Karakia. Next one is April 1<sup>st</sup> (Haha).

##### **8.3.3. Policy Committee**

POLCOM did not meet this quarter due to meeting clashes and people being away but looking forward to the next one.

##### **8.3.4. Grants Panel.**

No meeting in Q1. Caroline has set the 24<sup>th</sup> of March for our first meeting.

#### **8.4. Meet regularly with the Chief Executive Officer to ensure a governance oversight of the Association finances and capital projects.**

I maintain a close relationship with Debbie she has been wonderful help particularly in helping me understand the history of OUSA decisions. We had a good catch up before our First FESC and are looking at a time for fortnightly meetings.

#### **8.5. Chair meetings of the Finance, Expenditure and Strategy Committee, ensuring that all committee members are advised of meeting times, that the agenda is prepared and circulated beforehand and that the standing orders of the committee are adhered to.**

I chaired the only FESC Meeting. The Agenda was late due to last minute changes in the reporting but this was only a small hiccup. Next FESC will have two sets of minutes approved and sent to exec as we forgot to include the ones from the last meeting held last year. Draft audit accounts were the big conversation topic. Very excited for 2026 FESC.

#### **8.6. In conjunction with the Chief Executive Officer, maintain oversight of the Association's holdings, with a focus upon sound investment of student funds and adherence to the Association's Strategic Plan.**

Debbie and I had a good chat about how we came to hold particular assets, asset opportunities we have formerly explored and how our Share of UUL works for us. Had my first UUL Board meeting which helped further my understanding

**8.7. Maintain a sound understanding of the position of any of the Association's holdings, ensuring that all relevant documentation is filed as soon as is reasonable and accessible and that financial controls are understood.**

Yes, I feel I am starting to put together a full picture with help from Debbie, Daniel, and Paul

**8.8. In conjunction with the Chief Executive Officer, ensure that the Association produces annual audited accounts and an Annual Report.**

The auditors are currently undertaking the audit and there is only one conversation around revaluation to be had. We have received draft accounts though. We are on track to be ready for referendum

**8.9. Ensure expenditure and budgeting is in line with the Association's Strategic Plan, and advise the Executive of any significant discrepancies.**

Yes, I do not have a full picture yet as still early days only having January numbers. Over the coming months will begin to form a bigger picture and then identify anything of note for the executive.

**8.9.1. Authorize transactions from the Association accounts relating to the Executive expenditure.**

Yes, I sign off invoices related to the Executive.

**8.10. Oversee the Executive budget setting process.**

Has not began yet. I am excited to work with Matt on this later in the year as he has already been amazing in helping me understand the next steps.

**8.11. Ensure that all Executive Officers are familiar with the Executive Budget, expenditure processes early in the year and assist them where necessary.**

Yes, listed out priorities for where money should be going emphasizing campaigns. Most of the funds spent in February were the Tenancy Pamphlets and the BBQ. Executive members know to come to me with a number first and work back from there. Budgets are tight but we always try and find a work around.

**8.12. Update the Executive monthly on the Executive Budget expenditure.**

Will be doing that at our meeting on Monday!! Do not have Feb numbers yet which are when the exec funds have mainly been spent but will get those to a meeting as soon as I have them.

**8.13. May be appointed a Director of any company where the Association holds the power to make such an appointment, including but not limited to:**

**8.13.1. University Union Limited.**

Yes, I attended my first meeting on Wednesday the 11<sup>th</sup> of March. Awesome opportunity and David Thomson and I are working well together

**8.14. Assist and liaise with students and Students' Associations on University of Otago satellite campuses.**

Fergus is undertaking a lot of mahi in this space with help from Ella, have let them know about travel budget to visit these campuses but conversations will be happening later. Travel Budget may be changed as fuel prices are hiking up flight prices so might not be able to afford trips.

**8.15. Oversee any campaigns undertaken by the Association, actively seeking to inform the student body and general public on student issues and concerns and liaising with relevant officers such as the Political Representative, including but not limited to:**

**8.15.1. Encourage voter participation;**

N/A, Election time isn't here yet, Flynn and I maintain an extremely close working relationship which makes life easy a lot of work around voter enrolments will be coming up.

**8.15.2. Local Body Elections; and;**

Helped plan the by election debate. A unique year having both local and national elections. We have that coming up on April 15<sup>th</sup> and doing a push with Flynn & Kamesha around enroll to vote and vote.

#### **8.15.3. National Body Elections.**

Began planning leaders debate with Flynn, met with five MPs and three candidates so far to highlight our priorities as an association for the 2026 election. Follow very closely for updates in this, it will be a hectic year but a good one.

#### **8.16. Support and act as a reference point for all Executive Officers in the running of campaigns and initiatives, ensuring they are executed in line with the Association's Strategic Plan and objectives, and that the student body are informed of these events.**

Zoe has led the only campaign this semester with her flattering pamphlets. Extremely well received by students and community officials. Will be a lot of work for Rental WOF and tenancy rights for Semester one. Then fighting for VSM & Fees Free, and paid placements with our Semester two campaigns. Paid placements may not be a campaign Hansini is doing large mahi in this space and don't want to affect that.

#### **8.17. Liaise regularly with the Chairs of all Association committees to ascertain the campaigns, initiatives and directives from those committees, and act on those directives where appropriate including but not limited to:**

##### **8.17.1. Residential Committee;**

Helping Zoe currently prepare for our first one which will be exciting

##### **8.17.2. Affiliated Club Council; and;**

Ella has been a whizz 12<sup>th</sup> of March for the first meeting which I went too. Hope to work closer with Ella if she needs my help

##### **8.17.3. Academic Committee.**

Hansini prepared a great Agenda for the first meeting and I have said I would love to show up and help were I can but she is beyond qualified. Might get her to make my agenda's look pretty as well

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#### **8.18. Be available via cell phone at all practical times.**

Yes

#### **8.19. Perform the general duties of all Executive Officers.**

Yes

#### **8.20. Where practical, work not less than twenty hours per week.**

My Q1 Average is 35 hours

### **Part Two: General Duties of All Executive Members**

#### **3. General Duties of all Executive Officers**

##### **3.1. The appointed term for all OUSA Executive Officers shall commence from the 1st of January and will terminate on the 31st of December of that same year.**

Arrived on Jan 15<sup>th</sup> was the second week back, took the weekend and then began working on the 19<sup>th</sup>. Have not taken any breaks yet and plan to be here until end of year.

##### **3.2. Where reasonable, all Executive Officers are expected to assist as volunteers for OUSA events and functions, including, but not limited to:**

###### **3.2.1. Assisting at the OUSA Tent City and other activities during Summer School, Orientation and Re-Orientation; and;**

I attended every day of Tent City and Clubs Day! I spent most of the day on the Exec BBQ/Area but rest of day I floated around engaging with students and clubs.

###### **3.2.2. Assisting with elections and referenda where appropriate.**

No elections have been held this semester and a referendum will take place in Q2.

**3.3. It is expected that Executive Officers attend Executive meetings.**

Yes, I have attended all executive meetings this quarter (including standing committee).

**3.4. Where reasonable, all Executive Officers are to be available for national conferences, national and local campaigns, Executive training sessions and Executive planning sessions.**

Attended the pre-O-week training and have been consistently liaising with my mentors for further training. Helped Zoe with the Tenancy campaign, and Flynn with his campaigns (Overseeing)

**3.5. All Executive officers shall:**

**3.5.1. Keep up to date with the Finance and Strategy Officer's Executive budget, bringing to the Finance and Strategy Officer any spending proposals, keeping track of their spending and ensuring they do not exceed budgeted expenditure;**

No budget lines have been exceeded!! I keep up to date with the budget as it's mine

**3.5.2. Educate themselves on needs and experiences relevant to historically marginalised demographic groups including intersectionality and promote and encourage all demographics to participate, where relevant, in clubs, societies, committees and OUSA events;**

Yes

**3.5.3. Act in accordance with and uphold Te Tiriti o Waitangi while exercising their duties;**

Yes,

**3.5.4. Where reasonable, attend events hosted by clubs related to historically marginalised demographic groups;**

Yes, attended IFF. I want to build a closer relationship with TRM but have been helping UOPISA with budgeting. I have written all MoU's which has allowed me to work closely and assist these groups.

**3.5.5. Prioritise sustainability and minimization of environmental impacts in all aspects of their role and keep up to date with environmental issues;**

Yes, I do not drive so I produce way less CO2 emissions.

**3.5.6. Every quarter undertake five hours of voluntary service which contributes to the local community; and;**

Church, Clubs, ran a fundraiser for Afghanistan with one of my clubs which was very rewarding

**3.5.7. Regularly check and respond to all communications.**

Yes

**Part Three: Attendance and involvement in OUSA and University Committees**

University Union Limited Company - Director

Finance Expenditure and Strategy Committee - Chair

Policy Committee (Didn't meet)

Political Action Committee – Chair

Residential Committee

Grants Panel

Clubs Council

Vice-chancellors Student Staff Advisory Group

Web Transformation PSC

Timetabling Committee

**Part Four: Goals and your Progress**

Student Bar – It is strictly the university's court now which is hard to sit on my hands but I am feeling confident-ish

VSM Campaign – My newest political passion have been lobbying for it to get repealed and getting Labour to commit. It would make OUSA life so much easier but the fight continues

Transparency – Got in a little trouble for my take on this, but trying to develop a better relationship with Critic and keeping them informed. Had a Radio One interview which was a success (massive thank you to Zac). Big struggle is balancing transparency without pissing people off

### **Part Five: General**

Q1 has been an absolute blast. Have had a few ups and downs but slowly chugging along. A massive thank you to Donna Jones of course, she keeps me sane and has been such an amazing help, also to Zoe Eckhoff she has been so helpful in all aspects of my role and makes sure I balance work and life, and last but not least Sam Soppet makes the job fun and always has good advice (I mean after 5 years at Uni you would hope so). I am really looking forward to the rest of the year with big things happening. It seems it is lining up to be a hectic year. Hopefully our Exec is in Critic a lot (for good things). Thank you Exec for a roaring start hopefully the rest of the year is this good.