

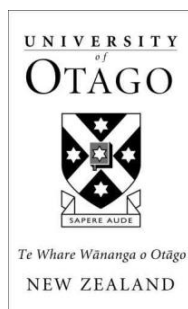
Capital Development Committee Part 1

Committee Room North, First Floor, Clocktower Building



23 April 2024 10:00 AM - 12:00 PM

Agenda Topic	Presenter	Page
Agenda		1
Part 1 - Open Committee		
1. Minutes	Confirmation	2
To confirm Part 1 of the Minutes of a meeting of the Capital Development Committee held on 20 February 2024 and on 28 November 2023.		
2. Capital Projects Report - Part A	Information	8
To receive a Campus Development and ITS Portfolio Report Part A, dated 10 April 2024.		
3. Exclusion of the Public	Decision	12
To approve a motion under Section 48 of the Local Government Official Information and Meeting Act 1987, that the public be excluded from the specified parts of the proceedings of this meeting.		
4. Next Meeting		
The Capital Development Committee is scheduled to meet next on 2 July 2024.		



CAPITAL DEVELOPMENT COMMITTEE

Minutes of a meeting of the Capital Development Committee

20 February 2024

- Present** Mr M R Dipple (Convener), The Vice-Chancellor (Acting), Professor P J Bremer, Mr B J Boyle (by video conference), Ms S L Ellison (by video conference), and Professor D L Hay
- Apologies** Chancellor, Pro-Chancellor, Mr S W Willis (Chief Operating Officer) and Professor D H Lont
- In attendance** Mr M J Harte (Director, Information Technology Services), Mr G Roy (Acting Director, Property and Campus Development), Mr B N Trott (Chief Financial Officer) (by video conference), Mr J Hayes (Head, Transformation, and Improvement Office), Ms K Kennard (Official Information and Compliance; Manager, Policy and Compliance), the Registrar and Secretary to the Council and the Assistant Secretary to the Council
- Welcome** Professor D L Hay was welcomed to her first meeting of the Capital Development Committee.
- Recording** The Committee
- AGREED** for this meeting to be recorded for the sole purposes to support minute taking.

Part 1: Open Committee

1. Terms of Reference and Constitution 2024

The Committee

APPROVED the Terms of Reference and Constitution for 2024.

2. Minutes

Without a quorum, the Committee were unable to confirm Part 1 of the Minutes of the meeting of the Capital Development Committee held on 28 November 2023.

The Committee agreed that this item will be ratified by resolution at the next scheduled meeting on 23 April 2024.

3. Capital Projects Report – Part A

The Committee received a Campus Development and ITS Portfolio Report Part A dated 12 February 2024.

The Head of Transformation, and Improvement Office provided an update on projects including UOC Campus Redevelopment (UOCCR), Aquinas Extension, Otago Research Information System (ORIS), SIEM/SOC, CRSM Phase 2 – Service Management Foundation, and Air Travel.

4. 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.

4. Exclusion of the Public

The Chancellor 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 5 Part 2 of the Minutes of the Meeting of the Capital Development Committee held on 28 November 2023.
- Item 6 Capital Development Committee Work Plan and Action Follow-Up Register
- Item 7 Capital Development Committee Strategic Risk Report
- Item 8 Capital Projects Report Part B
- Item 9 Property Disposals – Tranche 1
- Item 10 Convener’s Business

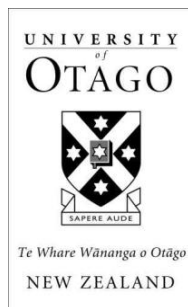
The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as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

General Subject	Reason for passing this resolution	Ground under Section 48(1)(a) for the passing of this resolution
Items 5 - 10 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 (all references are to Section 9 of the Official Information Act):

Item 5	Pt 2 of the Minutes of the meeting of the Capital Development Committee held on 28 November 2023	s9(2)(a), (b)(ii), (i), (j), and (k)
Item 6	Capital Development Committee Work Plan and Action Follow-Up Register	s9(2)(i) and (k)
Item 7	Capital Development Committee Strategic Risk Report	s9(2)(i) and (k)
Item 8	Capital Projects Report Part B	s9(2)(i), (j) and (k)
Item 9	Property Disposals – Tranche 1	s9(2)(i) (j) and (k)
Item 10	Convener’s Business	s9(2)(a), (i), and (k)

AND THAT Mr B N Trott, Mr M J Harte, Mr G Roy, and Mr J Hayes be permitted to remain at this meeting after the public has been excluded because of their knowledge of the University capital programme and/or specific capital projects. This knowledge is relevant to the matters to be discussed as these are concerned with the University capital programme and specific capital projects. The Registrar and Secretary to the Council, the Assistant Secretary to the Council and Ms K Kennard are also permitted to remain at the meeting for Items 5 – 10 so as to provide secretarial support and advice.



CAPITAL DEVELOPMENT COMMITTEE

Minutes of a meeting of the Capital Development Committee

28 November 2023

- Present** The Pro-Chancellor (Convener), Professor P J Bremer, Mr B J Boyle (by videoconference), Ms S L Ellison, Professor M H Hibma, Professor S Walton (in lieu of Professor D H Lont) and Mr S W Willis
- Apologies** The Vice-Chancellor (Acting) and Mr M R Dippie
- In attendance** Mr M J Harte (Director, Information Technology Services), Ms T L Syddall (Director, Property and Campus Development), Mr B N Trott (Chief Financial Officer), Mr P Wyffells (Manager Portfolio), Mr J Hayes (Head, Transformation, and Improvement Office), the Registrar and Secretary to the Council and the Deputy Secretary to the Council
- Welcome** Hon Dr D S Clark was welcomed to his first meeting of the Capital Development Committee.
- Acknowledgement** On behalf of the Council, the Pro-Chancellor acknowledged Professor M H Hibmas's contribution over the last six years.

Part 1: Open Committee

- 1. Minutes** Part 1 of the Minutes of the meeting of the Capital Development Committee held on 26 September 2023 was confirmed.

2. Capital Projects Report – Part A

The Committee received a Campus Development and ITS Portfolio Report Part A dated 10 November 2023.

The Chief Operating Officer provided an update on projects including Union Court/Science 3 Divisional Office Relocation, Christchurch Campus Redevelopment, Te Rangihīroa Replacement, Aquinas Extension, CApSc Building, Unimarket, Cyber Security, Property+ and Arana Seismic/Fire tenders. Wellington Lecture Theatre Strengthening and Link Block adaptations are underway with the aim of completion for January 2024. Otago Research Information System (ORIS) is progressing well and is planned to go live early in 2024. The Air Travel project is awaiting a response from government agencies.

3. 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.

3. Exclusion of the Public

The Chancellor 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 4 Part 2 of the Minutes of the Meeting of the Capital Development Committee held on 26 September 2023.
- Item 5 Capital Development Committee Work Plan and Action Follow-Up Register
- Item 6 Capital Development Committee Strategic Risk Report
- Item 7 Capital Projects Report Part B
- Item 8 Arana College Project
- Item 9 ITS and Strategic Portfolio
- Item 10 Property+ Project
- Item 11 Convener’s Business

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 4 -11 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 (all references are to Section 9 of the Official Information Act):

Item 4	Pt 2 of the Minutes of the meeting of the Capital Development Committee held on 26 September 2023	s9(2)(a), (b)(ii), (i), (j), and (k)
Item 5	Capital Development Committee Work Plan and Action Follow-Up Register	s9(2)(i) and (k)
Item 6	Capital Development Committee Strategic Risk Report	s9(2)(i) and (k)
Item 7	Capital Projects Report Part B	s9(2)(i), (j) and (k)
Item 8	Arana College Project	s9(2)(i) (j) and (k)
Item 9	2024 ITS and Strategic Portfolio	s9(2)(i) (j) and (k)
Item 10	Property+ Project	s9(2)(i) (j) and (k)
Item 11	Convener’s Business	s9(2)(a), (i), and (k)

AND THAT Mr B N Trott, Mr M J Harte, Ms T Syddall, Mr P Wyffells and Mr J Hayes be permitted to remain at this meeting after the public has been excluded because of their knowledge of the University capital programme and/or specific capital projects. This knowledge is relevant to the matters to be discussed as these are concerned with the University capital programme and specific capital projects. The Registrar and Secretary to the Council and the Deputy Secretary to the Council is also permitted to remain at the meeting for Items 4 - 11 so as to provide secretarial support and advice.



Capital Development Committee – Campus Development and ITS Portfolio Report Part A

University Operations

Project Management

Campus and Collegiate Life Services | Campus Development | Chief Operating Officer
Health and Safety Compliance | Information Technology Services | Property Services
Risk, Assurance and Compliance | Shared Services | Sustainability



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2024 Otago University Construction Portfolio 10/04/2024

ID	Fund Source	Project Name	Current Stage	Portfolio Category	Current Overall Status Flag	Last Month Overall Status Flag	Business Case Approved	Practical Completion	All Years Original Approved Budget	All Years Revised Approved Budget	All Years Actuals	All Years EAC - Actuals plus Forecast
In Flight									\$406,350	\$448,247	\$247,464	\$450,857
190	CDC Projects - Construction	Union Court / Science 3 - Divisional Office Relocation	Adopt	Health & Safety / Compliance	Green - As Planned	Green - As Planned	Actual 09/12/20	Actual 08/07/22	\$4,637	\$4,637	\$4,946	\$4,996
162	CDC Projects - Construction	UOC Campus Redevelopment (UOCCR)	Deliver	Service / Asset Expansion	Amber - Managed	Amber - Managed	Actual 11/09/18	Forecast 31/03/26	\$178,305	\$233,931	\$80,616	\$252,681
174	CDC Projects - Construction	Te Rangihiroa Replacement	Deliver	Service / Asset Expansion	Green - As Planned	Green - As Planned	Actual 08/10/19	Actual 13/09/23	\$104,727	\$104,727	\$100,930	\$102,210
273	CDC Projects - Construction	Aquinas Extension	Deliver	Service / Asset Expansion	Amber - Managed	Red - Escalation	Actual 09/11/21	Actual 22/01/24	\$19,079	\$23,342	\$21,944	\$23,664
188	CDC Projects - Construction	Science 3 Sprinkler	Deliver	Health & Safety / Compliance	Green - As Planned	Green - As Planned	Actual 21/04/20	Forecast 30/04/24	\$3,887	\$3,887	\$2,736	\$2,836
196	CDC Projects - Construction	CApSc Building	Plan	Health & Safety / Compliance	Green - As Planned	Green - As Planned	Actual 13/10/20	Forecast 16/07/24	\$44,290	\$21,752	\$14,601	\$21,752
177	CDC Projects - Construction	Arana Seismic / Fire	Plan	Health & Safety / Compliance	Green - As Planned	Green - As Planned	Actual 14/03/22	Forecast 18/12/24	\$14,850	\$14,850	\$2,195	\$14,850
381	CDC Projects - Construction	Strategic Space Project - University Plaza and Otago Business School	Plan	Asset Preservation	Green - As Planned	Green - As Planned	Actual 29/11/22	Forecast 01/07/24	\$10,368	\$10,368	\$6,158	\$10,368
377	CDC Projects - Construction	UOW Lecture Theatre Strengthening	Plan	Health & Safety / Compliance	Green - As Planned	Green - As Planned	Actual 11/10/22	Actual 17/01/24	\$11,000	\$11,000	\$7,173	\$9,240
382	CDC Projects - Construction	UOW Link Block Further Adaptions	Plan	Health & Safety / Compliance	Green - As Planned	Green - As Planned	Actual 03/04/23	Actual 17/01/24	\$5,254	\$6,252	\$3,418	\$5,468
166	CDC Projects - Construction	Häkitekura	Plan	Service / Asset Expansion	Amber - Managed	Amber - Managed	Actual 12/11/19	TBD	\$9,723	\$13,271	\$2,629	\$2,629
392	CDC Projects - Construction	Workplaces of The Future	Plans / Reports /	Construction Other	Green - As Planned	Green - As Planned		TBD	\$155	\$155	\$120	\$162
413	OPEX	Signage and Wayfinding	Plans / Reports /	Construction Other				TBD	\$75	\$75		
Assessment									\$445	\$445	\$135	\$406
396	CDC Projects - Construction	UOW Academic Block Re-strengthening	Evaluate	Service / Asset Expansion	Amber - Managed	Green - As Planned	Forecast 31/07/24	TBD	\$400	\$400	\$129	\$400
TOTAL: CDC Projects - Construction									\$442,696	\$484,592	\$249,821	\$453,585

2024 Otago University ITS Portfolio 10/04/2024

ID	Fund Source	Project Name	Current Stage	Portfolio Category	Current Overall Status Flag	Last Month Overall Status Flag	Business Case Approved	Practical Completion	All Years Original Approved Budget	All Years Revised Approved Budget	All Years Actuals	All Years EAC - Actuals plus Forecast
In Flight									\$14,215	\$16,987	\$9,679	\$15,335
213	CDC Projects - IT & Strategic	Property+	Deliver	Facilities & Property Management	Green - As Planned	Green - As Planned	Actual 08/06/21	Forecast 29/11/24	\$4,281	\$6,929	\$4,284	\$6,918
93	CDC Projects - IT & Strategic	Otago Research Information System (ORIS)	Deliver	Research	Amber - Managed	Green - As Planned	Actual 23/11/22	Forecast 24/06/24	\$2,773	\$2,773	\$1,998	\$2,488
330	CDC Projects - IT & Strategic	SIEM/SOC	Deliver	Information Management	Green - As Planned	Green - As Planned	Actual 27/02/23	Forecast 28/06/24	\$1,511	\$1,531	\$1,378	\$1,482
92	CDC Projects - IT & Strategic	Research Outputs Management	Deliver	Research	Green - As Planned	Green - As Planned	Actual 12/09/22	Forecast 31/07/24	\$762	\$762	\$228	\$541
333	CDC Projects - Construction	UOW Access Management Upgrade	Deliver	Facilities & Property Management	Green - As Planned	Green - As Planned	Actual 28/11/22	Actual 22/12/23	\$288	\$288	\$141	\$241
60	CDC Projects - IT & Strategic	Otago Digital Workspaces	Plan	Information & Communication Technology Management	Amber - Managed	Amber - Managed	Actual 11/04/22	Forecast 05/12/24	\$3,962	\$4,065	\$1,358	\$3,372
384	CDC Projects - IT & Strategic	Cyber Security Immediate Works	Funding Pool	Information Management					\$339	\$339	\$293	\$293
Assessment									\$197	\$197	\$62	\$82
365	CDC Projects - IT & Strategic	Body Bequest Database	Evaluate	Learning & Teaching			Forecast 25/07/24	TBD	\$59	\$59	\$45	\$56
252	CDC Projects - IT & Strategic	IT Asset & Application Management	Evaluate	Information & Communication Technology Management			TBD	TBD	\$55	\$55	\$17	\$17
78	CDC Projects - IT & Strategic	Identity Access Management - IDaas Identity System	Evaluate	Information Management			Forecast 25/10/24	TBD				\$8
339	CDC Projects - IT & Strategic	Student Health, Wellbeing & Pastoral Care	Evaluate	Learning & Teaching			TBD	TBD				
403	CDC Projects - IT & Strategic	Curriculum Management	Evaluate	Learning & Teaching			TBD	TBD	\$83	\$83		
404	CDC Projects - IT & Strategic	Student Exchange & Mobility	Evaluate	Learning & Teaching			TBD	TBD				
TOTAL: CDC Projects - ITS									\$14,176	\$16,948	\$9,628	\$15,204

2024 Otago University Strategic Portfolio 10/04/2024

ID	Fund Source	Project Name	Current Stage	Portfolio Category	Current Overall Status Flag	Last Month Overall Status Flag	Business Case Approved	Practical Completion	All Years Original Approved Budget	All Years Revised Approved Budget	All Years Actuals	All Years EAC - Actuals plus Forecast
In Flight									\$24,588	\$26,828	\$11,596	\$25,142
334	CDC Projects - IT & Strategic	Web Transformation Phase 1: Transition	Adopt	Marketing Management	Green - As Planned	Green - As Planned	Actual 11/10/22	Actual 23/11/23	\$8,435	\$3,412	\$3,607	\$3,607
282	CDC Projects - IT & Strategic	CRSM Phase 2 - Service Management Foundation	Deliver	Business Capability Management	Amber - Managed	Amber - Managed	Actual 21/04/20	Actual 31/08/22	\$4,567	\$6,808	\$6,389	\$6,549
401	CDC Projects - IT & Strategic	Web Transformation Phase 2: Transform	Deliver	Marketing Management	Green - As Planned	Green - As Planned	Actual 11/10/22	Forecast 24/01/25		\$5,023	\$224	\$2,736
357	CDC Projects - IT & Strategic	Dental Hospital Improvement Project	Deliver	Supporting Services	Amber - Managed	Amber - Managed	Actual 27/02/23	Actual 31/03/24	\$1,975	\$1,975	\$978	\$1,363
246	CDC Projects - Additional	Air Travel	Plan	Facilities & Property Management	Amber - Managed	Amber - Managed	Actual 29/11/22	Forecast 31/10/27	\$9,125	\$9,125	\$214	\$8,456
202	CDC Projects - Additional	Net Zero Carbon	Funding Pool	Facilities & Property Management					\$485	\$485	\$106	\$2,231
Assessment									\$229	\$229	\$121	\$121
335	CDC Projects - IT & Strategic	Digital Learning Environment (DLE)	Evaluate	Learning & Teaching			Forecast 30/09/24	TBD	\$154	\$154	\$85	\$85
225	CDC Projects - IT & Strategic	Course and Programme Scheduling	Evaluate	Learning & Teaching			TBD	TBD			\$27	\$27
385	CDC Projects - IT & Strategic	Hazardous Goods	Evaluate	Governance, Risk & Compliance	Green - As Planned	Green - As Planned	Actual 11/12/23	TBD	\$75	\$75	\$9	\$9
412	CDC Projects - IT & Strategic	Enterprise Data Capability	Concept	Business Capability Management								
TOTAL: CDC Projects - Strategic									\$15,206	\$17,447	\$11,397	\$14,576
TOTAL: CDC Projects - Additional Approved									\$9,610	\$9,610	\$320	\$10,687

3. Exclusion of the Public

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Item 7	Capital Projects Report Part B
Item 8	CAPSC Refurbishment Project
Item 9	Sciences Programme Business Case
Item 10	UOC Campus Redevelopment Project
Item 11	Convener's Business

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Item 7	Capital Projects Report Part B	s9(2)(i) (j) and (k)
Item 8	CAPSC Refurbishment Project	s9(2)(i) (j) and (k)
Item 9	Sciences Programme Business Case	s9(2)(i) (j) and (k)
Item 10	UOC Campus Redevelopment Project	s9(2)(i) (j) and (k)
Item 11	Convener's Business	s9(2)(a), (i), and (k)

AND THAT Mr B N Trott, Mr G Roy, Mr P Wyffels, Mr J Hayes and Mr S Turnbull be permitted to remain at this meeting after the public has been excluded because of their knowledge of the University capital programme and/or specific capital projects. This knowledge is relevant to the matters to be discussed as these are concerned with the University capital programme and specific capital projects. The Registrar and Secretary to the Council, and the Deputy Secretary to the Council is also permitted to remain at the meeting for Items 4 - 11 so as to provide secretarial support and advice.