



Capital Works Projects Governance Policy

Date Policy will take effect

9th November 2016

Responsible Officer

Chief Operating Officer

Review date

October 2017

Purpose

A good governance framework and structure will not guarantee good outcome, but no framework or a bad structure will diminish the likelihood of project success. The purpose of this policy and associated framework is to provide coherence between corporate governance and project management processes. It will specifically provide a policy level mandate for the adoption of, and compliance with the Project Governance Framework for Capital Works Projects in order to ensure consistency of best practice across the portfolio of projects.

Organisational Scope

The scope of this policy is limited to the governance of medium - major capital works projects managed by the Campus Development Division or Property Services Division.

Content

All project participants (internal or external) are to govern or contribute to the governance (or planning of project governance) of University capital works projects in a manner consistent with the Project Governance Framework for Capital Works Projects.

Project Participants include (but not limited to):

- Project Sponsors
- Project Owners
- Chair - Project Steering Committees
- Members of the Project Steering Committees (PSC)
- Members of the Project Executive Planning Teams (EPT)
- Members of User Planning Teams
- Project or Programme Directors (internal or consultant)
- Project Managers (internal or consultant)
- Project Officers
- Project Procurement Officers
- Manager, Construction Health and Safety

Related Policies, Procedures and Forms

- Project Governance Framework - Capital Works Project - October 2016
- Project Risk Management Framework - Capital Works Projects

Contact for further information about this Policy

If you have any queries regarding the content of this policy or need further clarification, contact the Chief Operating Officer at coo@otago.ac.nz

Implementation Process

Person responsible	Project Participants
Communication strategy	Policy to be sent to relevant Directors within Operations Group, Capital Project Staff, Project Sponsors, Project Owners and Project Steering Committee Members.