

Capital Development Committee Part 1

Committee Room North, First Floor, Clocktower Building



24 September 2024 10:00 AM - 12:00 PM

Agenda Topic	Presenter	Page
Agenda		1
Part 1 - Open Committee		
1. Minutes To confirm Part 1 of the Minutes of a meeting of the Capital Development Committee held on 2 July 2024.	Confirmation	2
2. Capital Projects Report To receive a Campus Development and ITS Portfolio Report dated 10 September 2024.	Information	4
3. Exclusion of the Public 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.	Decision	8
4. Next Meeting The Capital Development Committee is scheduled to meet next on 26 November 2024.		



CAPITAL DEVELOPMENT COMMITTEE

Minutes of a meeting of the Capital Development Committee

2 July 2024

Present The Chancellor (Acting Convener), the Pro-Chancellor, the Vice-Chancellor, Mr B J Boyle (by video conference), Ms S L Ellison, Professor D L Hay and Associate Professor H Roberts and Mr S W Willis

Apologies Professor P Bremer

In attendance Mr A H Dawson (by video conference), Ms T Syddall (Director of Campus Development), Mr G Roy (Head of Campus Development), Mr J Hayes (Head of Transformation and Improvement), Mr S Turnbull (Chief Digital Officer), Mr P Wyffels (Head of Enterprise Project Management Office) and the Deputy Secretary to the Council

Ms N Weaver (Manager, Business Case Development) (Item 8)

Welcome Hon G M Robertson and Mr A Dawson (incoming Independent Chair) was welcomed to the Committee meeting

Part 1: Open Committee

1. Minutes Part 1 of the Minutes of the meeting of the Capital Development Committee held on 23 April 2024 were confirmed subject to a minor amendment.

2. Capital Projects Report – Part A

The Committee received a Campus Development and ITS Portfolio Report Part 1 dated 17 June 2024.

The Chief Operating Officer provided an update on projects including the UOC Campus redevelopment project, Aquinas Extension, Arana Seismic/ Fire, CAPSc Building, Strategic Space Project – PELC and University Plaza. Property+, SIEM/SOC, Hazardous Substances Inventory, Enterprise Forecasting and Planning, Digital Learning Environment, Air Travel and the Net

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 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 4	Part 2 of the Minutes of the Meeting of the Capital Development Committee held on 23 April 2024.
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	UOC Adaption Business Case
Item 9	Accommodation Masterplanning
Item 10	Tranche 1 Property Disposals
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 23 April 2024	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	UOC Adaption Business Case	s9(2)(i) (j) and (k)
Item 9	Accommodation Masterplanning	s9(2)(i) (j) and (k)
Item 10	Tranche 1 Property Disposals	s9(2)(i) (j) and (k)
Item 11	Convener's Business	s9(2)(a), (i), and (k)

AND THAT Ms T Syddall, Mr G Roy, Mr P Wyffels, Mr J Hayes, Mr S Turnbull and for Item 8 – Ms N Weaver 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 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 10/09/2024												
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									\$297,763	\$349,637	\$191,124	\$363,755
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	\$240,810	\$117,710	\$261,062
273	CDC Projects - Construction	Aquinas Extension	Deliver	Service / Asset Expansion	Amber - Managed	Amber - Managed	Actual 09/11/21	Actual 08/03/24	\$19,079	\$22,632	\$23,234	\$23,878
177	CDC Projects - Construction	Arana Seismic / Fire	Deliver	Health & Safety / Compliance	Amber - Managed	Amber - Managed	Actual 14/03/22	Forecast 18/12/24	\$14,850	\$14,850	\$7,421	\$14,337
188	CDC Projects - Construction	Science 3 Sprinkler	Deliver	Health & Safety / Compliance	Green - As Planned	Green - As Planned	Actual 21/04/20	Actual 15/08/24	\$3,887	\$3,887	\$2,907	\$2,910
196	CDC Projects - Construction	CApSc Building	Plan	Health & Safety / Compliance	Green - As Planned	Green - As Planned	Actual 13/10/20	Actual 16/08/24	\$44,290	\$22,918	\$16,090	\$22,918
166	CDC Projects - Construction	Häkitekura	Plan	Service / Asset Expansion	Amber - Managed	Amber - Managed	Actual 12/11/19	Forecast 31/12/26	\$9,723	\$13,271	\$2,845	\$13,271
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	Actual 01/07/24	\$10,368	\$10,368	\$9,168	\$9,919
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	\$7,340	\$7,371
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	\$4,251	\$4,251
402	CDC Projects - Construction	Maximising the Owheo Building	Plan	Service / Asset Expansion	Amber - Managed	Amber - Managed	Actual 16/04/24	Forecast 31/03/25	\$776	\$2,483	\$19	\$2,483
413	CDC Projects - Construction	Signage and Wayfinding	Plans / Reports /	Construction Other	Green - As Planned	Green - As Planned		Forecast 31/12/24	\$75	\$1,010		\$1,218
392	CDC Projects - Construction	Workplaces of The Future	Plans / Reports /	Construction Other	Green - As Planned	Green - As Planned		TBD	\$155	\$155	\$138	\$138
Assessment									\$400	\$400	\$214	\$289
396	CDC Projects - Construction	UOW Academic Block Re-strengthening	Evaluate	Service / Asset Expansion	Amber - Managed	Amber - Managed	Actual 31/07/24	Forecast 31/12/27	\$400	\$400	\$214	\$289
TOTAL: CDC Projects - Construction									\$333,980	\$385,854	\$193,441	\$366,148

2024 Otago University ITS Portfolio 10/09/2024												
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									\$15,749	\$22,165	\$11,969	\$19,455
213	CDC Projects - IT & Strategic	Property+	Deliver	Facilities & Property Management	Amber - Managed	Amber - Managed	Actual 08/06/21	Forecast 29/11/24	\$4,281	\$6,929	\$5,265	\$6,878
93	CDC Projects - IT & Strategic	Otago Research Information System (ORIS)	Deliver	Research	Amber - Managed	Amber - Managed	Actual 23/11/22	Forecast 17/09/24	\$2,773	\$2,773	\$2,668	\$3,050
330	CDC Projects - IT & Strategic	SIEM/SOC	Deliver	Information Management	Green - As Planned	Amber - Managed	Actual 27/02/23	Forecast 18/10/24	\$1,511	\$1,531	\$1,522	\$1,552
92	CDC Projects - IT & Strategic	Research Outputs Management	Deliver	Research	Green - As Planned	Green - As Planned	Actual 12/09/22	Actual 30/08/24	\$762	\$762	\$367	\$392
60	CDC Projects - IT & Strategic	Otago Digital Workspaces	Plan	Information & Communication Technology	Amber - Managed	Green - As Planned	Actual 11/04/22	Forecast 05/12/24	\$3,962	\$4,065	\$2,114	\$4,033
385	CDC Projects - IT & Strategic	Hazardous Substances Inventory	Plan	Governance, Risk & Compliance	Green - As Planned	Green - As Planned	Actual 06/05/24	Forecast 30/09/25	\$75	\$3,720	\$20	\$2,039
409	CDC Projects - IT & Strategic	Enterprise Forecasting and Planning	Plan	Business Capability Management	Green - As Planned		Actual 13/05/24	Forecast 13/05/25	\$1,880	\$1,880	\$10	\$1,355
420	CDC Projects - IT & Strategic	Dodd-Walls Review	Plans / Reports /	Governance, Risk & Compliance	Green - As Planned	Green - As Planned		TBD	\$206	\$206	\$4	\$155
Assessment									\$1,315	\$1,315	\$274	\$410
78	CDC Projects - IT & Strategic	Identity Access Management - IDaas Identity System	Evaluate	Information Management			Forecast 30/09/24	TBD	\$140	\$140	\$84	\$140
252	CDC Projects - IT & Strategic	IT Asset & Application Management	Evaluate	Information & Communication Technology			TBD	TBD	\$180	\$180	\$26	\$91
337	CDC Projects - IT & Strategic	Electronic Document & Records Management System (EDRMS)	Evaluate	Information Management	Green - As Planned	Green - As Planned	TBD	TBD	\$150	\$150	\$51	\$65
253	CDC Projects - IT & Strategic	Fieldwork / Off-site Activity	Evaluate	Governance, Risk & Compliance	Green - As Planned	Green - As Planned	TBD	TBD	\$52	\$52	\$63	\$63
365	CDC Projects - IT & Strategic	Body Bequest Database	Evaluate	Learning & Teaching			Actual 25/07/24	TBD	\$59	\$59	\$45	\$46
339	CDC Projects - IT & Strategic	Student Health, Wellbeing & Pastoral Care	Evaluate	Learning & Teaching			TBD	TBD	\$40	\$40	\$0	\$0
404	CDC Projects - IT & Strategic	Student Exchange & Mobility	Evaluate	Learning & Teaching			TBD	TBD				
406	CDC Projects - IT & Strategic	Dunedin Study	Evaluate	Research	Green - As Planned	Grey - Cancelled	TBD	TBD	\$370	\$370		
412	CDC Projects - IT & Strategic	Enterprise Data Capability	Concept	Business Capability Management					\$324	\$324	\$5	\$5
TOTAL: CDC Projects - ITS									\$17,064	\$23,480	\$12,244	\$19,865

2024 Otago University Strategic Portfolio 10/09/2024

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									\$16,888	\$22,152	\$10,363	\$23,099
282	CDC Projects - IT & Strategic	CRSM Phase 2 - Service Management Foundation	Deliver	Business Capability Management	Green - As Planned	Amber - Managed	Actual 21/04/20	Actual 31/08/22	\$4,567	\$6,808	\$6,796	\$6,801
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		\$3,023	\$1,432	\$2,776
357	CDC Projects - IT & Strategic	Dental Hospital Improvement Project	Deliver	Supporting Services	Amber - Managed	Amber - Managed	Actual 27/02/23	Forecast 30/09/24	\$1,975	\$1,975	\$1,158	\$1,373
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	\$8,047
250	CDC Projects - IT & Strategic	Robotic Process Automation	Plan	Business Capability Management	Green - As Planned	Green - As Planned	Actual 01/07/22	Actual 22/12/23	\$372	\$372	\$424	\$424
421	CDC Projects - IT & Strategic	Pae Tata Implementation	Plans / Reports /	Strategy Management	Green - As Planned	Green - As Planned		TBD	\$190	\$190	\$0	\$0
202	CDC Projects - Additional	Net Zero Carbon	Funding Pool	Facilities & Property Management					\$485	\$485	\$142	\$2,342
Assessment									\$237	\$237	\$336	\$336
335	CDC Projects - IT & Strategic	Digital Learning Environment (DLE)	Evaluate	Learning & Teaching			Forecast 30/09/24	TBD	\$154	\$154	\$300	\$300
403	CDC Projects - IT & Strategic	Curriculum Management	Evaluate	Learning & Teaching			Forecast 30/09/24	TBD	\$83	\$83	\$36	\$36
TOTAL: CDC Projects - Strategic									\$7,515	\$12,778	\$10,342	\$13,045
TOTAL: CDC Projects - Additional Approved									\$9,610	\$9,610	\$357	\$10,389

3. Exclusion of the Public

The Convenor 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, —

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Item 8	Digital Learning Environment Business Case
Item 9	Digital Strategy and Digital Roadmap
Item 10	Student accommodation
Item 11	UOC Adaption Business Case – Sensitivity Analysis
Item 12	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:-

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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):

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Item 8	Digital Learning Environment Business Case	s9(2)(i) (j) and (k)
Item 9	Digital Strategy and Digital Roadmap	s9(2)(i) (j) and (k)
Item 10	Student accommodation	s9(2)(i) (j) and (k)
Item 11	UOC Adaption Business Case – Sensitivity Analysis	s9(2)(i) (j) and (k)
Item 12	Convener’s Business	s9(2)(a), (i), and (k)

AND THAT Mr B Trott, Ms T Syddall, Mr P Wyffels, Mr G Roy, Mr S Turnbull, Mrs R AbuSafieh, Ms N Weaver, and Professors T Cooper and S Brock be permitted to remain at this meeting after the public has been excluded because of their knowledge of the matters to be discussed. The Registrar and Secretary to the Council and the Manager Copyright and Open Access (acting for the Deputy Secretary to the Council) are also permitted to remain at the meeting for Items 4 - 12 so as to provide secretarial support and advice.