Title

Subtitle

STRATEGIC ASSESSMENT

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Executive summary

[Provide a short summary of the proposed investment. Explain the proposal in narrative terms, generally following the main points of the body of the strategic assessment. For efficiency, minimise duplicating the body of the report.]

# Part 1 Problem

## Definition of the problem

[Explain in plain English the problem(s) that the investment is intended to solve. Present the cause of each problem, who is affected, and how they are affected. Describe the current service and the significance of the problem in this context.]

## Evidence of the problem

[Provide the evidence of both the cause and effect of the problem. Detailed quantitative evidence is not sought, but other facts or examples of the problem can be helpful.]

## Timing considerations

[Briefly explain why the problem should be solved by Government now rather than later.]

## Consideration of the broader context

[Explain whether similar needs exist either inside or outside your organisation that might be addressed together with this proposal.]

# Part 2 Benefits

## Benefits to be delivered

[Explain the key benefits that flow if the problem is solved. (These can be drawn from the investment logic map and benefit map if available.) Note any dis-benefits.]

## Importance of the benefits to Government

[Outline how or why the benefits reflect government and/or organisational policies, objectives or priorities.]

## Evidence of benefit delivery

[Define the measures to be used to show whether the benefits have been delivered.]

## Interdependencies

[Identify any key interdependencies for benefit delivery.]

# Part 3 Strategic response

## Method and criteria

[Outline the method and criteria used to select the strategic response. Identify assumptions and constraints used to inform the development of strategic options.]

## Strategic options analysis

[Explain the strategic options analysis process undertaken. Specifically, explain potential strategic interventions identified and the process involved in arriving at the strategic response. Note the expectation is a high level process, this will be rigorously tested if the proposal goes to full business case stage.]

| Strategic Interventions |
| --- |
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|  |
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|  |
|  |
|  |

Table X Summary of potential Strategic Interventions

## Strategic response

[Present the recommended strategic response. Note that you may choose to take one or two strategic responses forward for further consideration.]

# Part 4 Solution

## Solution options considered

[Describe the potential project options embraced by the proposed strategic response. Nominate the recommended project option.]

## Details of the recommended solution

[Describe the recommended solution, outlining its scope.]

## Cost estimates

[Provide high-level cost for the recommended solution expressed as a cost range ($x million -$y million). An indicative estimate of the full cost of the investment should be included with a brief description outlining the basis for this estimate and any key cost assumptions. Where the investment will result in substantial changes to output costs this should be noted.]

## Procurement strategy

[If known, nominate the preferred or possible procurement method(s). Evidence for its selection is not required.]

## Stakeholders

[Map the key stakeholders, their particular interests in relation to the recommended solution. Note it is not expected that agencies have consulted with all stakeholders at this time.]

| Stakeholder  | Interest |
| --- | --- |
|  |  |
|  |  |

Table X: Key Stakeholders

## Risk management

[List the key risks to the success of this investment (refer to the investment concept brief if available).]

| Risk | Description |
| --- | --- |
| [Insert wording from investment concept brief] | [Describe the risk]  |
|  |  |

Table X: Key risks to the success of this investment

## Governance arrangements

[If material to your proposal, outline the governance arrangements in place to progress this proposal to the next stage.]

## Timelines

[Identify any key timelines.]

## Next steps

[Explain the main areas of uncertainty to be resolved in the next stage (Stage 2: Prove).]

Appendix A: Investment logic map and concept brief

[‘Paste Special’ as an ‘Enhanced Metafile’ for optimum picture quality.]

Appendix B: Benefit map

[‘Paste Special’ as an ‘Enhanced Metafile’ for optimum picture quality.]