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. Present both:

* the investment proposal (problem, benefits and high level strategic response); and
* the development process required for which funding is being sought.

For efficiency, minimise duplicating the body of the report.

**Note**: this template is based on the strategic assessment template and is suitable for any project regardless of whether it is HVHR or not, noting that it is unlikely that funding will be provided to develop a business case for non-HVHR projects. If your proposal has progressed to the level of the preliminary business case, use the preliminary business case template with modifications equivalent to Section 3 and 4 of this template.]

# Part 1 Problem

## Definition of the problem

[Explain in plain English the problem(s) that the investment is intended to address. 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 in the business case.]

# 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

## Strategic response

[Present the indicative response. Note that given this submission is seeking funding to determine this it will be a high level concept not a detailed response.]

## Method and criteria for proposal development

[Describe the processes required to progress this proposal to through to full business case. Outline the method and criteria to be used to test the investment concept and derive the strategic response and solution. This might include pre-feasibility and feasibility studies, pilot studies, environmental investigations etc.]

## Schedule for proposal development

[Indicate the timelines for developing the investment proposal to full business case. This process description should include timelines and any decision points for government reconsideration prior to full business case consideration (e.g. once the preliminary business case is complete).

The government decision points will be used to confirm continuation of funding for project development and may occur outside the normal budget process.

Funding for the investment proposal will be based on consideration of the full business case in the normal budget process.]

# Part 4 Investment development

## Investment development funding requirement

[Based on the development process outlined in Part 3 provide and substantiate cost estimates for the tasks required to progress this proposal through the conceptualise and prove stages to full business case. This substantiation should include the basis for the estimate, an outline of inclusions and exclusions and any cost assumptions.

Note: details and substantiation of costs will not be required at the asset filtering stage but will be required at the budget funding stage. If sufficient detail is provided for the asset filtering stage, the submission can be used for both.]

## Stakeholders

[Map the key stakeholders and their likely engagement during the development phase. Note it is not expected that agencies will 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, particularly those issues to be investigated in the development process. (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

Appendix A: Investment logic map and concept brief

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

Appendix B: Benefit map

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