

BUSINESS CASE AND PROJECT ASSESSMENT CRITERIA

RISK VALUE	STRATEGIC CONTEXT	STAKEHOLDERS	JURISDICTION	SCOPE	COMPLEXITY	CAPABILITY AND CAPACITY	Value Score	>=\$250k	>=\$500k	>=\$1M	>=\$5M	>=\$10M
							5	Explicitly stated in University strategy. A critical initiative in Road to 2025.	Major Impact. Multiple stakeholders involved or impacted. Involves Stakeholders across all University Colleges and Shared Services, all students, Regulatory authorities.	involves complete delivery of services off-shore	Impacts all University, and critical stakeholders (e.g. Community, Industry). Multi-year programme of work, with multiple workstreams/projects,	Novel and innovative. Mission critical system, extensive links to other systems. Significant customisation of elements. New construction, greenfields development, complex heritage, complex and protracted procurement process.
4	Implied in University Strategy. Described in sub-strategy of Road to 2025.	Significant Impact. Multiple stakeholders involved or impacted. Impacts all Colleges and Shared Services. May include stakeholders in NZ and off-shore.	involves international collaboration and partial delivery of services off-shore	Directly impacts all University services. Project duration greater than 12 months, project team greater than 15, and multiple workstreams, or sub-projects exist.	Stable technology, new application. Some customisation. New or existing non-standard construction, and/or some heritage sensitivities. Standard procurement process.	Limited internal capability to undertake project, Significant outsourcing of external support and/or services. Dependent on lead contractor/supplier.	<=24	M	H	H	E	E
							<=18	L	M	H	E	E
							<=12	L	L	M	H	E
3	Enables University strategy. Described in University Annual Plan.	Moderate Impact. Multiple stakeholders, project involves multiple Colleges and/or Shared Services.	Involves international research collaboration	Indirectly impacts all University services. Project duration greater than 12 months, project team greater than 15.	Stable technology, new application. Routine data migration required. Standard configuration. New or existing facility non-standard construction. Standard procurement process	Moderate experience on medium scale projects using external support to supplement internal capability, but largely delivered by internal resourcing.	<=6	L	L	M	H	H
2	Supports University Strategy, identified as key strategic initiative in Division/College Plan.	Some impact. Stakeholders confined to one College, or one Shared Service	Involves in-bound international students. No jurisdiction issues.	Some impact across multiple Colleges or Shared Services. Project duration less than 12mths, and project team less than 15.	Stable proven technology. Standard configuration. New or existing standard construction. Standard procurement process.	Proven track record on small scale projects. Single supplier.						
1	Links to Departmental strategy	No material impact, stakeholders confined to departmental user	New Zealand based only	No significant impact on organisational services beyond immediate work group. Project timeline less than 6mths and project team less than 5.	No technology impact. No infrastructure impacts	Managed by in-house staff. No external resources or supplier support required.						
TOTAL	0	0	0	0	0	0						0

INSTRUCTIONS: (1) Assign a risk value for each criteria in the table to the left. Total all rows for Risk Score. Use Risk Score and Value of initiative to find the Risk Rating (L/M/H/E), then use this to determine the business case requirements in the table below.

RISK RATING	BUSINESS CASE REQUIREMENT
Extreme	Two Stage or Programme Business Case
High	Single Stage or Two Stage
Moderate	Single Stage or Single Stage (Light)
Low	Single Stage (Light)

For final determination, please refer to Table 1 in the Business Case Framework and Procedures.

Note: Projects greater than \$10M in whole-of-life cost are automatically extreme risk and require a Two Stage Business Case or a Programme Business Case.

(Print completed RPA form and attach with the business case)