|  |  |
| --- | --- |
| ACT Government Logo |  **Program/Precinct Business Case** |

|  |  |
| --- | --- |
| **Program/Precinct name:** |  |
| **Tier:**  |  |
| **Risk assessment (high/med/low):** |  |
| **Total estimated Program/Precinct capital cost (P90, $m, nominal):** |  |
| **Program/Precinct whole-of-life cashflow (P90, $m, nominal):**  |  |
| **Sponsoring Agency:** |  |
| **Sponsoring Minister:** |  |
| **Contact officer:** |  |
| **Business Case advisors:** |  |

This Program/Precinct Business Case template should be completed using the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case) on developing each section of the Business Case.

**Sign-off**

|  |  |
| --- | --- |
| Sponsoring Agency: |  |
|  | ***Print Name*** |
|  |  |
|  | ***Signature*** |

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# Guide to using the template

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| --- |
| * The Project Team should use this template to develop a Business Case for their Program/Precinct. The template *should not be used in isolation* but should be read and used alongside the [guidance](https://www.treasury.act.gov.au/capital-framework/prove/business-case) on developing each section of the Business Case
* This template should be used to develop a Business Case for a Program or Precinct only. Where the Project Team is including funding for one or more projects of the Program/Precinct within the Program/Precinct Business Case, the Project Team must also refer to the [project Business Case template](https://www.treasury.act.gov.au/capital-framework/resources/business-case-templates) to ensure that the required information for the individual project(s) is included within this Business Case
* ‘Key questions’ purple boxes are included at the beginning of each section in this template. The Project Team should answer the key questions provided in these boxes in each section. These boxes also provide the recommended appendices that the Project Team should include and any variations in the section’s requirements across Tiers
* ‘Key messages’ grey boxes are included at the beginning of each section in this template. The Project Team should use these boxes to highlight the key messages of each section
* An ‘Applicable Tiers’ diagram is presented at the beginning of each section (shown below). This diagram indicates which sections of the Business Case template the Project Team is required to complete for each Tier. The Project Team is not required to develop the section if the Tier that corresponds to the Program/Precinct is greyed out in the diagram. There may also be varying requirements across the three Tiers within the section. Any variations across the Tiers are described in the ‘key questions’ pop-out boxes at the beginning of each section of this template and in the pop-out boxes at the beginning of each section of the [Business Case Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case) (where relevant).
 |
|  Applicable Tiers: Tier 1, Tier 2 and Tier 3 Applicable Tiers: Tier 1 and Tier 2Applicable Tiers: Tier 1 |
| * A ‘Programs and Precincts’ diagram (shown below) is presented at the beginning of each section of the [Business Case Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case). This diagram indicates which sections of the Program/Precinct Business Case the Project Team must complete:
* The ‘tick’ diagram indicates that the Project Team is required to develop the section for the Program/Precinct Business Case
* The ‘star’ diagram indicates that the Project Team is required to develop the section for the Program/Precinct, however, there are varying requirements for a Program/Precinct Business Case compared to a project Business Case. These variations are described in the ‘key questions’ pop-out boxes at the beginning of each section and in the pop-out boxes at the beginning of each section of the Business Case Guidelines (where relevant)
* The ‘cross’ diagram indicates that the Project Team is not required to develop the section for the Program/Precinct Business Case.
 |
|  Applicable to Programs and Precincts Applicable to Programs and Precincts, however there are varying requirements for a Program/Precinct Busines Case compared to a project Business Case. Not applicable to Programs and Precincts |
| * If the Project Team is considering submitting their Program/Precinct to Infrastructure Australia for possible inclusion in the Infrastructure Priority List, they should refer to the [Infrastructure Australia *Assessment Framework* Mapping Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/infrastructure-australia). The Project Team should also refer to the Infrastructure Australia *Assessment Framework* - [Guide to program appraisal](https://www.infrastructureaustralia.gov.au/guide-program-appraisal) for additional information about the types and benefits of infrastructure programs, developing programs and how they assess programs
* If the Project Team is considering submitting their Program/Precinct to the Department of Infrastructure, Transport, Regional Development and Communications for possible funding under Part 3 of the *National Land Transport Act 2014,* they should refer to the [Project Proposal Report Mapping Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/project-proposal-report)
* In completing this template, the Project Team should:
	+ Answer the ‘key questions’
	+ Use the headings, sub-headings and tables that have been provided to guide the development of the Business Case
	+ Use charts or diagrams to convey Program/Precinct information where appropriate
	+ Summarise the key points in each section in the ‘key messages’ box at the beginning of each section
	+ *Delete* the ‘key questions’ boxes and ‘applicable Tier’ diagrams from the final version of the Business Case
* The Project Team must ensure that the necessary approvals and advice have been sought before submitting the Business Case, including a sign-off from the Sponsoring Agency.
 |

# Executive summary



## Introduction

## Needs Analysis

## Strategic and Policy Alignment

## Options Analysis

## Program/Precinct Scope

## Risk Analysis

## Delivery Model Analysis

## Financial Analysis

## Economic Appraisal

## Program/Precinct Governance

## Stakeholder Engagement Plan

## Timeline

# Introduction



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * What are the Program/Precinct’s objectives?
* Have there been any prior studies, analyses or activities undertaken in relation to this Program/Precinct? Please outline.
* What is the current state of the Program/Precinct? Please provide a brief overview of the Program/Precinct.
* What are the recommendations of the Business Case?

**Appendices required:** * None required.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/introduction) for developing this section of the Business Case.*The Project Team should delete this box from the final version of the Business Case.* |

|  |
| --- |
| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Overview

## Program/Precinct objectives

## Program/Precinct background

## Current state

# Needs Analysis



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * What is the overall statement of need for the Program/Precinct?
* What are the key problems or opportunities identified in the ILM (or subsequently)?
* What are the benefits of addressing the problems or realising the opportunities?
* What are the strategic responses to each of the problems or opportunities?
* What are the proposed solutions within those strategic responses?

**Appendices required:** * Where an ILW was undertaken, the Project Team should include any supporting documentation, such as the list of participants who attended and any other supporting notes (Appendix A - ILW supporting documentation)
* The Project Team is required to append a copy of the ILM to the Business Case (Appendix B - Investment Logic Map).

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/needs-analysis) for developing this section of the Business Case.*The Project Team should delete this box from the final version of the Business Case.* |

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| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Problem (or opportunity) and strategic responses

## Benefits

# Strategic and Policy Alignment



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * How does the Program/Precinct align with (and contribute to) Government and Agency commitments, policies, strategic vision and objectives?
* What are the major wellbeing impacts of the Program/Precinct (either positive or negative) and who are the affected groups?
* For each identified impact, what is its expected timing?
* Does the Program/Precinct provide synergies, benefits or efficiencies with other existing or planned projects, Programs or Precincts? If so, please explain.
* Does the Program/Precinct align with any relevant national policies, strategies, priorities and objectives and contribute to their achievement? If so, please list.

**Appendices required:** * The Project Team is required to attach the Wellbeing Impact Assessment completed for the Program/Precinct (Appendix C - Wellbeing Impact Assessment). Where different wellbeing impacts are identified for the projects of the Program/Precinct, a separate Wellbeing Impact Assessment should be completed.
* The Project Team may contact the Wellbeing Team in Policy and Cabinet Division at wellbeingfeedback@act.gov.au for further information about how to complete the Wellbeing Impact Assessment.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/strategic-and-policy-alignment) for developing this section of the Business Case.*The Project Team should delete this box from the final version of the Business Case.* |

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| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Alignment with Government commitments and policies

## Wellbeing Impact Assessment

## Alignment with other projects, Programs and Precincts

## Consideration of Commonwealth Government policies and priorities

# Options Analysis



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * What is the ‘Base Case’ (that is, what is a suitable and justifiable ‘do minimum’ or ‘Business-as-Usual’ option)?
* What is the strategic solution that best addresses the problems or opportunities, and realises the benefits identified in the ILM and/or Needs Analysis? Summarise why this is the case.
* What are the full range of Program/Precinct options that could be pursued to reach the recommended strategic solution?
* What evaluation criteria should be used in the MCA to assess the selected Program/Precinct options?
* Which Program/Precinct option provides the best fit against the agreed evaluation criteria in the MCA?
* Which Program/Precinct option is recommended based on the detailed assessments undertaken (including the Financial Analysis, Economic Appraisal and Wellbeing Impact Assessment)?
* What is the recommended staging option for the recommended Program/Precinct option?

**Appendices required:** * None required. The Project Team may append further information on the Options Analysis performed prior to the Business Case, where available.

**Variation for Programs and Precincts:** * For Program and Precinct Business Cases, the Project Team is required to undertake the full Options Analysis process outlined in the detailed [Options Analysis Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/options-analysis). The Project Team is required to perform a staging analysis, regardless of the Tier.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/options-analysis) for developing this section of the Business Case and the detailed [Options Analysis Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/options-analysis).*The Project Team should delete this box from the final version of the Business Case.* |

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| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## ‘Do minimum’ Base Case

## Strategic solutions

### Recommended strategic solution

## Program/Precinct options

### Evaluation criteria

### Program/Precinct options

### Recommended Program/Precinct option(s)

## Staging analysis

# Program/Precinct Scope



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * What is the detailed scope of the Program/Precinct?
* What are the specific components of the Program/Precinct scope and how does each address the need?
* In detailed terms, how does the Program/Precinct scope affect, depend on or integrate with any other projects, Programs or Precincts?

**Appendices required:** * The Project Team is required to attach the Functional Design Brief as an appendix (Appendix D - Functional Design Brief).

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/project-scope) for developing this section of the Business Case.*The Project Team should delete this box from the final version of the Business Case.* |

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| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Scope of works

## Scope of services

## Program/Precinct interdependencies

# Risk Analysis



|  |
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| **Key questions that the Project Team must answer in this section:**  |
| * What are the key risks identified during the risk analysis process? The Project Team should consider risks throughout the Program’s/Precinct’s life: planning, design, procurement, construction, operations, maintenance and decommissioning. These risks should include environmental and climate risks.

**Appendices required:*** The Project Team is required to attach the Risk Register as an appendix (Appendix E - Risk Register). For Tier 1 Programs/Precincts, where appropriate, the Risk Register for each shortlisted Program/Precinct option should be included.

**Variation across Tiers:** * For Tier 1 projects, the Project Team should quantify risks using stochastic techniques in order to develop a project contingency allowance. The Project Team should develop a contingency allowance for each shortlisted project option
* For Tier 2 projects, the Project Team is recommended to quantify risks using stochastic techniques; however, this should be tailored to suit the requirements of the project
* For Tier 3 projects, the Project Team is only required to provide a table of the key risks that informed the project’s Tier Allocation, and can quantify risks using deterministic techniques.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/risk-analysis) for developing this section of the Business Case and the detailed [Risk Analysis Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/risk-analysis).*The Project Team should delete this box from the final version of the Business Case.* |

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| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Risk analysis process

## Key Program/Precinct risks

# Delivery Model Analysis



|  |
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| **Key questions that the Project Team must answer in this section:**  |
| * What are the possible options for packaging / bundling the Program/Precinct projects? What is the recommended packaging / bundling strategy?
* What are the benefits of the possible packaging / bundling options?
* What are the potential delivery models that could be used for the implementation of the individual projects of the Program/Precinct? Questions that could be considered include:
* What are the key evaluation criteria and relevant issues that could affect the selection of the delivery model for the Program/Precinct projects?
* How can the key Program/Precinct risks be mitigated through delivery model selection (Refer to detailed [Risk Analysis Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/risk-analysis/risk-analysis-process))?
* Which delivery models are available that could be used to procure the projects of the Program/Precinct and how does each compare in terms of key criteria (e.g. value for money, mitigation of risk)?

**Appendices required:** * None required. Where relevant and available, further delivery model analysis can be included.

**Variation for Programs and Precincts:** * For Program and Precinct Business Cases, the Project Team should develop each sub-section with a focus on the overall Program/Precinct, however it may also consider the individual projects within the Program or Precinct if the delivery model is likely to differ (with consideration given to the requirements for each project’s Tier outlined below). The Project Team should also assess the possible options for packaging the projects within the Program or Precinct and the delivery models that are available to procure individual projects of the Program or Precinct.
* The Project Team does not need to identify a recommended contracting approach for Program and Precinct Business Cases.

**Variation across Tiers:** * For Tier 1 projects, the Project Team must complete a full assessment of potentially suitable models to determine the most appropriate delivery model
* For Tier 2 projects, the Project Team can conduct a less extensive analysis as it is unlikely to include consideration of most Integrated delivery models and some Relationship models
* For Tier 3 projects, the Project Team is only required to sufficiently document the recommended delivery model or contracting approach by using the ‘recommended delivery model’ sub-section. A full analysis of all the delivery models considered is not required.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/delivery-model-analysis) for developing this section of the Business Case and the detailed [Delivery Model Analysis Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/delivery-model-analysis).*The Project Team should delete this box from the final version of the Business Case.* |

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| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Assessment of packaging / bundling options

## Potential delivery models

# Financial Analysis



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| **Key questions that the Project Team must answer in this section:**  |
| * What are the estimated costs and contingencies for the overall Program/Precinct and for each project of the Program/Precinct?
* What are the estimated revenues for the overall Program/Precinct and for each project of the Program/Precinct?
* What are the key assumptions that the Project Team has made in developing the cost, revenue and contingency estimates?

**Appendices required:** * The Project Team should attach to the Business Case the cost estimates that have been prepared, where relevant (Appendix F - Cost estimates)
* The Project Team should attach any other supporting information that was used to inform the cost estimate. This may include a detailed annual cashflow profile, where available (Appendix G - Annual cashflow profile) and any modelling used to forecast the cashflows and costs for the shortlisted option(s) (Appendix H - Cashflow and cost modelling (Tier 1))

**Variation for Programs and Precincts:** * For Program and Precinct Business Cases, the Project Team is required to estimate the costs, revenues and contingency for each project of the Program or Precinct (with consideration given to the requirements for each Tier outlined below). The Project Team is only required to include the funding strategy and Budget implications of the first project of the Program or Precinct if they are seeking funding for it within this Program/Precinct Business Case.

**Variation across Tiers:** * The method for quantifying a contingency allowance varies across Tiers and is described in the detailed [Risk Analysis Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/risk-analysis)
* For Tier 1 and Tier 2 Programs/Precincts, the Project Team is recommended to engage appropriately qualified technical advisors / quantity surveyors to prepare capital costs. This is also recommended for whole-of-life costs
* For Tier 3 Programs/Precincts, the Project Team may choose to develop the estimated project capital cost and whole-of-life costs internally or by benchmarking the project option(s) against completed projects of a similar size and scope.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/financial-analysis) for developing this section of the Business Case.The Project Team should refer to the *Capital Project Expenditure Profile Model* and the *Capital Project Expenditure Profile Model User Guide* to develop realistic cost profiles if they have not been provided by appropriately qualified technical advisors / quantity surveyors. Please contact IFR for these models*The Project Team should delete this box from the final version of the Business Case.* |

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| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Estimated Program/Precinct capital cost

Table 1: Example estimated Program/Precinct capital cost (P90, $m, nominal)

| Cost item | Base Case | Option 1 (recommended option) | Option 2 | Option 3 |
| --- | --- | --- | --- | --- |
| **Capital costs** |  |  |  |  |
| [Project 1] |  |  |  |  |
| [Project 2] |  |  |  |  |
| [Project 3] |  |  |  |  |
| [Project 4] |  |  |  |  |
| **Total raw capital costs** |  |  |  |  |
| P90 contingency allowance |  |  |  |  |
| **Total P90 costs** |  |  |  |  |
| Escalation |  |  |  |  |
| **Total nominal capital costs** |  |  |  |  |
| **Other costs** |  |  |  |  |
| ACTIA costs |  |  |  |  |
| ACTGS costs |  |  |  |  |
| Other up-front costs |  |  |  |  |
| **Total estimated Program/Precinct capital funds required** |  |  |  |  |
| **Other costs (resources received free of charge)** |  |  |  |  |
| MPC fee |  |  |  |  |
| **Total estimated Program/Precinct capital cost** |  |  |  |  |

## Program/Precinct whole-of-life cashflows

Table 2: Example whole-of-life cashflows estimate (P90, $m, nominal)

| Cost item | [Selected year] | [Selected year] | [Selected year] |
| --- | --- | --- | --- |
| **Operating/maintenance/lifecycle costs** |  |  |  |
| [Project 1] |  |  |  |
| [Project 2] |  |  |  |
| [Project 3] |  |  |  |
| [Project 4] |  |  |  |
| **Total raw operating costs** |  |  |  |
| **Revenues** |  |  |  |
| [Project 1] |  |  |  |
| [Project 2] |  |  |  |
| [Project 3] |  |  |  |
| [Project 4] |  |  |  |
| **Total raw revenues** |  |  |  |
| P90 contingency allowance |  |  |  |
| **Total real operating cashflows** |  |  |  |
| Escalation |  |  |  |
| **Total nominal operating cashflows** |  |  |  |

## Program/Precinct contingency

Table 3: Example Program/Precinct capital contingency ($m, nominal)

| Cost item | P90 |
| --- | --- |
| Total raw capital costs |  |
| Contingency allowance |  |
| Total estimated Program/Precinct capital cost |  |
| **Contingency allowance as a proportion of total estimated Program/Precinct capital cost (%)** |  |

Table 4: Example Program/Precinct whole-of-life contingency ($m, nominal)

| Cost item | P90 |
| --- | --- |
| Total raw whole-of-life cashflows |  |
| Contingency allowance |  |
| Total Program/Precinct whole-of-life cashflows |  |
| **Contingency allowance as a proportion of Program/Precinct whole-of-life cashflows (%)** |  |

## Summary assessment

Table 5: Net Present Value (P90, $m, date)

| Cost item | Base Case | Option 1 (recommended option) | Option 2 | Option 3 |
| --- | --- | --- | --- | --- |
| Total estimated Program/Precinct capital cost |  |  |  |  |
| Whole-of-life cashflows (excluding capital costs) |  |  |  |  |
| **Total cashflow** |  |  |  |  |
| **NPV (Present value of the total cashflow for each option)** |  |  |  |  |
| **Incremental NPV (NPV of project option minus Base Case)** |  |  |  |  |

## Budget implications

*This section is only to be included when the Project Team is seeking funding for one or more projects of the Program/Precinct within this Business Case*

Table 6: Financial impacts summary (P90, $m, nominal) [[1]](#footnote-2)

|  | 2024-25 | 2025-26 | 2026-27 | 2027-28 | 2028-29 | Total |
| --- | --- | --- | --- | --- | --- | --- |
| Capital impacts |
| Capital injection |  |  |  |  |  |  |
| Capital inflows  |  |  |  |  |  |  |
| Capital offset – existing provision |  |  |  |  |  |  |
| New capital provision |  |  |  |  |  |  |
| MPC fee – resources received free of charge (if applicable)[[2]](#footnote-3) |  |  |  |  |  |  |
| Expense impacts |
| Expenses  |  |  |  |  |  |  |
| Expenses – offsets |  |  |  |  |  |  |
| Expenses – offsets – existing provision |  |  |  |  |  |  |
| New expense provision |  |  |  |  |  |  |
| Depreciation  |  |  |  |  |  |  |
| Revenue/Commonwealth contribution/savings impacts |
| Revenue |  |  |  |  |  |  |
| Commonwealth contribution |  |  |  |  |  |  |
| Savings |  |  |  |  |  |  |
| Staffing impact |
| Total additional FTEs (no.) |  |  |  |  |  |  |

## Funding and financing strategy

*This section is only to be included when the Project Team is seeking funding for one or more projects of the Program/Precinct within this Business Case. (Consideration should include the use of capital appropriation and/or alternative funding and financing mechanisms.)*

## Assumptions

Table 7: Key assumptions

| Assumption | Detail |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |

# Economic Appraisal



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * What is the Base Case and Program/Precinct Case(s) that will be assessed under the Economic Appraisal?
* What are the benefits, economic costs and Program/Precinct costs of each Program/Precinct option?
* What is the Benefit to Cost Ratio (BCR) and NPV of the Program/Precinct?
* What are the findings of the MCA and the distributional analysis?
* Which Program/Precinct option is expected to deliver the highest net benefit to the ACT community, commensurate with costs?

**Appendices required:** * For Tier 1 Programs/Precincts, the Project Team is required to attach a technical economics appendix which details the economic methodology applied and the detailed results of the analysis (Appendix I - Economic methodology (Tier 1)).

**Variation across Tiers:** * For Tier 1 and Tier 2 Programs/Precincts, the Project Team needs to conduct a full Economic Appraisal through CBA and MCA for each of the shortlisted Program/Precinct options to further inform the Options Analysis
* For Tier 3 Programs/Precincts, the Project Team is not required to undertake a full CBA for each Program/Precinct Case. The Project Team should include the following in the Economic Appraisal chapter:
	+ A definition of the Base Case and Project Case (the recommended Program/Precinct option identified in the Options Analysis section)
	+ A description of the set of benefits and economic costs that the Program/Precinct would be expected to generate
	+ A description of the costs of the Program/Precinct.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/economic-appraisal) for developing this section of the Business Case and the detailed [Economic Appraisal Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/economic-appraisal).*The Project Team should delete this box from the final version of the Business Case.* |

|  |
| --- |
| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Base Case

## Program/Precinct Case

## Assumptions and methodology

Table 8: Key assumptions

| Assumption | Detail |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |

## Program/Precinct costs

Table 9: Example Program/Precinct cost summary table (P50, $m, real, discounted)

| Cost item | Option 1 (recommended option) | Option 2 | Option 3 |
| --- | --- | --- | --- |
| Capital costs |  |  |  |
| Operation and maintenance costs |  |  |  |
| **Total P50 Program/Precinct cost** |  |  |  |

## Benefits and economic costs

Table 10: Example benefit and economic cost summary table ($m, real, discounted)

| Benefit and economic cost category | Option 1 (recommended option) | Option 2 | Option 3 |
| --- | --- | --- | --- |
|  |  |  |  |
|  |  |  |  |
| **Total Program/Precinct benefits and economic costs** |  |  |  |

## Non-monetised benefits and economic costs

## Distributional analysis

## Results

Table 11: Example results summary table (P50, $m, real, discounted)

| Benefit category | Option 1 (recommended option) | Option 2 | Option 3 |
| --- | --- | --- | --- |
| **Program/Precinct costs** |  |  |  |
|  |  |  |  |
| **Program/Precinct benefits** |  |  |  |
|  |  |  |  |
| **Program/Precinct economic costs** |  |  |  |
|  |  |  |  |
| **Results** |  |  |  |
| **NPV** |  |  |  |
| **BCR** |  |  |  |

## Sensitivity analysis

Table 12: Sensitivities (P50, $m, real, discounted)

| Category | Option 1 (recommended option) | Option 2 | Option 3 |
| --- | --- | --- | --- |
| **NPV** | **BCR** | **NPV** | **BCR** | **NPV** | **BCR** |
| **Economic results** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Sensitivities – Discount rate** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Sensitivities - Benefits** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Sensitivities - Costs** |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

# Program/Precinct Governance



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * What is the governance structure that is recommended for the Program/Precinct, across the stages of the Infrastructure Investment Lifecycle?
* Which governance bodies and groups are recommended for the Program/Precinct?
* What are the roles and responsibilities of each stakeholder involved in the governance structure?
* What Agencies should be represented on governance bodies and groups?

**Appendices required:** * None required.

**Variation for Programs and Precincts:** * For Program and Precinct Business Cases, the Project Team is required to present the recommended governance structure for the entire Program or Precinct. The Project Team should also present the governance structure for each individual project within the Program or Precinct, where the structure is different and already known.

**Variation across Tiers:** * For Tier 3 Programs/Precincts, the Project Team is only required to outline the proposed governance structure for the Program/Precinct.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/project-governance) for developing this section of the Business Case and the detailed [Project Governance Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/detailed-technical-guidance/project-governance).*The Project Team should delete this box from the final version of the Business Case.* |

|  |
| --- |
| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Recommended governance structure

## Key bodies

## Governance roles and responsibilities

# Stakeholder Engagement Plan



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * Who are the stakeholders for this Program/Precinct?
* What is the nature or extent of the potential impacts or benefits of the Program/Precinct on these stakeholders?
* What level of engagement has the Project Team undertaken with stakeholders, particularly during the Business Case stage in the development of the recommended solution?
* What is the outcome of stakeholder engagement as at the date of the Business Case?
* What is the Stakeholder Engagement Plan and ongoing Communication Strategy for the later stages of the Program/Precinct?

**Appendices required:*** For Tier 1 and Tier 2 Programs/Precincts, the Project Team is required to attach a copy of the Stakeholder Engagement Plan and the Communication Strategy as an appendix (Appendix J - Stakeholder Engagement Plan and Communication Strategy (Tier 1 and Tier 2)).

**Variation across Tiers:** * This section is mandatory for Tier 1 and Tier 2 Programs/Precincts, as well as Tier 3 Programs/Precincts that the Project Team identified in **Stage 1 – Develop** of the *Capital Framework* as requiring additional stakeholder analysis.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/stakeholder-engagement-plan) for developing this section of the Business Case.*The Project Team should delete this box from the final version of the Business Case.* |

|  |
| --- |
| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Stakeholder identification

## Outcome of stakeholder engagement to date

## Communication Strategy

# Timeline



|  |
| --- |
| **Key questions that the Project Team must answer in this section:**  |
| * What are the key milestones and timeframes associated with each stage of implementation, including key decision and approval points?
* What are the task dependencies or interdependencies?
* What are the Program/Precinct risks, constraints and deadlines relating to the Program/Precinct timeline?
* Has the Project Team identified any independent assurance requirements?

**Appendices required:** * The Project Team is required to attach a copy of the Program/Precinct timeline as an appendix (Appendix K - Program/Precinct timeline).

**Variation for Programs and Precincts:** * For Program and Precinct Business Cases, the Project Team is required to present the timeline for each of the various projects of the Program or Precinct.

The Project Team must refer to the [Guidelines](https://www.treasury.act.gov.au/capital-framework/prove/business-case/timeline) for developing this section of the Business Case.*The Project Team should delete this box from the final version of the Business Case.* |

|  |
| --- |
| **Key Messages** |
| * The Project Team should include an overview of the key messages
 |

## Program/Precinct Timeline

Table 13: Implementation milestones and timeframes

|  |  |
| --- | --- |
| Milestones | Date to be completed |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Final completion date:** |  |

## Program/Precinct decision points

## Recommended float

## Program/Precinct timeline risks, dependencies, constraints and/or deadlines

## Program/Precinct timeline assumptions

Appendices

The Project Team are recommended to include the following appendices. Where the Project Team has undertaken further analysis, they should append this additional information to the Business Case.

* 1. ILW supporting documentation
	2. Investment Logic Map
	3. Wellbeing Impact Assessment
	4. Functional Design Brief
	5. Risk Register
	6. Cost estimates
	7. Annual cashflow profile
	8. Cashflow and cost modelling (Tier 1)
	9. Economic methodology (Tier 1)
	10. Stakeholder Engagement Plan and Communication Strategy (Tier 1 and Tier 2)
	11. Program/Precinct timeline

1. Please add additional lines for offsets where required; for example, where there are multiple discrete offsets for funding components. [↑](#footnote-ref-2)
2. Please contact FABG analyst for or additional detail as to how MPC related fees should be incorporated. [↑](#footnote-ref-3)