



Gateway's structured methodology

Gate	Outcomes & Objectives	Stakeholders	Context	Project Management	Risk	Resourcing
1. Strategic Assessment						
Is the business need understood with the key objectives and outcomes identified?	Will the objectives and outcomes of the project contribute to the agency's strategic direction?	Do stakeholders support the project?	Have the project's objective and outcomes been considered within the wider context of other agency/government projects/programs?	Is there a process in place to lead, manage and monitor the project?	Is there a process to identify, monitor, report and action risks?	Are there provisions for financial and other resources for the life of the project?
2. Business Case						
Does the business case provide assurance that the proposed approach is achievable and likely to deliver the business requirements?	Is the scope clear and realistic?	Are stakeholders on board?	Have the agency's strategic plans or government policies and initiatives been considered?	Are key roles and responsibilities defined in a project structure? Are timelines for deliverables achievable?	Have major risks been identified? Is there an active risk management plan?	Are there plans for the next stage (eg. operation, maintenance etc.)? Are these included in the business case?
3. Readiness for Market						
Is the procurement approach robust and appropriate to deliver the project's requirements?	Are the objectives and outcomes aligned to the business case and agency context?	Are stakeholders committed to the project's success?	Has relevant policy/legislation been incorporated in the procurement process?	Is there a realistic project plan through to delivery with adequate financial and project controls in place?	Is risk actively being managed?	Will resources and capabilities be available for future phases of the project?

4. Tender Decision

Does the preferred tenderer meet the requirements of the business case and organisational need?	Will the recommended contract deliver the specified outcomes on time, within budget and provide value for money?	Is there continuing support for the project?	Is the business ready for change, implementation and transition to service?	Is there a process to manage the project and contract? Are roles and responsibilities understood?	Has the risk management plan been shared with suppliers/delivery partners?	Does the project have resources with skills and experience to achieve the intended outcome?
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5. Readiness for Service

Is the business ready to implement the services and business change?	Will the original business benefit be achieved by implementation of the service and/or business change?	Is the implementation supported by stakeholders?	Is the business case still valid and unaffected by internal or external change within the agency or Government?	Are there adequate processes in place to manage the project to implementation and operation? Are there adequate processes in place to manage supportive contracts?	Are risks being managed to minimise impact on implementation? Are relevant stakeholders aware of these risks and their impact?	Are there adequate resources for the implementation of services and business change?
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6. Benefits Evaluation

Have the expected benefits been delivered?	Is the business case justification for change still realistic and business need valid?	Are the benefits accepted by stakeholders and in line with expectations?	Have the benefits been assessed against the business need of the contract or changing business needs?	Are processes in place to manage the project to a defined conclusion?	Is there a process to manage risk in terms of changing business needs?	Have resources for ongoing management of the contract or business change been confirmed? Are these resources adequate?
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