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| **BUSINESS CASE REVIEW: Panel Report and Recommendations** *(For projects with a procurement value of one hundred thousand dollars or greater in value but less than two million dollars in value)* |
| **Project Title:**  | **Public Authority:**  | **Estimated Procurement Value of Project: $** |
| **Name and Titles of Business Case Developer(s):**  | **Date Business Case submitted for Review:**  |
| ***1. Does the business case make a compelling case for change and does the proposal provide strategic fit? (the Strategic Case)***Comments: Any actions/improvements required: |
| ***2. Is the proposed solution in the business case the best choice for realizing optimal benefits for the public? (The Economic Case)***Comments:Any actions/improvements required: |
| ***3. Does the business case explain what services, supplies or works are required for the successful delivery of the proposed solution, and does it demonstrate how they can be procured successfully and in accordance with the Procurement Law and Regulations? (The Commercial Case)***Comments:Any actions/improvements required: |
| *4.* ***Does the business case clearly set out all the capital and revenue requirements of the proposed solution and available funding sources, and does it demonstrate that the proposed solution is affordable within budget? (The Financial Case)****Comments:*Any actions/improvements required: |
| ***5. Does the business case demonstrate that the necessary project or programme arrangements are in place for successful delivery of the proposed solution? (The Management Case)***Comments: Any actions/improvements required: |
| **PANEL DECISIONS AND RECOMMENDATIONS**In assessing project viability, the panel has reviewed the business case and evaluated the viability of the proposed solution based on the information provided in the business case and all associated documentation.**Panel Decisions**: 1. This project is/is not viable (*list key justifications*).2. The business case meets requirements in some/all key respects (*list any key improvements required before the business case can progress).* **Recommendation:** This project should be: 1. approved to progress to the next stage. **Or**
2. deferred, pending improvements to the Business Case. **Or**
3. terminated.
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| **DATE OF REVIEW:**  |
| **BUSINESS CASE REVIEW PANEL:** |
| **Name**  | **Signature**  | **Title/Employer**  |
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