

GATEWAY PROJECT ASSESSMENT TOOL

For each question tick the box that best describes your project.

If your project/program has the following budget it automatically qualifies for a Gateway review:	Yes	No
My project/program's total cost (not annual) is greater than: <ul style="list-style-type: none"> • \$10 million for ICT projects • \$100 million for infrastructure projects, services or programs. 		

Alternatively, if you tick **yes** to four or more of the following criteria you should contact the Gateway unit to discuss a review.

	Yes	No
My project/program is a prerequisite for the successful delivery of a major public service or policy initiative or it is considered critical to the operation of my organisation or Government.		
My project/service/program is innovative with likely outcomes that are significantly different to previous projects completed by my agency.		
My project/service/program delivery is dependent on input from a relatively immature/inexperienced market for at least one major component of the project.		
My project team is relatively inexperienced in undertaking this type of project.		
My project/service/program requires significant and/or complex integration with other projects.		
My project/service/program requires significant and possibly disruptive impact on others (e.g. public, other staff) or business processes during its development or implementation.		
There are stakeholders whose buy-in is critical and whose actions or lack of actions could seriously impact on my project/program's success (e.g. regulators, legislators, heritage groups, environmental groups, traditional land owners, etc.).		

GATEWAY REVIEW PROCESS

The Gateway Review Process (Gateway) is a project assurance methodology designed to support the effective development, planning, management and delivery of high risk/high value projects, services and programs. The Gateway unit in the Department of Finance manages reviews to assist agencies improve project delivery performance.

Gateway involves short, intensive reviews at six critical decision points, or gates, in the project life cycle. Reviews are undertaken by a team of three or four accredited Gateway reviewers independent to the project who apply a structured, proven methodology of probing the 'health' of the project. Gateway reviews provide assurance to the Senior Responsible Owner that the project is on track to achieve delivery performance. The Gateway process is depicted overleaf.

These projects and programs automatically qualify for a Gateway review:

- infrastructure projects (hospitals, rail, road, port developments) and programs or services greater than \$100 million
- ICT procurements or business changes processes greater than \$10 million.

GATEWAY PROJECT ASSESSMENT TOOL

The Gateway Project Assessment Tool provides a checkpoint to assist agencies determine whether projects, services or programs that fall outside the Gateway value threshold should be considered for a review. The tool is appropriate for construction, ICT and property development projects or policy and service change programs.

To complete the checklist tick the box that best describes the project overall. If you tick **yes** to four or more criteria you should contact the Gateway unit to discuss a review for your project.

GATEWAY METHODOLOGY

Gate 1

STRATEGIC ASSESSMENT

To confirm business strategy and need

Gate 2

BUSINESS CASE

To confirm business justification

Gate 3

READINESS FOR MARKET

To confirm procurement method and sources of supply

Gate 4

TENDER DECISION

To confirm investment decision

Gate 5

READINESS FOR SERVICE

To confirm the readiness of the organisation to implement the business changes and transition to service

Gate 6

BENEFITS EVALUATION

To confirm 'in service' benefits and contract management



Government of **Western Australia**
Department of **Finance**
Government Procurement

Gateway

Project Assessment Tool

Helping your projects succeed
on time on budget



Government of **Western Australia**
Department of **Finance**
Government Procurement

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