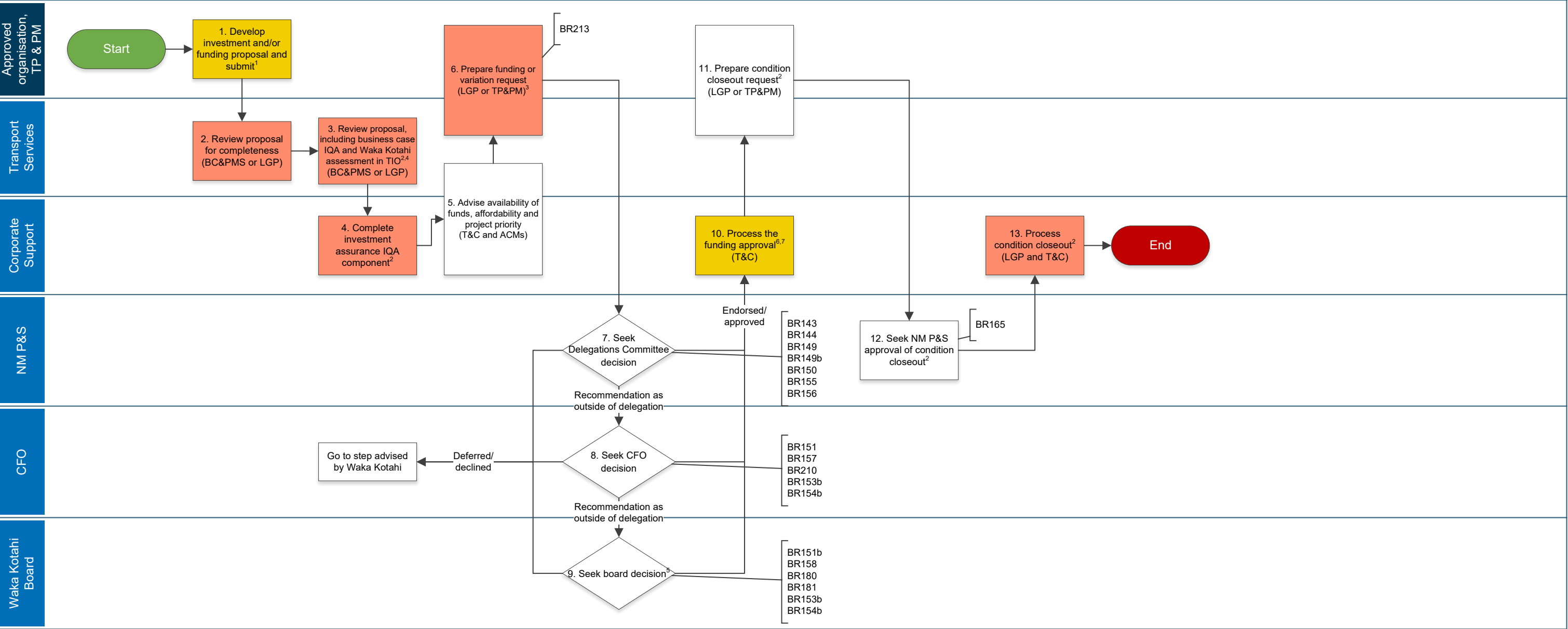


Funding approvals and funding variations

Process diagram



Outside the system

SAP & TIO
(AOs only use TIO, PMs also use SAP)

SAP

TIO

Planview

AIP

Waka Kotahi NZ Transport Agency team/role abbreviations

Transport Services (TS): Local Government Partnership (LGP), Business Case and Project Management Standards (BC&PMS), Transport Planner & Project Manager (TP&PM), Activity Class Managers (ACM), National Manager Programme & Standards (NM P&S)

Corporate Support (CS): Investment Assurance, Treasury and Cashflow (T&C), Chief Financial Officer (CFO)

Other abbreviations

NLTP: National Land Transport Programme

AO: Approved organisation

SAP: System Analysis Program Development; Waka Kotahi financial management system

TIO: Transport Investment Online; system for managing funding applications and approvals

AIP: Automated Invoice Processing; Waka Kotahi system for invoice processing

IQA: Investment Quality Assurance

AMP: Activity management plan

Footnotes

¹ This process is applicable for investment and funding proposals, and for funding variations and price level adjustments. All organisations and NZTA (for its own activities) must use the principles of the Business Case Approach to develop a fit-for-purpose business case to support investment proposals for funding from the NLTF. You should discuss and confirm the correct requirements and any exemptions with your investment advisor.

² Applicability of step is circumstantial and is not required for all applications

³ Funding or variation request must be submitted in TIO before the request can be approved.

⁴ An IQA is not required for point of entry assessment. In some cases the point of entry will proceed directly to step 7 following assessment

⁵ Few applications require progression through the board for endorsement or approval

⁶ No funding endorsement is required for a point of entry to strategic case recommendation

⁷ Conditions precedent are closed out prior to step 10 for Waka Kotahi projects, due to system limitations

- Business delegation short descriptions**

Business rules relevant to the above process prescribe the endorsement / approval path for funding approval and funding variation applications. Business rules can change frequently.

National Manager Programme & Standards delegations

BR150 Endorsement of programme business case up to \$50m

BR155 Endorsement of single stage business case up to \$1m

BR156 Endorsement of single stage business case up to \$15m

BR165 Approval of funding condition fulfilment

Senior Manager System Planning delegations

BR143 Approval to proceed with, and funding for, strategic case development

BR144 Approval to proceed with, and funding for, programme business case development

BR149 To endorse the point of entry for all projects

BR149b To endorse a strategic business case
- Board delegations

BR151b Endorsement of programme business case > \$100m

BR158 Approval of single stage business case >\$50m

BR180 Endorsement of packages of activities >\$100m

BR181 Approval of programme business case or AMP >\$100m

BR153b Approval of a material project scope change

BR154b Approval of any increase in project or activity funding

Chief Financial Officer delegations

BR151 Endorsement of programme business case up to \$100m

BR157 Endorsement of single stage business case up to \$50m

BR210 Approval of funding and funding variations for any phase up to \$50m

BR153b Approval of a material project scope change

BR154b Approval of an increase in project or activity funding
- Other delegations

BR213 Confirmation that business case meets the business requirements (PI Manager or project sponsor)

Note: This is a live document and is subject to change.