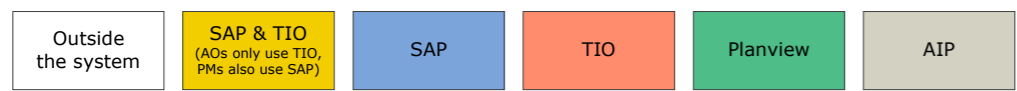
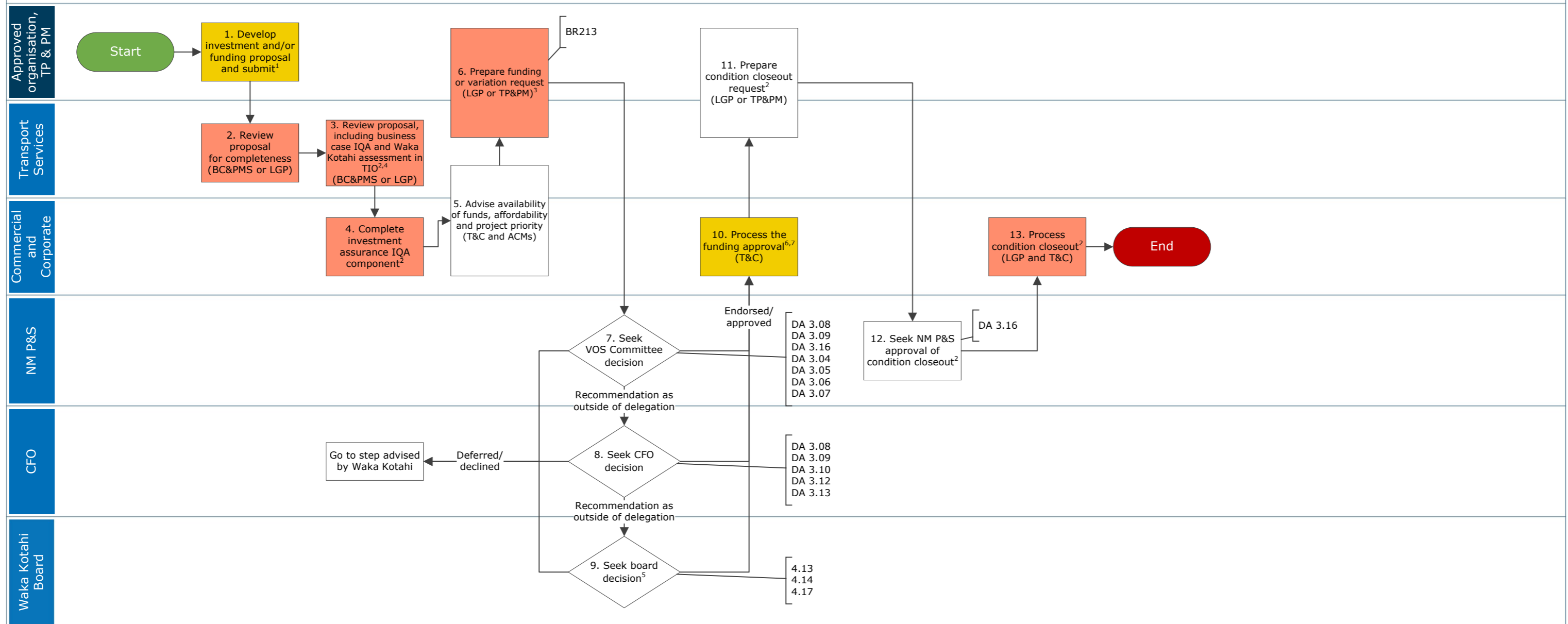


# NLTP funds management processes

## Funding approvals and funding variations



### 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)

Commercial and Corporate (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

VOS: Value, Outcomes & Scope

### Footnotes

<sup>1</sup> This process is applicable for investment and funding proposals, and for funding variations and price level adjustments

<sup>2</sup> Applicability of step is circumstantial and is not required for all applications

<sup>3</sup> Funding or variation request must be submitted in TIO before the request can be approved.

<sup>4</sup> 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

<sup>5</sup> Few applications require progression through the board for endorsement or approval

<sup>6</sup> No funding endorsement is required for a point of entry to strategic case recommendation

<sup>7</sup> 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

DA 3.08 Endorsement of programme business case up to \$50m

DA 3.09 Endorsement of single stage business case up to \$1m

DA 3.16 Approval of funding condition fulfilment

#### National Manager Policy & System Planning delegations

DA 3.05 Approval to proceed with, and funding for, strategic case development

DA 3.07 Approval to proceed with, and funding for, programme business case development

DA 3.04 To endorse the point of entry for all projects

DA 3.06 To endorse a strategic business case

### Board delegations

4.13 Endorsement of programme business case > \$100m

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

4.14 Endorsement of packages of activities >\$100m

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

Approval of a material project scope change

Approval of any increase in project or activity funding

### Chief Financial Officer delegations

DA 3.08 Endorsement of programme business case up to \$100m

DA 3.09 Endorsement of single stage business case up to \$50m

DA 3.12 Approval of funding and funding variations for any phase up to \$50m

DA 3.10 Approval of a material project scope change

DA 3.13 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)

DA 3.09 Endorsement of single stage business case up to \$15m

(Snr Mgr OPP&Performance or Snr Mgr OPP&Intelligence)

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