IT Project Guidance

Glossary of IT Specific Terms:   
Business Case Development

Version:

0.2

## Description

This glossary contributes to the organisation’s internal Body of Knowledge (BOK) by providing working definitions of terms, acronyms, and key phrases used within a specific domain or aspect of IT. Its intent is to reduce misinterpretation, support shared understanding, and assist in the consistent framing of discovery, definition, and design activities. While terms may evolve over time or vary across contexts, this glossary serves as a common reference to improve clarity and alignment within and across projects.

## Synopsis

This glossary includes the meanings of acronyms and industry terms commonly used throughout the process of developing Business Cases.

## Contents

[Description 1](#_Toc150844238)

[Synopsis 1](#_Toc150844239)

[Contents 2](#_Toc150844240)

[Introduction 3](#_Toc150844241)

[Objective 3](#_Toc150844242)

[Terms & Acronyms 4](#_Toc150844243)

[Service Accreditation and Governance Terms & Acronyms 4](#_Toc150844244)

[Accreditation 4](#_Toc150844245)

[ATO 4](#_Toc150844246)

[Authority to Operate 4](#_Toc150844247)

[C&A 4](#_Toc150844248)

[Certification & Assurance 4](#_Toc150844249)

[C&A Memo 4](#_Toc150844250)

[Certification 5](#_Toc150844251)

[Controls Validation Audit 5](#_Toc150844252)

[Control Validation Plan (CVP) 5](#_Toc150844253)

[CVA: 5](#_Toc150844254)

[CVP 5](#_Toc150844255)

[Provisional ATO 5](#_Toc150844256)

[Residual Risks 5](#_Toc150844257)

[Simple Risk 5](#_Toc150844258)

[Security Risk Assessment (SRA) 5](#_Toc150844259)

[SRA 6](#_Toc150844260)

[SRMP 6](#_Toc150844261)

[STA 6](#_Toc150844262)

[System Threshold Analysis (STA) 6](#_Toc150844263)

[Appendices 7](#_Toc150844264)

[Appendix A - Document Information 7](#_Toc150844265)

[Versions 7](#_Toc150844266)

[Images 7](#_Toc150844267)

[Tables 7](#_Toc150844268)

[References 7](#_Toc150844269)

[Review Distribution 7](#_Toc150844270)

[Audience 7](#_Toc150844271)

[Diagrams 7](#_Toc150844272)

## Introduction

## Objective

To develop a common understanding of terms used to deliver services with an IT component.

# Acronyms

#### 5CM

: Five Case Model

#### SRO

: Senior Responsible Officer

#### BBC

: Better Business Case

## Terms

#### Better Business Cases

: a Methodology that provides objective analysis in a consistent format for decision makers, providing better comparability and transparency to support investment decisions.[[1]](#footnote-2)

#### Five Case Model

: adopted by the G20 in 2018, it is the international organising framework for infrastructure projects. Composed of 5 cases developed in increasing detail at each business case perspectives:

* Strategic case: is there a need for investment
* Economic case: does the investment offer value for money
* Commercial case: is the investment viable
* Financial case: is the investment affordable
* Management case: is the investment achievable

#### Investment life cycle

: composed of the following stages:

* Strategic Assessment
* Indicative Business Case
* Detailed Business Case
* Implementation Business Case

Programmes

Projects

Appendices

Appendix A - Document Information

### Authors & Collaborators

Author: Sky Sigal, Solution Architect

### Versions

* 1. Initial Draft
  2. Minor corrections

### Images

**No table of figures entries found.**

### Tables

**No table of figures entries found.**

### References

**There are no sources in the current document.**

### Review Distribution

The document was distributed for review as below:

|  |  |
| --- | --- |
| Identity | Notes |
| Sandy Britain, Enterprise Architect |  |
| Amy Orr, Data Architect |  |
| Roger Govind, Security Architect |  |
| Archana Sahani, Business Analyst |  |
| Dijana Sneath, Business Analyst |  |
| Vincent Weirdsma, Lead Developer |  |

### Audience

The document is technical in nature, but parts are expected to be read and/or validated by a non-technical audience.

### Diagrams

Diagrams are developed for a wide audience. Unless specifically for a technical audience, where the use of industry standard diagram types (ArchiMate, UML, C4), is appropriate, diagrams are developed as simple “box & line” monochrome diagrams.

1. [Better Business Cases | The Treasury New Zealand](https://www.treasury.govt.nz/information-and-services/state-sector-leadership/investment-management/better-business-cases) [↑](#footnote-ref-2)