

Governance and management for capital infrastructure programs and projects

Policy

QH-POL-359-2015

1. Statement

The Department of Health shall effectively govern and manage capital infrastructure programs and projects to ensure value-for-money and fit-for-purpose infrastructure is established for the delivery of health services.

2. Purpose

The intent of the policy is to effectively manage investment in capital infrastructure programs/projects by rigorously applying the governance and management methodologies in accordance with the associated supporting standard.

3. Scope

This policy applies to all employees, contractors and consultants within the Department of Health divisions and commercialised business units.

This standard can be used by Hospital and Health Services either as is, by re-branding or as a base for a Hospital and Health Service specific policy.

4. Principles

Department of Health program/project governance is underpinned by:

- accountability – being answerable for decisions and having meaningful mechanisms in place to ensure the program/project adheres to all applicable standards
- transparency/openness – having clear roles and responsibilities and clear procedures for making decisions and exercising authority
- integrity – acting impartially, ethically and in the interests of the department, and not misusing information acquired through a position of trust
- stewardship – using every opportunity to enhance the value of the public assets and resources that have been entrusted to care
- efficiency – ensuring the best use of resources to further the aims of the organisation, with a commitment to evidence-based strategies for improvement
- leadership – achieving a department-wide commitment to good governance through leadership from the top
- benefits management/realisation – incorporation of building performance evaluation to support benefits management/realisation processes.

5. Definitions

Term	Definition
Asset	For the purpose of this policy, an 'asset' includes physical assets, such as buildings and other infrastructure, which provide future economic benefits for more than 12 months and the cost or value of the asset can be reliably measured. Any item that has a life of less than 12 months is expensed under a maintenance or operational budget and cannot be classed as an asset.
Governance	Governance is the set of responsibilities and practices, policies and procedures used to provide program/project direction, ensure objectives are achieved, manage risks and use resources responsibly and with accountability. It defines the functions, responsibilities, processes and procedures of how a program/project is set up, managed and controlled.
Program	A program is defined as a temporary, flexible organisational structure created to coordinate, direct and oversee the implementation of a set of related projects and activities in order to deliver outcomes aligned to the organisation's strategic objectives.
Project	A project is a temporary organisational structure that is created for the purpose of delivering one or more products according to an agreed business case.
Project management methodology	The methodology is based on the Queensland Government Project Management Methodology which offers a standard way to manage projects.

Version Control

Version No.	Date	Comments
Version 1.0	1 July 2012	New document
Version 2.0	20 May 2015	Policy Rationalisation Project review – this policy document does not include references to the Investment Management Framework as this framework has not been endorsed at this point in time.