

GCIO Report Rating System

Delivery Confidence Rating

In line with good practice principles, Assurance Reports should provide an assessment of 'Delivery Confidence' of the ICT-enabled Project or Programme. This allows readers of the Assurance Report to quickly determine the level of confidence in the project or programme to successfully deliver based on the next significant milestone. A standardised Delivery Confidence Rating also assists GCIO Assurance in gaining a system-wide view of Delivery Confidence for ICT-enabled Projects and Programmes.

The proposed Delivery Confidence ratings align with the OGC Gateway© Delivery Confidence Assessment standard, a recognised good practice standard.

Delivery Confidence Rating	Description
Highly Likely	Successful delivery of the project / programme appears highly likely and there are no major outstanding issues that significantly threaten achievement of the next key milestone.
Likely	Successful delivery of the project / programme appears likely. Attention will be needed to ensure that risks do not materialise into issues threatening achievement of the next key milestone.
Possible	Successful delivery of the project / programme appears possible. However, issues exist in key areas that require management attention in order to achieve the next key milestone. Issues appear to be resolvable at this stage if addressed promptly.
Unlikely	Successful delivery of the project / programme appears unlikely with major risks or issues in key areas that require urgent management attention. Achievement of the next key milestone is in doubt.
Highly Unlikely	Successful delivery of the project / programme appears to be highly unlikely due to significant issues which do not appear to be resolvable at this stage. The project / programme may need to be re-baselined or its overall viability re-assessed.

Reviewers are expected to assess Delivery Confidence based on:

- Review of project / programme documentation
- Interviews with project / programme teams and stakeholders
- Experience with similar projects / programmes
- Comparison with good practice guidelines.

The assessment of Delivery Confidence will need to take into the current phase of the project / programme and what needs to be delivered in order to reach the next significant milestone as well as the objectives and scope of the review as set out in the Terms of Reference. For example, if the review is an assessment of the technical design, then the Delivery Confidence rating should assess the level of confidence that the technical design is fit for purpose.

The Terms of Reference for IQAs / TQAs should state:

- The requirement for Lead Reviewers to make an assessment of Delivery Confidence.
- That Lead Reviewer must have the ability to review any relevant areas in order to provide a firm basis for making the assessment, or state why this was not done.

Priority Rating

Priority ratings enable readers of the Assurance Report to quickly prioritise recommendations to address risks and issues identified by the review team. A standardised Priority Rating also assists GCIO Assurance in gaining a system-wide view of common issues and their potential significance.

Priority Rating	Description
High	Issue is having or could have a significant impact on the achievement of the next key milestone. Action should be taken immediately and the impact on the next decision gate should be formally assessed by the governance body if the recommendation is not implemented within the assigned due date.
Medium	Issue is having or could have a moderate impact on the achievement of the next key milestone. Action should be taken at the earliest reasonable opportunity but be completed by the assigned due date.
Low	Issue is having or could have a minor impact on the achievement of the next key milestone. If addressed, it will improve the overall project / programme management control environment and/or efficiency and effectiveness. Implementation is recommended.