# Digital Capability Fund

## Short Guide

December 2022

## The Digital Capability Fund

The Digital Capability Fund (the Fund) has been established to support digital transformation across the WA Government and provide capacity to upgrade legacy ICT systems that present significant risk to service delivery.

## Objectives

- Accelerate government digital service delivery reform to improve outcomes for WA people and businesses;
- Enable more strategic and targeted investment in digital transformation across government;
- Provide Government with clear visibility regarding the quantum and quality of digital projects for better decision making and prioritisation;
- Support the delivery of government priorities, objectives and policies, including the *Digital Strategy for the Western Australian Government 2021-2025*;
- Achieve a coordinated and collaborative approach to developing digital capabilities to integrate and streamline services, and reduce duplication;
- Support upgrades to legacy ICT systems that present significant risk to service delivery, both internal and external to government; and
- Enable greater oversight and assurance to deliver a comprehensive, risk-based approach to funding and managing digital projects.

## Scope

All ICT investment proposals (Proposals) received from WA Government entities are assessed through the Fund. The Fund operates in line with Government's Budget and Mid-Year Review (MYR) processes.

## Governance

The Fund has a robust governance structure and oversight. Ministers are responsible for submitting Proposals as part of the Budget or MYR process.

The Office of Digital Government (DGov) is responsible for administering the Fund, including the assessment and prioritisation of Proposals and reporting on the progress of Funded projects.

A Steering Committee, comprised of senior executive level public servants and an independent ICT expert, supports the Minister for Innovation and the Digital Economy by independently reviewing and monitoring the administration of the Fund.

The Minister for Innovation and the Digital Economy is responsible for overseeing and reporting on the operation of the Fund.

Final decisions about the funding of Proposals are made by Government.

Agency CEOs are responsible for the successful delivery of ICT projects within allocated funds, and ensuring that agencies meet their reporting obligations.

## Assessment and Prioritisation

### Assessment Criteria

Proposals are assessed against four weighted criteria:

a. Alignment (20%) – to what extent does the Proposal's strategic justification demonstrate alignment with WA Government objectives and the whole of government digital strategy. Considerations include the reach of the Proposal (the number of agencies involved), creation or reuse of whole of government digital capabilities, and alignment to whole of government priorities and policies.

b. Impact (20%) – to what extent does the Proposal's objectives and benefits demonstrate impact on the community, businesses and government, in relation to the scale of the change. Considerations include the size of the impact, scale of the change to agency business, value for money, and supporting evidence demonstrating that customer needs will be met.

c. Achievability (20%) – confidence as to whether the Proposal's delivery approach is robust and addresses risk. Considerations include project staging, speed of delivery, risk profile and mitigation, financial compliance analysis, and change management issues.

d. Risk mitigation (40%) – the severity of the risk being addressed by the Proposal. Considerations include cyber profile, support profile, technical capability, compliance, continuity of service delivery and risk profile.

### Prioritisation

Proposals are prioritised in three categories of funding priority, based on their percentage score against the Assessment Criteria.

### Reporting

Agencies must report to DGov monthly on the progress of Funded Projects and this is reported to Government twice a year, in alignment with each Fund cycle. Reporting on a project commences upon funding.

### Get in touch

For advice or information about the Fund, please contact DGov at info-dgov@dpc.wa.gov.au.