

## Module 1: Business Case

Template for Building a Business  
Case for an SBR and an  
application: ABS Model

## Planning

- Business case
- Mission and vision statement
- Role statement
- Forward work program
- Summary on a page

## Business case

- Define what, why and how
- Use to promote within your organisation
- Use to identify key external relationships
- Help to prioritise resources

## Business case

Could include	
Problem to be solved	Drivers for the change
Outline of solution	Link to Corporate Plan / FWP
Outputs	Impact of change
Outcomes	Constraints
Benefits	Key deliverables
Risks	Dependencies
Scope	Assumptions
Out of scope	Major milestones
Broad timeframes	Key stakeholders
Measure of success	Costs
	Savings

## Vision Statement

- Short statement of high level goal
- ABS Business Register vision statement

**To provide a world-class business register that is a leading indicator, and is an independent and high quality source for ABS data series**

## Mission Statement

- Short statement of

**To develop, maintain and disseminate a high quality, real-world, real time business register that enables coherent and integrated ABS data series**

## Role

- What is the scope of your responsibility

## ABS BRU Role

The main role of the Business Register Unit (BRU) is to provide the ongoing maintenance of the ABS Business Register (ABS BR). The ABS BR contains comprehensive structural information about Australian businesses, including industry and size benchmarks. It enables assessment of industry-level characteristics by sector, size and location. It is also used as a source for accurate, up-to-date and consistent survey frames for business-related statistical collections conducted by the ABS.

BRU's role is also to:

- Ensure timely transfer of data from the Australian Tax Office (ATO) and the Australian Business Register (ABR) to the ABS BR and to quality assure this data;
- Maintain and develop relevant ABS BR systems, algorithms and derivations;
- Maintain the accuracy and quality of business structures on the ABS BR, as defined by the ABS economic statistical units model;
- Manage and enhance relationships with data providers and relevant agencies, such as ATO and ABR;
- Creation of a quarterly ABS Common Frame - the source frame for the majority of economic surveys conducted by the ABS;
- Produce survey frames and selections for ABS collections;
- Create BAS Benchmarks, BUREs and Business Provisions;
- Produce reports to communicate ABS BR output.

## Forward Work Plan

- Work program projects
- Timeframes
- Resources

## Summary on a page

Could include:

- Vision statement
- Mission statement
- Where want to be in 3-4 years
- Key steps to get there
- How will measure success
- Future directions

## Workshop template

- **Why do you want a Business Register (purpose)?**
- **What is the key goal you are currently working towards?**
- **Project outcomes by key themes**
- **Prioritise next steps to take back to your office**

## Discussion

- Does your agency have other templates / documentation / reporting?
- Comments on workshop template?