

Template 1: User Needs Analysis (Annexure 1 of C-AMP)

Mission:						
Programme	Planned outputs	Required service level	Possible non-asset solutions	Optimal Asset Solution	Motivation	Rationale for chosen solution
1. Administration	a.			e.g. Head office in Pretoria for 1 000 people.	Staff complement of head office will increase from 900 to 1 000 over next three years due to introduction/ extension of XXX function.	
	b.			e.g. Service delivery support office in each province	9 provincial offices in the following localities: Bloemfontein (Number of staff) Cape Town (Number of staff) Etc.	
2. Programme XYZ				e.g. Service delivery nodes per of the general population (Specify number of people or alternative suitable parameter)	e.g. Number of service delivery nodes per province:	