

## Appendix 1 - Scoping Paper Template

# Name of Plan– Scoping Paper

## Background

### Strategic and Organisational Context

A range of policies, key reforms and reviews have informed xx planning at a national, state and regional level.

- **List of relevant strategies**

### Other initiatives outside of SWS

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## Scope

## Opportunities

## Conduct of Planning

## Preliminary List of Stakeholders

## Appendix 1 –Steering Committee Membership

| Status                                    | Position | Name |
|---|----------|------|
| Chair                                     |          |      |
| Executive Sponsor                         |          |      |
| Member                                    |          |      |
| Secretariat                               |          |      |
| HOD                                       |          |      |
| HOD                                       |          |      |
| HOD                                       |          |      |
| Member                                    |          |      |
| Member                                    |          |      |
| Member                                    |          |      |
| Member                                    |          |      |
| Member                                    |          |      |
| Member                                    |          |      |
| Member                                    |          |      |
| Member to support development of the plan |          |      |
| Member to support development of the plan |          |      |

## Indicative Process and Timeframes for Consultation

| Objectives  | Strategies | Indicative Timeframes |
|---|------------|-----------------------|
| 1. Scope project                                  | •          |                       |
| 2. Consolidate planning process strategy          | •          |                       |
| 3. Identify and analyse current service provision | •          |                       |
| 4. Gain stakeholder views                         | •          |                       |
| 5. Draft strategic direction                      | •          |                       |
| 6. Direction consolidated and Plan drafted        | •          |                       |
| 7. Finalisation of the Plan                       | •          |                       |
| 8. Approval                                       | •          |                       |