**[TITLE]**

**Strategic Alignment**

|  |  |
| --- | --- |
| Sustaining Success 2021 – 2026 Principles | Choose an item. |
| Sustaining Success 2021 – 2026 Enablers | Choose an item.Choose an item. |
| Other strategic alignment | [Include alignment to the objectives or goals of relevant decadal or other institutional strategies eg. Indigenous Strategy 2020 - 2025, Western Sydney Creative, UN SDGs].  |

**PURPOSE:**

To provide a summary to the Business and Infrastructure Development Committee on…

**BACKGROUND:**

**DISCUSSION:**

**KEY RISKS:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Risk description** | **Likelihood** | **Impact** | **Risk rating** | **Strategy to Manage**  |
| [Set out any key risks for whether the recommendation is adopted or not adopted] | Choose an item. | Choose an item. | Choose an item.[Refer to the Risk Rating Matrix on page 5 of the [**Guidelines document**](https://www.westernsydney.edu.au/__data/assets/pdf_file/0005/167486/Writing_Board_or_Committee_Papers_v11.pdf) to identify the correct risk rating] | [Outline how, if this risk arose, it would be managed] |
|  | Choose an item. | Choose an item. | Choose an item. |  |
|  | Choose an item. | Choose an item. | Choose an item. |  |

*[For conference proposals only, please provide the following information]:*

**Benefits to WSU:**

**Venue and resource requirements:**

**Financial:**

**Project Management Structure:**

**RECOMMENDATION:** *[select one of the following]*

**For [noting/approval/endorsement]**

**[Sponsoring Name and Title]**

*Prepared by:*

*Approved by:*

*List of Attachments to be provided:*

***For Program Concept Proposals [attach]:***

*New Program Proposal*

*Form A20 – Program Concept Proposal*

*Form F19 – Financial Evaluation*

***For Project Initiation Briefs [attach]:***

*Project Initiation Brief*

*Budget*

*Quote/s*

***For Conference Approvals [attach]:***

*Copy of Budget estimate to outline associated costs and profit*

*Sample program (If available)*