

Policy Lifecycle Requirements Matrix

Lifecycle Requirement	New Policy Document	Major Review	Minor Review	No Change Review	Rescission	Major Amendment	Minor Amendment	Administrative Amendment	Editorial Amendment
Associated Document Review	✓	✓	✓	✓	✓	✓	X	X	X
Policy Risk & Opportunity Assessment	✓	✓	X	X	X	X	X	X	X
Broad Consultation	✓	✓ (High / Medium Risk)	X	X	X	✓	X	X	X
Benchmarking	<i>Optional</i>								
Targeted Consultation	X	X	✓ (Medium/Low Risk)	✓ (Medium/Low Risk)	✓	X	✓	X	X
Fit for Purpose Declaration	X	X	✓	✓	X	X	X	X	X
Preliminary Quality Review	✓	✓ (High / Medium Risk)	✓ (Medium Risk)	X	X	✓ (High / Medium Risk)	✓ (High / Medium Risk)	X	X
Feedback Period	✓	✓	X	X	X	✓ (High / Medium Risk)	X	X	X
Final Quality Review	✓	✓ (High / Medium Risk)	TBC (Medium Risk)	X	X	✓ (High / Medium Risk)	X	X	X
Committee Cover Sheet	✓	✓	X	X	✓	✓	X	X	X
Implementation Plan	✓	✓	X	X	X	✓	X	X	X
Committee Approval Pathway	✓	✓	X	X	✓	✓	X	X	X
Delegate Approval Pathway	X	X	✓	✓	X	X	✓	✓	X
Implementation Review	✓	X	X	X	X	X	X	X	X

TBC = To be confirmed by Policy & Delegations Officer at time of reviewing.