Agency:
Insert full agency name.

1. Title
Write the title of the initiative or submission here.

2. Issue
A short description of the issue including objectives and expected outcomes.

3. Region(s)
The name of the region or regions impacted. Use Planning SA or agency boundaries or simply attach map with affected area highlighted.

4. Stakeholders Affected
Identify those stakeholders affected by the issue or initiative (e.g. Local Government, Community Groups).

5. Stakeholders Consulted
Identify those stakeholders consulted.

6. Consultation
Briefly outline the process undertaken to consult e.g. mail-outs, presentations, advertisements, forums, public meetings – when, where and how many attended.

Outline the key stakeholder issues, concerns and views.

7. Summary of Impacts and Analysis
Provide a summary statement of the impact(s). Explain the impacts and detail what data or evidence exists to support analysis.

7.1. Economic Factors
Describe the current status, positive and negative implications of the issue for the region over the short, medium and long term, jobs and job creation, business, investment, population, infrastructure.

7.2. Social Factors
Describe current demographic/socioeconomic characteristics, implications for access to education, health, justice, cultural or community services, facilities and places by town or region, any social groups advantaged/disadvantaged, affect on people’s way and quality of life.

7.3. Environmental Factors
Describe current status, key environmental impacts, flow on effects, water and air quality, energy use, use of hazardous materials and pollution.

7.4 Equity Factors
Equity refers to fairness to all people. In a regional context this particularly means regardless of where they live. Describe how the policy or proposal will be consistent with the objective of ensuring that all people should have a reasonable equity in accessing education, health, justice, services and facilities – irrespective of where they live.

8. Solutions
Detail strategies for managing and/or minimising the identified impacts and issues.

9. Coordination
Detail any inter-agency coordination or cooperation with other spheres of government, and non-government organisation.

10. Local Government
Detail any inter-agency coordination or cooperation with local government.

10. Preferred Option
Outline the preferred option and describe how the consultative process affected the selection of the preferred option.

11. Agency Contact
Regions SA: www.pir.sa.gov.au/regions or contact us via phone 08 8226 0375, or mail GPO Box 1671 Adelaide SA 5001.