

BSC Agency Engagement Plan

	Month 1 (Approximate time required)	Months 1-3	Months 4-5	Month 6	Month 7-9	Month 12 (ongoing)
Deliverables	<ul style="list-style-type: none"> Finalised implementation plan Draft reporting and governance processes Workshop agenda 	<ul style="list-style-type: none"> Draft business unit scorecards Finalised governance and reporting processes 	<ul style="list-style-type: none"> Finalised business unit scorecards 	<ul style="list-style-type: none"> Meeting agenda Agency scorecards package Realignment of organisational structure 	<ul style="list-style-type: none"> Performance reporting template at branch level 	<ul style="list-style-type: none"> Strategic reporting framework First quarterly review of new process
Primary Stakeholders	<ul style="list-style-type: none"> Managing director Executive Board Executive directors BSC design team 	<ul style="list-style-type: none"> Executive directors Other senior leaders as required 	<ul style="list-style-type: none"> Managing director Executive Board Executive directors 	<ul style="list-style-type: none"> Managing director Executive Board Executive directors All staff (for presentation) 	<ul style="list-style-type: none"> All managers from branch-level down Executive directors for activity realignment approvals 	<ul style="list-style-type: none"> Entire agency
Engagement & Activities	Senior leaders workshop (half-day at least)			Senior leaders meeting (couple of hours/half-day) All-staff presentation to agency employees	Performance reporting and governance communications Branch/Division workshops (half-day)	