DRAFT - IT Project

TODO

Version:

0.1

## Purpose

This document provides a common reference point to support consistent understanding, analysis, and system design across programmes and workstreams. It aims to clarify key concepts and structures, reduce ambiguity, and enable alignment across technical and non-technical stakeholders. The content may be reused or referenced in other documents to support coherent planning, delivery, and review.

## Synopsis

The document introduces a structured approach to defining and relating core elements such as domains, entities, capabilities, and functions. It includes guidance on application, worked examples, and reference definitions. While not specific to a single project, it is intended to support ongoing initiatives by providing terminology and models that improve interoperability, traceability, and reuse.

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# Introduction

This document provides structure and terminology that can be used directly or by reference in related work. It introduces concepts progressively, allowing readers to dip into relevant sections or follow a complete path from foundational principles to worked examples.

It is designed to assist both technical and non-technical audiences. Where appropriate, definitions and models are intended to be reused without needing to be re-explained in future documents. The appendices include cross-references, terminology, and supporting material.

# Document Background

This document was developed to provide enduring reference material in support of ongoing programmes and system initiatives. It builds on prior analysis and aims to consolidate foundational concepts so they do not need to be repeated in future work.  
While not directed by a single initiative, the document supports long-term alignment across programmes through the consistent use of terms, structures, and framing.

# Context

This work takes place within a broader effort to improve the quality, consistency, and alignment of information systems across organisational and sector boundaries. It responds to the growing need for clearer structures, more robust integration approaches, and a shared language that enables programmes to interoperate without unnecessary duplication or misalignment.

The concepts introduced are informed by prior work across multiple domains, including education, social services, and operational delivery. While no single policy or programme drove its development, it reflects common patterns and recurring challenges observed across a range of initiatives.

### Policy and Sector Alignment

The material is designed to remain compatible with sector-specific strategies, data standards, and regulatory obligations. Where possible, it draws from accepted frameworks, while retaining flexibility to support domain-specific adaptation.

### Operational Drivers

Repeated delays, ambiguities, and rework in project delivery have highlighted the need for shared, stable reference material. This document provides a baseline that can be referred to during planning, analysis, procurement, and implementation phases.

### Intended Audience

This document is intended for programme leads, analysts, architects, and advisors who are shaping or delivering services involving information systems. It may also support policy staff, procurement teams, and technical leads seeking alignment and clarity in cross-functional projects.

## Problem Background

Multiple programmes across the sector rely on similar but inconsistently described concepts. This leads to divergence in how systems are analysed, procured, and delivered, creating barriers to interoperability and reuse.  
Fragmentation in terminology, capability modelling, and integration practices results in cost duplication, unclear responsibilities, and reduced public value.

## Problem Statement

There is no shared reference that clearly defines the entities, capabilities, and structures used across systems. As a result, programmes are unable to align or reuse prior work, reducing effectiveness and increasing delivery risk.

Appendices

Appendix A - Document Information

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### Versions

* 1. Initial Draft

### Images

[Figure 1: TODO Image 2](#_Toc144995112)

### Tables

[Table 1: TODO Table 3](#_Toc145048484)

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### References

**There are no sources in the current document.**

### Review Distribution

The document was distributed for review as below:

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### Audience

The document is technical in nature, but parts are expected to be read and/or validated by a non-technical audience.

### Structure

Where possible, the document structure is guided by either ISO-\* standards or best practice.

### Diagrams

Diagrams are developed for a wide audience. Unless specifically for a technical audience, where the use of industry standard diagram types (ArchiMate, UML, C4), is appropriate, diagrams are developed as simple “box & line” monochrome diagrams.

### Acronyms

API

: [Application Programming Interface](#Term_ApplicationProgrammingInterface).

DDD

: Domain Driven Design

GUI

: [Graphical User Interface](#Term_ApplicationProgrammingInterface). A form of [UI](#Acronym_UI).

ICT

: acronym for Information & Communication Technology, the domain of defining Information elements and using technology to automate their communication between entities. [IT](#Acronym_IT) is a subset of ICT.

IT

: acronym for Information, using Technology to automate and facilitate its management.

UI

: User Interface. Contrast with [API](#Acronym_API).

### Terms

Refer to the project’s Glossary.

Application Programming Interface

: an Interface provided for other systems to invoke (as opposed to User Interfaces).

Capability

: a capability is what an organisation or system must be able to achieve to meet its goals. Each capability belongs to a domain and is realised through one or more functions that, together, deliver the intended outcome within that area of concern.

Domain

: a domain is a defined area of knowledge, responsibility, or activity within an organisation or system. It groups related capabilities, entities, and functions that collectively serve a common purpose. Each capability belongs to a domain, and each function operates within one.

Entity

: an entity is a core object of interest within a domain, usually representing a person, place, thing, or event that holds information and can change over time, such as a Student, School, or Enrolment.

Function

: a function is a specific task or operation performed by a system, process, or person. Functions work together to enable a capability to be carried out. Each function operates within a domain and supports the delivery of one or more capabilities.

Person

: a physical person, who has one or more Personas. Not necessarily a system User.

Persona

: a facet that a Person presents to a Group of some kind.

Quality

: a quality is a measurable or observable attribute of a system or outcome that indicates how well it meets expectations. Examples include reliability, usability, and performance. Refer to the ISO-25000 SQuaRE series of standards.

User

: a human user of a system via its UIs.

User Interface

: a system interface intended for use by system users. Most computer system UIs are Graphics User Interfaces ([GUI](#Acronym_GUI)) or Text/Console User Interfaces (TUI).