

## Business Case Approval Process



Bright Idea to develop a new or amend an existing academic provision

Prepare Approval in Principle Memo – send to PLG via email for circular approval to proceed to Short Business Case

Short Business Case prepared for Portfolio Leadership Group – firstly consulting with: TKK, TPA, Finance, Marketing, Industry, Priority Group. Must be emailed to PLG close of business Thursday before Tuesday meeting.

Short Business Case presented to ELT for approval to develop

Proceed with development  
(notify consulted parties)

*Note: this process applies to all new and existing programme development **excluding** minor changes to existing provision. A minor change:*

- has no financial implications
- can be completed within existing resource
- is BAU