**Unitec New Zealand Limited**

Portfolio Leadership Group Meeting

Date of Meeting

|  |  |
| --- | --- |
| **Title** |  |
| **Provided by:** | Name of author or member presenting |
| **Authored by:** | Delete if author and presenter are the same above |
| **For:** | APPROVAL |

[Note: Areas in italics to be updated and non-italicised as you complete each section.]

**Recommendation**

*That the Portfolio Leadership Group (PLG) approves:*

1. *List everything management require approval for under the Delegated Authority Policy. Approval is not required for anything else.*
2. *If you are requesting capital expenditure approval, ensure that the dollar amount is included in the recommendation and that you identify what budget or where the funds will be coming from.*

**Purpose**

The purpose of this paper is

*To seek PLG approval to proceed to Programme Development Business Case* *for…..*

|  |
| --- |
| **(Proposed) Programme name:**  |
| **Leading to the:** <<Qualification name>> <<Qualification Number>> (leave blank if a new L7+ qualification) |
| **School:**  |
| **Other Schools with an interest:**  |
| **Is this programme in your approved Strategic Plan YES / NO** |
| **If yes cross reference to the section this application applies:**  |
| **(Proposed) Level of Programme:** |  | **EFTS Value of the Programme:** |  |
| **Proposed date for commencement of delivery:** |  | **Credit value of programme:** |  |
| **Number of Weeks:** |  | **FT/PT:** |  |
| **New or redeveloped:** |  | **Hours per Week:** |  |

**Justification**

*Provide a brief narrative explaining why Unitec should (re)develop this programme. Include notes on skills demand, competitors, market and relationship to existing pathways/staircasing.*

**Development capability**

*Who will the School release to develop the programme?*

*Include all team members and their relevant skills and experience.*

*Note that Te Korowai Kahurangi and Te Puna Ako will contribute appropriate development team members to work with School team members.*

**Resources required**

*Identify any new resource requirements needed to deliver the proposed / amended programme*

**Contributors**

I*nclude names of Unitec staff who have contributed where it is essential for the reader to know.*

*In submitting this application, the following teams will have had input into the final application for approval:*

*Manager, Te Korowai Kahurangi*

*Manager, Te Puna Ako*

*Director, Marketing and Communications*

*Director, Industry Partnerships*

*Director, Business Performance*

*Director, Ako*

*(List others where relevant)*

**Attachments**

*Delete this section if there are none. Attach any information that is required to support the recommendation. Ensure it is essential to supporting the PLG’s consideration.*