

Business Case Approval Process (Programme Development)



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

Prepare Approval in Principle Memo – send to PLG via David Glover for circular approval to proceed to Programme Development Business Case

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

Programme Development Business Case presented to ELT for approval to develop

Report back to PLG on variations to BC before NZQA submission (time to delivery, scope creep, \$\$)

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