

## Ways of Working Portfolio Board Approval Route for Programmes and Projects

This shows the route and will continue to be used for non-UMT initiatives.

Division/Faculty/School requests guidance and support from the Strategic Programmes and Projects (SPP).

Outline Proposal (OP) is developed by Division/Faculty/School. If there is an Student Lifecycle (SLS) focus the OP is submitted to the SLS Programme Board (SLS PB) for their support.

OP is submitted to the Ways of Working Portfolio Board (WoW PB) for early feedback and guidance.

Stage 0 Business Case (BC0) is developed by Division/Faculty/School (guided by SPP). If there is a Student Lifecycle focus the BC0 is submitted to the SLS PB for their support.

BC0 is submitted to WoW PB requesting Business Analysis support to develop the full Stage 1 Business Case

Stage 1 Business Case (BC1) development takes place and is led by a Business Analyst (BA) supplied by SPP. Input is sought from relevant sources, including IT Services, Public Relations Office, Procurement, Change Management etc. Resource and non-resource spend is collated and included. The Portfolio Management Group assess the impact of doing the project and provide a recommendation of the priority against the other projects that are in progress. If there is a Student Lifecycle focus the BC1 is submitted to the SLS PB for their support.

BC1 is submitted to WoW PB for review and approval (or not) to proceed. If approved the budget is awarded and the project starts.

