



Llywodraeth Cymru
Welsh Government

GUIDANCE

Business Case Scrutiny and Education Investment Panel meeting dates

Dates of meetings to help plan your business case submissions.

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Business cases need to be submitted two weeks, at minimum, before the Business Case Scrutiny Group (BCSG) meeting date to ensure that adequate time is given for Group members to assess individual cases. If supported, business cases will then move forward to the Education Investment Panel.

To help with the planning of your business case submission, a list of meeting dates for 2023 to 2024 are given below. Note: 2025 and beyond, we propose to follow the same bi-monthly arrangement.

Business case timetable

Delivery Partner's Business Case Submission Deadline	Programme Team to undertake pre scrutiny checks and prepare papers for issue 1 week prior to BCSG meeting.	Business Case Scrutiny Group meeting date	Programme Team to feedback addendums and clarifications to delivery partners and prepare papers for issue 1 week prior to Panel meeting.	Education Investment Panel meeting date
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30 June 2023

13 July 2023

17 August 2023

14 September

12 October 2023

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31
August 2023

2023

2 November
2023

16 November 2023

14 December 2023

4 January
2024

18 January 2024

22 February 2024

29 February
2024

14 March 2024

18 April 2024

2 May 2024

16 May 2024

20 June 2024

4 July 2024

18 July 2024

22 August 2024

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29
August 2024

12 September
2024

17 October 2024

30 October
2024

14 November 2024

12 December 2024

Delivery partner's business case submission deadline

To ensure that your cases for change are reviewed and assessed in a timely manner by the Programme Team and policy colleagues, we require submission of business cases 2 weeks prior to the BCSG meeting date, as a minimum. Failure to submit your business case 2 weeks prior to the requisite meeting date may result in your business case being deferred to the next scheduled meeting.

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