

## Project Name: Re-development of FD Food safety and Quality Management

### Amendment History:

Version No.	Date	Reason for Amendment
1	18/04/08	New Proposal

### Project Manager

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### Document Distribution

<i>Name</i>	<i>Location</i>	<i>Responsibility</i>	<i>Action/Information</i>
Julia Page	PC	Vice Principal	Author of project form
Debbie Lambert	LLN	Manager of the LLN	Co-author of the project form
Geoffrey Elliott	UW	Members of the Steering Group	To approve to proposal
Chris Morecroft	WCT		
Ian Peake	HCT		
Mike Rookes	OU		
Gail Rothnie	UoB		
Donna Obrey	LLN	Project Officer for the LLN	To track and monitor project

### Background

This project involves the research and development of a revised FD in Food Safety and Quality Management. The current FD needs to be reviewed and re-written, taking into account the needs of the employers within the region. The project will enable the college staff to work with employers identified in the marketing project, enabling them to become involved in the development of the revised course. The development of a top up will also be included within the project.

### Objectives of the Project

1. To involve employers in discussions regarding the sort of provision required within the region.
2. To produce research into likely demand for the courses
3. To research most appropriate delivery modes.
4. To produce a revised FD and top up.
5. To ensure that there are progression routes into the course (FdSc) and out of the course to the top up course (BSc).

## **Project Approach**

The project will be led by a member of staff from Pershore College who will be bought out of a certain amount of teaching to undertake the work. They will arrange visits to a number of employers on their database, and establish a team to develop the revised curriculum. The courses will be validated by University of Worcester, and will use UW student numbers.

### **Scope:**

#### **A Key Products from the project**

- Actual links with employers within the region
- Validated FD with mode of delivery suitable for market.
- Validated top up
- Progression agreements into the FdSc and out to the BSc top up

#### **B Out of Scope**

The project funding will not cover the marketing of these courses.

### **Constraints**

- The majority of the local employers are micro businesses
- Staff will be developing these qualifications in conjunction with other teaching activities
- It will be necessary to obtain approval from University of Worcester for the awards.
- The success of the courses will be dependent on recruitment.

### **Initial Project Case**

The funding will be used to enable some release of teaching duties for key members of the staff team to carry out the networking, research and produce the courses.

Students on these courses are often part time, being in full time employment. The project team will incorporate a variety of modes of teaching and delivery into the course to maximise access for learners in work.

### **Benefits of the Project**

Benefits to the student :

- Development of practical courses which will be recognised by employers
- Development of improved, more accessible opportunities within Herefordshire and Worcestershire

Benefits to the employers:

- Development of courses providing HE skills as required, delivered in appropriate mode.

Benefits to the LLN :

- Contribution towards achievement of the targets for development of re-designing courses in Leadership and management, and for targets on modes of delivery
- Contribution towards employer engagement targets
- Development of progression agreements

## Key Assumptions

- The availability of key members of the project team
- The approval of the courses by University of Worcester

## Costs of the project

£ 2000

## Project timescale

The project would commence in June 08, and finish by July 09

## How will the project be evaluated?

Monitoring of the numbers of students on and completing the courses, and progressing via the progression agreement to further study opportunities.

## How will the project be sustained?

Pershore College will continue to deliver these courses once developed.

## Initial Risk Log

Risks	Probability	Impact	Containment Plan
Key project members unavailable due to other commitments	L	H	Use of other staff
Insufficient employer demand to support course delivery	M	M	Revision to course proposals in relation to employer needs
Courses not successfully validated	L	H	Monitoring of course proposal development; pre-validation meetings with link university staff; consultation with external and employer advisors throughout process

**Project Team: Julia Page, Harriet Anderson, Martine Horsberg, Polly Davis, Laura Stewart**