Module Specification

Part 1: Identification						
Module Title	Farm Business Management and Agricultural Policy					
Module Code	HAGV78-30-5		Level	5	Version	2.0
Department	Agriculture	Credit Rating	30	ECTS Credit Rating	15	
Contributes towards	BSc (Hons) Agriculture					
Pre-requisites	None		Module Type	Standard		
Excluded Combinations	None		Module Entry requirements	None		
Last Major Approval Date	V1.0 1 September 2017		Valid from	1 September 2018		
Amendment Approval Date	V1.1 31 August 2018 V1.2 3 July 2019 V2.0 27 January 2021		Revised with effect from	V1.1 01 September 2018 V1.2 01 September 2019 V2.0 01 September 2021		

Part 2: Learning and Teaching	
Learning Outcomes	On successful completion of this module students will be able to: 1. Review the business factors and analyse the decision making processes involved in farm business managment. (B) 2. Evaluate and implement farm record keeping systems, including the nature and role of financial and physical records. (B) 3. Critically analyse farm production and economic performance and determine management strategies which could promote improvement. (B) 4. Optimise farm resources and test farming objectives through the application of analysis, planning and control techniques. (B) 5. Analyse the impact of current environmental policy and legislation on agriculture, rural land and livestock management. (A, B) 6. Identify relevant grants and grant application opportunities available within agriculture. (A) 7. Integrate agricultural policy effectively to design farm business management plans. (B) 8. Evaluate likely future trends in environmental policy and farm business management techniques. (A)
Syllabus Outline	This module provides an introduction to the principles of business management and how they are applied to the modern agricultural business, including: Risk management and planning, sources/types of risk (e.g. climate risk, price risk, income risk), controlling risk, SWOT analysis. Marketing: Legal aspects of marketing, marketing strategies, price risk, marketing alternatives, futures and hedging. Human resources including: Job analysis and description, recruitment process, employment contracts and staff development.

	Financial management including: Budgetting, accounting, sensitivity analysis and performance measurement.
	Farm business management: Enterprise choice, resource assessment (land, labour, capital, finance, natural resources), business types, small businesses, setting objectives, internal and external influences on a business, record keeping.
	Decision making in the farm business and analysis of key decision areas: criteria for measuring business performance and identifying strengths and weaknesses, investigating and assessing ways for improvement of farm performance.
	Agricultural policy including: Pollution of resources, biodiversity changes in the UK, protection of landscape and cultural heritage, legislation of public access, grant availability and application, animal welfare legislation, health and safety policies, CAP operation and reform, Cross Compliance and sustainability of land management and resources.
Teaching and Learning Methods	In addition to the contact time for the module, students will be expected to carry out independent study to support their knowledge and understanding of the subject. Industry relevant visits and guest speakers will be used in the module to support students to further develop their skills in business planning (both tactical and strategic), benchmarking and accounting. For example, students may attend the Three Counties Farming Conference, where they will be given opportunities to engage in debate. **Scheduled learning may** include lectures, seminars, tutorials, demonstrations, practical classes and workshops, external visits, guest speakers. **Independent learning** includes hours engaged with essential reading, case study preparation, assignment preparation and completion etc. These sessions constitute an average time per level as indicated in the table below. Scheduled sessions may vary slightly depending on the module choices you make. **Virtual Learning Environment (VLE)** This specification is supported by Moodle where students will be able to find all necessary module information. Direct links to information sources will also be provided from within the VLE.
Unistats Information	The Office for Students (OfS) require Unistats information to be produced at programme level for all undergraduate programmes of more than one year in length. These are comparable sets of standardised information about undergraduate courses allowing prospective students to compare and contrast between programmes they are interested in applying for.

Expected learning hours for the module:				
Number of credits for this module				30
Hours to be allocated	Scheduled learning and teaching study hours	Independent study hours	Placement study hours	Allocated Hours
300	96	204	0	300

The table below indicates as a percentage the total assessment of the module which constitutes a -

Written Exam: Unseen written exam, open book written exam, In-class test
Coursework: Written assignment or essay, report, dissertation, portfolio, project
Practical Exam: Oral Assessment and/or presentation, practical skills assessment, practical exam

Please note that this is the total of various types of assessment and will not necessarily reflect the component and module weightings in the Assessment section of this module description:

Total assessment of the module	Percentage
Written examination	40%
Coursework	0%
Practical examination	60%
Total	100%

Reading Strategy	Core material will be indicated to the student via pre-course material, module guides and through their accessing a dedicated VLE programme presence. Students are expected to identify all other reading relevant to their chosen topic for themselves. They will be required to read widely using the library catalogue, a variety of bibliographic and full text databases, and Internet resources. Many resources can be accessed remotely. The purpose of this further reading is to ensure students are familiar with current research, classic works and material specific to their interests from the academic literature and wider professional sources. ***Access and skills*** Formal opportunities for students to develop their library and information skills are provided within the induction period and student skills sessions. Additional support is available through online resources. This includes interactive tutorials on finding books and journals, evaluation information and referencing. Sign up workshops are also offered.
Indicative Reading List	The following list is offered to provide the validators / accrediting bodies with an indication of the type and level of information students may be expected to consult. As such, its currency may wane during the life span of the module specification. However, as indicated above, CURRENT advice on readings will be available via other more frequently updated mechanisms. Bell, S. and McGillivray, D. (current edition) *Environmental law*. Oxford: Oxford University Press. Crouhy, M. Galai, D. Mark, R. (current edition) *The essentials of risk management: the definitive guide for the non-risk professional*: London: McGraw Hill Chapman, R. J. (current edition) *Simple tools and techniques for enterprise risk management*: Chichester: Wiley Hawke, N. and Kovaleva, N. (current edition) *Agri-environmental law and policy*. London: Cavendish Publishing. Hopkin, P. (current edition*) Fundamentals of risk management: understanding, evaluating and implementing effective risk management*: London: Kogan Page Jones, B., Palmer, J. and Sydenham, A. (current edition) *Countryside law*. Crayford: Shaw & Sons. Nix, J (current edition) *Farm management pocketbook*. Melton Mowbray: Agro Business Consultants Olson, K. D. (current edition) *Farm management: principles and strategies*: Ames, IA, Iowa State Press Tennent, J. (current edition) *Guide to financial management*: Chichester: Profile Books Websites: Cross Compliance www.crosscompliance.org.uk/ Environment Agency www.gov.uk/government/organisations/environment-agency European Union http://europa.eu

	Natural England www.naturalengland.org.uk
	Rural Payments Agency www.gov.uk/government/organisations/rural-payments-agency
	Journals:
	Agricultural Systems
	Farm Management
	International Journal of Agricultural Policy and Research
	Journal of Rural Enterprise & Management

Part 3: Assessment	
Assessment Strategy	This module will be assessed according to the approved Hartpury Academic Regulations including any specific regulations detailed within the student's programme specification. The module is assessed through a written examination and oral presentation. The examination will test students' broader understanding of policy and management techniques. The presentation will allow the student to demonstrate knowledge and understanding of the subject matter in order to meet the learning outcomes, as well as displaying wider communication and numeracy skills. Students will be supported to build business plans within seminar and tutorial sessions with verbal formative feedback given by tutors and peers which will also allow reflection on personal performance. The oral presentation panel is likely to include industry representatives therefore students are encouraged to discuss their plans with industry during industry engagement opportunities embedded in this module. Examination support will be provided via VLE and review of exemplar questions and answers during seminars. Students are expected to gather relevant resources to support the open book examination throughout the module with tutor guidance provided. A student may apply for alternative means of assessment if appropriate. Each application will be considered on an individual basis taking into account learning and assessment needs. For further information regarding this please refer to the VLE.

Identify final assessment component and element		**A1**	
% weighting between components A and B (Standard modules only)		**A:** **40%**	**B**: **60%**

First Sit	
Component A (controlled conditions) **Description of each element**	**Element weighting** (as % of component)
1. Open Book Written Examination (2 hours)	100%
Component B **Description of each element**	**Element weighting** (as % of component)
1. Oral Presentation (45 minutes)	100%

Resit (further attendance at taught classes is not required)	
Component A (controlled conditions) **Description of each element**	**Element weighting** **(as % of component)**
1. Open Book Written Examination (2 hours)	100%
Component B **Description of each element**	**Element weighting** **(as % of component)**
1. Oral Presentation (45 minutes)	100%
If a student is permitted a retake of the module, the assessment will be that indicated by the Module Specification at the time that retake commences.	

Module Amendment Log

Module Title:	Farm Business Management and Agricultural Policy
Module Code:	HAGV78-30-5
Initial Approval Date:	01 September 2017

Changes: *Most recent at the top of the page*

Current version number: 1.2
Outline Change Details: Section 2 Learning and Teaching Changes to the assessment component that assess the individual learning outcomes. 1. Review the business factors and analyse the decision making processes involved in farm business managment. (B) 2. Evaluate and implement farm record keeping systems, including the nature and role of financial and physical records. (B) 3. Critically analyse farm production and economic performance and determine management strategies which could promote improvement. (B) 4. Optimise farm resources and test farming objectives through the application of analysis, planning and control techniques. (B) 5. Analyse the impact of current environmental policy and legislation on agriculture, rural land and livestock management. (A, B) 6. Identify relevant grants and grant application opportunities available within agriculture. (A) 7. Integrate agricultural policy effectively to design farm business management plans. (B) 8. Evaluate likely future trends in environmental policy and farm business management techniques. (A) Unistats Information Increase of teaching hours to 96 to incorporate the academic tutor time and reduce the independent study by 24 hours. Changes to the weighting for the assessment components to reflect increased number of learning outcomes being assessed in component B Component A 40% Component B 60% Part Three – Assessment Changes to the weighting for each component and changes to the time elements for both assessment components. Written examination reduced to 2 hours and oral presentation increased to 45 minutes Parts 2 and 3 updated in line with current module template
Material Alteration: Yes and is accompanied by the relevant programme specifications
Rationale: The proposed changes would allow the students to analyse farm performance data and construct their presentation based on their findings and to prepare strategies and management techniques that would help to improve both the physical and the financial performance of the farm business. Then within the presentation there would be time for the assessor to question the students upon their chosen strategies and provide students with the opportunity to defend their strategy and the proposed performance change. To support the students in the oral presentation, the proposal is to allow the students access to the farm data four weeks prior to the presentation date. this will allow them to scrutinise and develop their strategies and techniques prior to the oral presentation. As part of the oral presentation assessment, the students will be required to submit their presentation one week prior to their date of presentation to allow the assessor to review their strategies and develop the line of questioning for the presentation.

With the changes in the learning outcomes and the additional elements within the oral presentation it is proposed that the presentation length is changed from 30 minutes to 45 minutes as this would facilitate the opportunity for increased presentation time and more importantly increased time for assessors to question around the strategies and management techniques proposed. To facilitate this the written exam would be reduced from three hours to two hours in length.

The written examination would remain as an open book exam and would focus more on the agricultural policy elements of the module, particularly around the future trends and changes as UK agriculture moves away from The European Union and develops its own environmental and animal welfare legislation, Government support strategies and codes of practice.
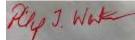
The inclusion of additional 24 hours of teaching time to incorporate the academic tutor time would allow for directed skills development at level 5 that supports all modules and all students in this compulsory module.

Module description for Course Information Sheets:
This module provides you with an introduction to the principles of business management and how they are applied to the modern agricultural business. This will enable you to plan and manage staffing, capital and resource use on the farm, and prepare effective budgets and business plans for the future development of the business. In addition, it will allow you to consider the legislative and policy boundaries that the modern farmer has to work within, enabling them to understand, manage and plan within guidelines and offer consultation to others.

Change requested by: Phil Watson
      I can confirm that all programme managers have been consulted and support this change
      I can confirm that student representatives have been consulted about this change
      I have retained evidence of this consultation which has been placed in the Module File

Signature: **Date**: 08/12/2020

Name of Head of Department: Dr Wanda McCormick
      I confirm that this change does not require additional resources beyond the scope of those already present or planned for by the department

Signature: **Date**: 06/01/2021

Approval Committee and Date:	CVC 2021 01 27
Change approved with effect from:	01 September 2021
Resulting new version number:	2.0

Current version number: v.1.1	
Outline Change Details: 03/07/2019 – typographical correction to assessment element weightings	
Change approved with effect from:	01 September 2019
Resulting new version number:	v.1.2

Current version number: v.1.0	
Outline Change Details: Adopting new naming system for programmes	
Material Alteration: No	
Rationale: To reflect the Hartpury Academic Regulations	
Change requested by: Academic Registrar	
Signature:	**Date**: 01 August 2018

Approval Committee and Date:	Curriculum Validation Committee 2018 08 31
Change approved with effect from:	01 September 2018
Resulting new version number:	v.1.1