

Education Space Representative: Role

RACI			
Accountable	Responsible	Consulted	Informed
	✓		

Membership Type: Voting

Role Description: It is essential to effectively plan for and deliver the required education space (teaching and exams) through the Principal Programmes to meet current and future needs. It is necessary to ensure education vision, standards and needs are properly articulated, understood by the PPMB and the correct granularity of data used to meet education space requirements.

Role Responsibilities:

- Represent PBES to maintain an **effective interface between the Principal Programmes and PBES** so that each is aware of the high-level progress and the recommendations/decisions of each respectively.
- To use their **full understanding of the University wide education space model to provide clear requirements for the education space needs** that must be met by each Principal Programme **based on the data analytics around timetabling and teaching requirements**.
- To maintain a **full understanding of how the business case and design of each Principal Programme are factoring in education space and periodic assessments to check that these inclusions meet the needs outlined**.
- **Update Principal Programme Teams** at the earliest opportunity of any changing requirements **to ensure efficient delivery of education requirements**.
- Where Principal Programmes flag any education space concerns or opportunities, **work through the implications** with the Project/Programme Team and help **ensure an agreeable outcome** is met that deliver education space needs.
- **Ensure education space is a key part of the programme development** and is being **considered throughout design** to optimise the solutions that are proposed both **within the Principal Programme and across all sites**.
- **Ensure the space model for teaching and exams is updated** with the education space details as they finalise.