Guidance

▪ Your report should be 1000 words or fewer. You should write in all three sections, but it is up to you to decide how much weight to give each section.

▪ Your report should be submitted one week before the date of each Scrutiny Panel. Completed reports should be emailed to **r.nadeem@guild.bham.ac.uk or l.gill@guild.bham.ac.uk**

▪ You will have two minutes at the beginning of each Scrutiny Panel meeting to supplement your report with a verbal update.

Officer:	Israel Tamale
Date of panel:	February 4, 2021

Written Statement action plan

This section is for you to track your progress on your written statement priorities, as outlined in your action plan. The "context" section of the document can remain the same for each panel.

Written Statement Item #1	
Equality	
Context:	The same access for everyone
Progress:	I'm hoping to collab again with Careers Network for at least another employability event this semester.

Written Statement Item #2	
Inclusivity	

Context:	Reducing feelings of exclusion and evaluating barriers to participation
Progress:	I am continuing to work with students in LES hoping to launch a network for ethnic minority students. I also hope to work with Amira (EDI Student Ambassador) with the mentorship scheme in CAL she is working on.

Written Statement Item #3	
Education	
Context:	Awareness about different issues
Progress:	I am working with BEMA to host educational events in the second semester. Some themes include the LGBTQ+ community, women, environmental racism, etc.

Role and responsibilities

This section is for you to write about any projects you have been working on or meetings you have been to that you think are of particular importance to your remit.

Meeting / project	Outcome for students
Black Voices	The steering group, with the help of Student Voice staff, will reach out to academics and student groups to put on events (such as lectures and socials) that will engage the UoB community.
No Space for Hate	A rough draft of a workshop plan has been made. We have contacted various societies to participate in the visual side of the campaign, and we are in the process of learning the university's reporting policy.

Ideas and policy

This section is for you to report on progress made to ideas and Guild policy that you have been mandated to work on. You only need to update your actions taken. You can also add ideas or policy as they are passed through the year.

Idea / policy	Action taken since last Panel
Idea / policy title	Short update on progress since last Scrutiny Panel

Other student issues, meetings or projects to note:
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