

## 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](mailto:r.nadeem@guild.bham.ac.uk) or [l.gill@guild.bham.ac.uk](mailto: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:	Rob Hegarty
Date of panel:	03/02/2020

PLEASE SEE COLOUR RED IN ROLES AND RESPONSIBILITIES FOR UPDATES SINCE LAST PANEL

## 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	
Improve Student Health	
Context:	<p>Ensure people safely return to sport and are active as they can be.</p> <p>To reap the sporting benefits, which are essential for physical and mental health, which is so important especially now.</p> <p>Get people's confidence back - by facilitating them to make friends, participate in sport and be active again.</p> <p>Performance and participation levels are maintained to the best of their ability and clubs can survive the pandemic</p>

	Helps people to bond with their future teammates/make or consolidate existing friendships
Progress:	<p>(Worth noting a lot of this was done in conjunction with UB Sport who have been doing a fantastic job!)</p> <p>Worked Closely with UB Sport to get sport back up and running.</p> <p>Worked tirelessly to sort out the issues (alongside UB Sport) that came from the gyms – capacity issues are now far less of an issue and there are longer slot sessions available – The system is dynamic and I feed the student feedback into the meetings</p> <p>Longer swimming slots – Had some swimmers request longer slots so I worked on taking that forward and now they do</p> <p>Promoted campus leagues and other ways of getting active – campus league had its all-time high sign ups – was at 180 compare to 159 the year before. Clubs are also seeing fantastic numbers in light of the situation</p> <p>Constantly work with students on how to adapt training sessions and get people active and involved, whilst remaining safe.</p> <p>Got some great work planned for Support month for student’s <b>mental</b> health (as noted below). Also shared signposting a few times for mental health charities and support. Also took the course – UK Coaching Mental Health Awareness for Sport and physical activity.</p> <p>Touching base with a nutritionist from UB Sport to roll out student nutrition.</p>

Written Statement Item #2	
Inclusivity and Fair representation	
Context:	Remove the barriers that cause people not to participate in sport. Use the fresh start to eradicate any bad traditions that clubs may have and educate those (especially on committees) the benefits of inclusivity. Every student will feel confident to enjoy sport and then reap its benefits. No student will feel that they cannot take part in a sport based on their race/creed/identity/ how they feel/ amongst other things. This will not only help students, but also increase participation which in turn can improve performance level.
Progress:	<p>Personally set up the Inclusive Legacy Team. Which has met twice already and got some great plans for the future and to meet again. The plans involve producing documents from each of the PTO’S to deliver to committee members in a presentation – I will also summarise and make a poster which can be shared (waiting on the PTOs).</p> <p>Worked with Israel on the UoB ethnicity athlete network, again waiting for him on this further</p>

	Working extremely closely with Imogen (weekly). Already put out a survey for wheelchair basketball to gauge student interest – spoken to UB Sport about potential trials and tasters. Also worked in creating a link between the swimming team and a swimming club called Alta which specialises in para swimming.
--	--

Written Statement Item #3

Improved communication between student athletes and academic services

Context:	Better support from the university for our student athletes. This should start with tutors frequently (bi-weekly to monthly) checking up on those students that do sport. Means it removes some of the disincentives to take part in sport. Many people opt to not join the committee or even take part in sport in their final year because of the time commitment of sport. This goes against what the university sells to many prospective students – how important sport is, all its benefits etc. Students feel they can be let down in their final year by almost having to put sport to the side. This can almost be counterproductive as sport/exercise when correctly balanced, can help academic productivity (something to look forward too), time management and wellbeing.
----------	---

Progress:	<p>Met early into my tenancy with academic services and they like the idea of sport support.</p> <p>Met with Jules to discuss tutors bi-weekly checking in, especially on committee members - asking about time management etc. We spoke about the implementation of sign posting specific to sporting student issues. We are having another meeting when he is less busy (wants to pick up on it after US Elections).</p> <p>Essentially can make more progress after that meeting and also when sport returns in the form of competition -- Also worth noting the great support from club development (which I sit on) for students involved in sport</p>
-----------	---

### 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
<b>Return to Sport (Test to Play)</b>	Successfully worked with UB Sport to get Sport back on Campus. Including requiring students to have a negative test (twice a week, one minimum) to play. This makes it

	safe and enjoyable for all. Great for student mental health
<b>Safe Exercise Initiative Update</b>	Delivered all of the safety Alarms, continue to post route updates and have seen running groups come together
<b>Gym Refunds</b>	Every student gets a refund for the time in which they could not access the gym this year
<b>Sport Refunds</b>	Every student gets a refund for the time in which they could not partake in their Sport for
<b>Short-Term Gym Memberships</b>	Allowed/worked for students to buy short term memberships for the remainder of the academic year
<b>Not On Canvas Modules</b>	Working with Not On to produce a Not on Canvas Module which future committee members will need to complete
<b>BUCS Inclusion</b>	Invited a BUCS inclusion member to a discussion about how we can make Sport more inclusive
<b>Gender Policy in Sport</b>	Met with an alumni who is now high up in a Water-Sport (with Alex Heighton aswell), and spoke how Sport can be more gender inclusive.
<b>Presentations for Prospective Students</b>	Delivered a presentation to prospective UB Students all about Sport, the facilities, exercise opportunities, social side and much more
<b>Chaired Multiple 'Thinking of Running for Committee Sessions'</b>	Chaired meetings, which had a panel of current committee members for students thinking of running for committee positions. Did this multiple times and always got a good turnout.
<b>Commonwealth Games - Student Opportunities</b>	Continue to work on Commonwealth games meetings, and planning to feed this onto activity next year
<b>Student Sport Support</b>	Met with Jules to discuss improving the communications between student athletes

	<p>and tutors. We then took this to Celia who mentioned the positives of the weekly group tutorials including speaking about things outside work - I asked for this to be furthered and there i going to be focus groups with each Colleges senior tutor team for things to carry forward to next year where this will be included.</p>
<p><b>Gym Refunds</b></p>	<p>Worked tirelessly with UB Sport and the University to get all students full refunds for the periods the gym has been closed for. This is currently still ongoing on the point of writing this report, however I hope to have an update by the time of the panel.</p>
<p><b>Safe Exercise Initiative</b></p>	<p>Launched the Safe exercise initiative - Link here for the full info  <a href="https://www.guildofstudents.com/safeexercise/">https://www.guildofstudents.com/safeexercise/</a>          / (If it doesn't work then please just copy the link and put into google).</p> <p>It has currently been taking up by approximately 100 people - I have placed people into running groups, put out a form for the alarms to be delivered, and posted multiple running routes already.</p>
<p><b>Nutrition and Meal Plan</b></p>	<p>Since the feedback of the last scrutiny panel I scheduled a meeting with Fiona Wilkie from retail. We had a very good conversation regarding student nutrition, and the importance of getting chef's to 'cook' rather than use packaged already done products. We are meeting more regularly to have my input upon healthy options, and have been invited to attend the innovation lab that she has with the chefs at the university. At this lab is where the different foods are trialled, and the ideas are discussed. This will enable me to input the focus on nutrition, of which is also important to them. This also applies for all the restauratns on meal plan.</p>
<p><b>Return to Sport</b></p>	<p>Its understood that not all students can/will return at Christmas. So I have worked with UB Sport over the return of the gym as of</p>

	<p>immediate effect from the lockdown. On top of this, clubs to provide activity in line with guidelines - however there is no expectation for anyone to have to train (isolation, not being here, going home etc) - it is just there for those that want it (and is safe!).</p>
<p><b>UB Sport SMT</b></p>	<p>Meet 3 times a week, this is where lots of decisions and updates get made (Keeps me closely in touch with all walks of life in UB Sport). Frequently have 1:1s where more specific matters can be addressed.</p>
<p><b>Club Development</b></p>	<p>Meet 1-2 times a week, Here I give the student input I've received from clubs, and get an insight into what is being done. From there I can relay this back to students. Worth noting, often have calls with Becki (Club Dev manager) about clubs.</p>
<p><b>Student Sales review</b></p>	<p>Here the 'numbers' and analysis are looked at. This is very important. We see what the capacities of everything 'UB Sport based' are, how we can manage it, potential solutions. This is where the longer slots for the gyms and the better capacity demand come from. This is monitored weekly.</p>
<p><b>Inclusive Legacy</b></p>	<p>Discussed above under action plan with inclusivity. Doing great work with the PTO's to remove the barriers in sport</p>
<p><b>NOT - On affiliation</b></p>	<p>Sexual Harassment and Domestic Abuse training - Training I signed up for with tender. Fantastic insight, and have messaged Alice about how it can be implemented into the Not-On Work, and fed into sports clubs. Also sit on the sexual harassment steering group (as mentioned below in appendixes)</p>
<p><b>Support Month</b></p>	<p>Men's mental health podcast/zoom record</p> <p>Reach out screen record video with Charlotte (team mates, friends)</p>

	<p>Sports captains video - ok not to be ok</p> <p>Movember, me and Jules chat about it - post around clubs doing it</p> <p>Influencer to say a message?</p> <p>Physical and mental health intertwined post</p> <p>Conversations with NUS tutor group over what they have done at their universities</p>
--	---

**Have given a near exhaustive list of all the meetings I go to below in the appendix.**

## 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
---------------	-------------------------------

## Other student issues, meetings or projects to note:

- Treating this like an appendix of my meetings (if that's okay?). It's a near exhaustive list of the relevant meetings I've attended

<ul style="list-style-type: none"> <li>▪ <b>Commonwealth Meetings</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ About student engagement into the commonwealth games and what can be done for the students</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>GCF</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ I sit on the student engagement group - how to utilise social media and to provide incentives for student engagement</li> </ul>

<ul style="list-style-type: none"> <li>▪ <b>Virtual Sports Fair</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Helped with the running of the fair and was essential in the promotion of the event (produced multiple videos)</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>S&amp;F Filming</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Frequently film for S and F about what is being done and roll out to the students</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>BUCS WM Meeting</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ BUCS updates and can relay this back to students - term 2 BUCS start logistics being looked into</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>PlayMaker</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Work with player-layer to look into student deals and what can be done students kit wise in term of support.</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>NUS Tutor Group Catch up's</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Our group occasionally meets to discuss good things we are working on and whether they can be shared</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>All In App</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Sought out an app company which makes the organising of socials (virtual included) much easier as had some messages from social secs saying they were struggling</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Trustee Board</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Discuss the plans and work of the guild</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Black Voices Working group</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Linked with the Inclusive and fair representation - the UoB ethnicity athlete network</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>OFFICER TRAINING'S</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Things like the NUS Lead and change, lumina sparks, tender, blue edge etc</li> </ul>



<ul style="list-style-type: none"> <li>▪ <b>Psychology PGT and PGR Induction Talk</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Inducting the incoming psychology students into the role of the guild</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Task and Finish</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ I sit on the Governance, Infrastructure and Support Task and finish Group</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>CQAAC and CEC</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ I sit on these for LES.</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Finance committee</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ To discuss the finances of the guild</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>FTOG</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Weekly, where we discuss everything going on in our diaries/projects and discuss any issues of whichh are relevant to other officers</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Joined up conversation</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Normally after FTOG, with university staff to make sure our efforts are joined up and can work together where we can</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>GOG</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Same as FTOG, but with all the PTO's</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>UeB/Guild meeting</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ With the most senior people at the university to make sure the guild voices are heard and factored in</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Meal Plan with Fiona</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ To discuss how best to utilise meal plan with the incoming students and the using of meal plan at other services (and shops). Potential for prioritising health options</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Sustainability task group (with Lydia)</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Meets fairly frequently, discusses the plans around sustainability at the university</li> </ul>

<ul style="list-style-type: none"> <li>▪ <b>Sustainability group (societies)</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ This is with all the societies relevant to sustainability; we discuss and share what can be done by them</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Meeting with Edward Shelley</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Transport officer at the university, discussed the push for connecting the super-highway to the vale/campus. Also, the potential of a fun-cycle ride in the future to promote the super-highway</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>E&amp;E meeting</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ I Chair this meeting, things like Green Week are discussed, and how to get the Green Impact score up. Work closely with Matt on this</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>E&amp;E Officer 1:1s</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ I Meet very frequently with Matt Griffin to streamline the work surround sustainability and the environment</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Sexual Harassment steering group</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Discuss the measures that can be done around sexual harassment at the university</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Director of Sport Interviews</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Involved in the appointment of a new DoS</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>Varsity Theme and UoBe Festival</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Looking into the role of Sport for the different colleges involved in varsity (UoBe).</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>SGX Annual grant allocation</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ The allocation of grants to student groups</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>CEO/SO 1:1</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Meet with Jo to make sure we are up to speed</li> </ul>

<ul style="list-style-type: none"><li>▪ <b>Tom Snape/SO 1:1</b></li></ul>	<ul style="list-style-type: none"><li>▪ Meet with Tom to make sure we are up to speed</li></ul>
<ul style="list-style-type: none"><li>▪ <b>CHEF</b></li></ul>	<ul style="list-style-type: none"><li>▪ To see all the changes in Higher education</li></ul>