

## Guidance

- There are four sections to this report – (1) Roles and Responsibilities, (2) Written Statement (Manifesto) Action Plan, (3) Student Ideas & Policy and (4) Other Student Issues, Meetings or Projects to Note.
- You should write in all four sections, but it is up to you to decide how much you would like to write for each section.
- Your report should be submitted one week before your session. Completed reports should be emailed to Rozena ([r.nadeem@guild.bham.ac.uk](mailto:r.nadeem@guild.bham.ac.uk)) and Scott ([s.dawson@guild.bham.ac.uk](mailto:s.dawson@guild.bham.ac.uk))
- If you are unable to submit your report on time, please let Rozena and Scott know ASAP
- You will have two minutes at the beginning of your meeting slot to provide any further updates verbally

<b>Officer:</b>	Sports Officer
<b>Date of Panel:</b>	27/10/2022

## 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.

Please feel free to add extra rows if you need to.

Meeting / Project	Outcome For Students
Weekly UB Sport senior management meeting	Transparency with UB Sport and the issues they are facing and ensures a student perspective is given in important issues at UB Sport.
E&E committee and Sustainability Steering Group	Ensures the Guild and University is upholding high standards for sustainability and delivers a successful Go Green Week. Holds the university accountable for sustainability and creates a direct avenue to feedback and apply pressure to the Uni.
Activities committee	New student groups, grant allocations, and constitutional amendments are carried out with student interest at heart.

## Written Statement (Manifesto) 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.

Please feel free to add extra boxes if you need to.

Written Statement Aim #1	
<b>Student welfare in sports clubs</b>	
Context:	
Progress:	Planned and executed two additional welfare training sessions. Provided welfare secs with signposting resources to Uni support services. Collating feedback from these sessions and looking to collect data from the University’s support services on the number of sport-related issues. Looking at the possibility of future sessions alongside UB sport.

Written Statement Aim #2	
<b>Marketing of sports clubs</b>	
Context:	
Progress:	Advertised perks of joining sports clubs and Sport & Fitness gym via social media and committee communications.

Written Statement Aim #3	
Context:	Student feedback system
Progress:	Student sports executive group applications have begun, terms of reference in process of being written. Enquired about having a feedback box in the UB sport weekly newsletter.

## Student Ideas and Policy

This section is for you to report on progress made on student ideas and policy that you have been allocated from the Guild's decision-making (democratic) process.

You only need to provide updates on your actions.

You can also add ideas or policy as they are submitted throughout the year.

Please feel free to add extra rows to the table if you need to.

Idea / Policy	Action Taken Since Last Panel
Idea / policy title	

## Other Student Issues, Meetings or Projects to Note:

Issue/Meeting/Project	Context/Updates
<b>Movember</b>	Working with UoB Movember rep to increase engagement and fundraising, and events with Movember, especially in sport groups.
<b>Uni Boob Team Sports night takeover</b>	Planned and executed a sports night takeover with the UBT in support of Breast cancer awareness. Included a theme and fundraised £1,391 from Sports clubs, 139% of our target.
<b>Sports night ticket allocation</b>	Communication with social secretaries to conduct the complex allocation process. Dealing with multiple queries a day relating to this.
<b>BUCS Regional meetings and Advisory Group</b>	Representing UoB and West Midlands BUCS athletes at regional and national meetings, aiming to improve the BUCS experience for students.