

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:	Charlotte Minter (Welfare and Community Officer)
Date of panel:	10/12/2020

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	
Make the University wellbeing services more accessible and inclusive	
Context:	To assess the support available outside of University hours - is it sufficient? Where are the gaps? Also to look at how successfully students can access support remotely, not just in COVID times but if they are on a year abroad for example. Also to assess how attractive the services are to students from different marginalised backgrounds, particularly students of colour.
Progress:	University now launched new student support service, Spectrum Life, offering students 24/7 support, with counsellors available in 25 different languages and waiting times 10 days max. I was involved in the process for choosing this provider and pushed for Spectrum Life because of these reasons. I'm in regular communication with the University about how the service is operating and am keen to review it in depth before my time in Office is done.

	<p>We recently obtained demographic data from the Counselling and Psychological Practitioner teams as part of our aim as Black Voices campaign to ensure students of all backgrounds are accessing support. This was useful to see and we had a good chat with the outgoing Assistant Director of Student Support about the data.</p>
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Written Statement Item #2	
<p>Increase awareness of Not On campaign</p>	
Context:	<p>To encourage more students to do the training, making students more aware of what counts for sexual harassment and therefore more likely to come forward for support, more confident in bystander intervention or less likely to behave inappropriately themselves.</p>
Progress:	<p>We're currently discussing the idea of a Canvas course with the University that encompasses some basic Not On knowledge and encourages students to go further and access the workshops. I'm also reviewing the Accommodation Pass to try and get some mention of Not On in there and make it more explicit that sexual misconduct on campus is Not On.</p>

Written Statement Item #3	
<p>Give students more access to tools that teach them how to be actively anti-racist.</p>	
Context:	<p>As part of a wider plan for a more inclusive campus.</p>
Progress:	<p>Planning to talk more to the Voice team and Ethnic Minorities Officer about the Be the Change workshops they're creating and how I can help to promote or input as WCO. Continued discussions with EDI lead at the University re their Inclusivity Canvas modules.</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
DBFO meetings (Pritchatts Village planning meetings)	Student voice in the development and reconstruction of Pritchatts Village.
Rent Right meetings	Joined up conversations on the private housing market with Guild and Uni
Hate Crime/Hate Incident Ops Group	Assessing different ways to report hate crimes. Looking at tools available to combat hate crime
Sexual Harassment Steering Group	Assessing ways to report and support available once reported. How far the University can and will investigate and clarifying where their jurisdiction starts and ends. Awareness of the different types of sexual harassment that students can face.
OfS Harassment and Misconduct consultation	Helped formulate response to the OfS on how harassment and misconduct are handled under their regulatory powers.
Pause Evaluation and Management meetings	Fed back on what students would like to see more/less of within the service.
Task and Finish Group SUMS review	How the Guild and University services can best benefit students.
UoBe Festival Operations Group	Student voice in operations planning for UoBe festival
Care Leaver working group	Making sure care leavers are recognised and supported at the University
Landlord Membership Scheme meeting	Making sure landlords understand the current concerns of students and the difficult situations they are in.
Selly Oak Stakeholders Meeting	Joined Up conversations with police and community stakeholders re student safety etc in Selly Oak

Self-Isolation Support meeting	Involved in meetings before students returned to discuss how best to support isolating students In university accommodation.
Campus and Community Safety Group	Joined up conversations discussing trends on campus and In the community that may threaten student safety.
Student Conduct review meeting	Delving into where the University can and cannot investigate misconduct.
Welcome Week Planning	Organising events for students in Welcome 2020.
SLAS Project Board	On the project team for implementation of the new Stars system, focusing on student learning and academic support.
Universities Meeting	I act as a student representative at the West Midlands Universities meetings with representatives from Public Health England and Birmingham City Council
Trustee Board Meeting	Overseeing the direction and travel of the Guild as a charity.

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
Black Voices Student Support Working Group	More conversations as mentioned in first written statement. Plans to get more data and analyse the data we have to hand
Sexual Misconduct	Need to seek clarification on what the exact action for me to take regarding this from the 'ideas' submitted and distributed at GoG.

	In ongoing meetings/discussions with the Uni surrounding conduct and sexual harassment
Increase the Amount of Secure Cycle Parking at University of Birmingham	Spoke to Head of Student Services about this. Plans to launch big initiative to decrease bike thefts which includes safer bike storage provision. Have asked to be included on the project.
Community Partnership 4 Selly Oak	Aiding good relations with the Community - inputting opinion on new development plans for Selly Oak
Landlord Membership Scheme	Regular meetings with landlords - opportunity to discuss issues facing students and implement best practice.

Other student issues, meetings or projects to note:

- Hosted an online Vigil to remember those we have lost to gender-based violence, in collaboration with BCU
- Worked and met with Reclaim Campus UoB to lobby the University for changes across campus and think about what we can do as a Guild to make the student experience safer
- Helping lead on a safety campaign with the Community Wardens. From these discussions we've reintroduced the Selly Express and the Med School express. We're monitoring personal safety alarm provisions and will respond to demand. Regular meetings to discuss issues around safety and what more we can do for students or to create a different culture on and around campus with regards to sexual misconduct, involving the Not On campaign. Also aiming to encourage reporting
- Meetings booked in with Library Services to discuss relaxation spaces on campus, with reference to the Sleeping Pod idea on my original manifesto
- Secured water provision in the library for students who need it for a medical condition whilst the water fountains are out of action
- Met with local MPs, Steve McCabe and Preet Gill to discuss issues our students are facing
- Attended Birmingham Shelter's Fair Housing Campaign Meeting to discuss the issues that students face in their student housing/accommodation. This will be added to their people's manifesto.
- Worked with National Express to get a student portal up and running - in collab with Uni

- Worked with PO and EO to review Leave of Absence process for students
- Secured £10,000 for the Guild Advice Hardship Fund with help of PO, EO and IO
- Reviewed the University's Hardship Fund processes/allocation/promotion/accessibility
- Housing campaign activity - hosted Live Q&As with landlords and student accommodation experts for the Housing fair