Scrutiny Committee – Officer Report Template 2023/24

**ARCHIE ROBINSON - UNION PRESIDENT**

Please fill in your report as best as you can. It will be reviewed by Scrutiny Committee within a week of submission and it will be returned with some questions. After you receive them, you will record a short video answering these so students can be informed about your report.

**Note:** Not everything you work on will be part of your manifesto so please mark whether it is or not. This includes if they idea was changed or updated after you were elected.

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| Work title:  (This could be a campaign, project, or another thing you are working on) | SMART Goal: | Is this related to your remit or manifesto? | Update (250 max): | Wins or challenges: | Traffic light status\*: | Next steps: |
| Festival of Culture | Specific: Creation of a cultural event and activity on campus that cater to a diverse range of backgrounds and interests, aiming to create a welcoming and inclusive environment.  Measurable: Measure the success of this goal by tracking the attendance and participation in the cultural event and gathering feedback from students on their sense of belonging.  Achievable: Collaborate with student groups and societies, local cultural groups, and academic departments to plan and execute these events. Allocate necessary resources ensure the success of the initiative.  Relevant: This goal is aligned with the university's commitment to fostering diversity, inclusion, and a sense of belonging among its students.  Time-bound: Launch the Festival of Culture by February. Evaluate its impact and make necessary adjustments for continuous improvement for future years. | Y | Working with our Liberation Officer, we decided to create a large-scale cultural event which will have emphasis of inclusion on our campus. Originally, I wanted to do a ‘day of culture’ and Jade a ‘night of culture’, so it made sense to produce a jointly lead *Festival of Culture.*  Together we have received funding (from sticky campus and internally) that provides us to engage with all of our cultural societies to showcase their cultures to us, which no doubt will be the first large scale event this University has ever produced.  I think for an event like this to be produced to the quality that me and Jade will deliver, there needs to be reasoning and not allow it to be ‘tokenistic’. At this University, we thrive on culture, being one of the most culturally diverse campuses in the entire UK. With that, however, comes great responsibility to deliver an experience that all students can relate to, and in our opinion, this is the first stepping stone in making this a reality on our campus.  We are an inheritably British institution, with our buildings and corridors reflecting the successes of predominantly white males of the past – yet our campus shows excellence from across the globe, and me and Jade will be showing this on the biggest scale.  We are currently in the planning process of this event, highlighting what societies to include, how much budget to give them and where to do the event, which is likely to take place during Inter-Faith week in February, and will be free for all to attend. There is currently a working group made up of myself, the Liberation Officer, the Liberation and Inclusion Advisor, the BAME Officer and the Student Experience Project Manager. | Wins:   * Securing £10,000+ to host the universities biggest ever culture festival * University Stakeholder engagement   Challenges   * Finding areas of expertise in large-scale event delivery * Finding the best space on campus to host an event * Student engagement question |  | * Reconvene the working group to finalise the plans for the event. Set out clear goals and actions for all involved and begin the work on assets and purchasing materials for the event. * Contact all faith and cultural societies to gain their engagement, offering them a sum of money to showcase their culture in the event. |
| Cost of Living Action Plan | Specific: Create a comprehensive cost-of-living action plan that includes a list of resources, financial assistance options, and guidelines to help students manage their expenses during their time at the university.  Measurable: Measure the success of this goal by tracking the number of students who access and utilise the resources and guidelines provided in the action plan.  Achievable: Collaborate with the university, student support services, and external organisations (such as BlackBullion) to gather relevant information and resources. Ensure that the action plan is clear, user-friendly, and accessible.  Relevant: This goal is aligned with the university's commitment to supporting students and addressing their financial well-being, contributing to a positive student experience.  Time-bound: Develop and publish a public cost-of-living action plan by the start of the next academic year (Sept 2024). Regularly update and improve the plan based on student feedback and changing circumstances to ensure its ongoing relevance and effectiveness. | Y | The cost-of-living crisis is obviously at the worry of most students, with rising prices in rent, bills, food and general activities increasing exponentially.  In the absence of a Wellbeing Officer, I have been the Students’ Union lead on the delivering support for the cost-of-living crisis. This piece of work is extremely difficult to navigate, with the University not having endless amounts of money to provide to students, they have needed someone to give them direction on how to support students.  Firstly, we have ensured the hardship fund process is simple, easy, and antiinvasive on students lives. As this was a bigger topic itself, I will reflect more on this in the latter stages of this scrutiny report.  With the Director of Student Wellbeing and Belonging, we have also formulated a cost-of-living action plan. This includes engaging key stakeholders across university departments, such as LSP and library services for example. By doing this we have tasked departments to be proudly radical in their thinking, and not accept mediocracy.  We have begun to make some headway, pressuring LSP into making their food offers more financially inclusive, and working with the library services to make printer credit free for students.  I would be happy to share the full plan should anyone be interested.  Next, based on feedback, we need to work on a handbook where all available resource can be available, to help students. | Wins:   * University and stakeholder support. * A plan is in place to support students   Challenges:   * Funding from the University * Ensuring we can cover as much as someone’s hardship as possible |  | * Reconnect with the Director of Wellbeing and Belonging to check the progress of the cost-of-living action tracker. * Begin work on creating a comms plan for cost-of-living support available for students * Keep fighting for students when talking about university finances. |
| LeicsCook/Cooking Classes | Specific: Create an enjoyable yet informative cooking skills class in order to show students how to cook cost effective meals in the most enjoyable environment.  Measurable: Measure the success of this goal by tracking the number of students in attendance (we are capped at 16 competing students for the first one) and how many student cost of living cook books we can give out (100 available).  Achievable: Collaborate with the university, LSP and the Student Experience Project manager to build a clear plan, ensuring the event is accessible and available for all. Also work closely with the marketing team to create assets and physical assets.  Relevant: This goal is aligned with the universities and union’s commitment to supporting students and addressing their financial well-being, contributing to a positive student experience.  Time-bound: Launch this event on the 17th November, and if positive feedback is received, begin planning for LeicsCook 2. | Y | This initiative was born out of our commitment to offer direct support to students facing the challenges of the rising cost of living. Initially, our idea centred around hosting cooking classes in collaboration with accommodation services, something that was successfully executed with the help of ResLife. However, in collaboration with the Student Experience Project Manager, Hannah Congrave, we decided to elevate the engagement by introducing an enticing cooking competition, offering students the opportunity to create cost-effective meals and stand a chance to win exciting vouchers and prizes.  The effort put into bringing this event to life has been truly remarkable. We've gathered the support of the university and estates, designed the event's aesthetics, and ensured that every aspect was planned. Our allocated budget of £1000 covered all expenses, including a £100 prize for the winning team and the creation of 100 "SU Recipe Books" for all students. Notably, this budget allocation allows us to consider future iterations of 'LeicsCook' at minimal cost, with most of it directed toward necessary appliances.  As of the time of writing this report, we're happy to share that we have already received sign-ups from 30 students, marking a significant achievement for the University of Leicester's inaugural event of this kind.  Furthermore, we are optimistic that the University of Leicester Bake Off's star, Joshua Smalley, will join us as the head judge for this event. If you require more information regarding the event or wish to get involved, please feel free to reach out! | Wins:   * Secured Funding of £1000 * Large interest in the event * Genuine support for those struggling to cook cost-effectively   Challenges:   * Space on campus (took 2 months to be able to use a space) * Cooking safety (we have LSP supporting with knife skills and ensuring food is properly cooked) |  | * Deliver the event and gather feedback on how we can improve, and see if students found it useful for producing cost effective meals. |
| Hardship/International hardship funds | Specific: Advocate for the establishment of an International Student Hardship Fund at the University of Leicester, aiming to provide financial support to international students facing unexpected financial challenges.  Measurable: The creation of a international specific fund within the next academic year.  Achievable: Collaborate with relevant university departments, such as the Student Support Services Department, creating the fund that aligns with the university's financial capabilities and regulations.  Relevant: The establishment of an International Student Hardship Fund addresses a pressing issue faced by international students, contributing to their overall well-being and ensuring that they can fully engage in their academic and extra-curricular activities.  Time-Bound: Have a fund available by December 2023 | Y | This was a side endeavour form my work on the cost-of-living crisis. Having been a student who desperately needed the support the University had to offer, I understood how horrible the process for accessing hardship was, and this invasive process often put more stress on to the student rather than help it. When I came into post, I vowed to ensure this process would be easier for students, especially due to the current financial climate we find ourselves in.  When becoming President, I met with the Director of Wellbeing and Belonging and the Academic Registrar and explained my concerns with how invasive the process for hardship was, previously requesting all previous bank statements to make a judgement.  To ease my worries, it was positive to know work was already on the way to help ease this process, and with my guidance from a student perspective, I am happy to say that we are now in a position that we are comfortable that students will find this process simple, easy and antiinvasive.  As for International Students, many rules apply which mean they may not be eligible to receive hardship, which has often put a barrier in place for those students. After echoing my concerns, we now have an International Specific Hardship fund (£10,000) which will cover immediate emergencies for international students, should they find themselves in that situation. | Wins:   * Ensured and, made the hardship fund easier for **all** students! * New international student fund available * No requirements just an application form * No longer invasive   Challenges:   * Limited money, university have less to offer this year/ |  | N/A |
| Heating on Campus | Specific: Ask the University to conduct an energy audit to assess and improve heating systems on the University of Leicester campus, with the goal of enhancing energy efficiency and thermal comfort in all campus buildings.  Measurable: Identify the key areas of student complaints regarding heating (most notably in the older buildings {MSB, FJB} and work towards instant solutions.  Achievable: Collaborate with the University's Estates and Campus Services team to ensure a comprehensive and realistic assessment/Service Level Agreement (SLA) of heating systems is created.  Relevant: Enhancing the heating systems aligns with the university's sustainability goals, reduces operational costs, and contributes to a more comfortable and productive learning and working environment for students and staff.  Time-Bound: Commence the energy audit process immediately and push for proper signposting of areas that lack efficient heating. | Y | This was in reaction to direct feedback I had received from students explaining that they believed some areas/buildings on campus were considerably cooler than others, causing discomfort whilst studying.  Based on this feedback I have acted accordingly, and reached out to the Director of Estates and Campus Services, Kirsty Woodward. Following this we have begun to work on a Service Level Agreement (SLA) which will complete an audit on all heating provisions the university has to offer, to ensure buildings are heated properly, especially with winter around the corner.  As well as this, we have agreed to work together on a comms plan around heating on campus, with relevant signage and reporting functions for students to easily use should they think a particular building is too hot/cold.  This work will help gather the correct feedback for us to act accordingly to keep our students comfortable across the entirety of the academic year.  Currently, this process is still in the SLA process, ensuring that there is an agreement in place that staff and SU agree on to move forward. | Wins:   * Ensure that this issue has been picked up as soon as possible * Student friendly comms plan underway   Challenges:   * Finances/sustainability – can’t have all buildings heated all the time. * University have some buildings which have multiple heating facilities due to the age of the building – so some rooms will be warmer/cooler than others. |  | * Agree and produce the comms plan for students. * Ensure the SLA is constructed with my feedback. * Gather feedback from students on the comms plan to see if it was effective. |
| Union Office Hours | Specific: Establish set office hours for student-facing departments within the Students' Union at the University of Leicester, ensuring that students have reliable and consistent access to support and services.  Measurable: Implement office hours for a minimum of the three key student-facing departments within the Students' Union within the next semester (Opportunities, Voice, Support).  Achievable: Collaborate with the senior leadership team to determine the most feasible office hours schedule while taking into account resource constraints and staff availability.  Relevant: Setting up structured office hours enhances the quality of support and services provided to students, fostering a more efficient and responsive Students' Union that better meets the needs of the student body. The departments will still be open their normal times, but with the Office hours will allow students to feel comfortable to come and query and know that they will get a response in that time.  Time-Bound: By semester 2, announce the office hours for the three key student-facing departments within the Students' Union, ensuring that students have improved access to essential services and support. | Y | Having been the Sports Executive Officer last academic year, it was very clear to me that the Union sometimes could struggle with responsiveness to student queries online and in person, due to the large influx of both at the same time. So, in my role as President I decided to act. I created the concept of Office Hours (drop ins), which would mean student facing departments would have particular hours each week set aside for all in person queries, allowing us to use our student staff more effectively, and making the processes easier for both students and staff.  This was warmly received by the SU staff and have agreed that in second semester we will trial the hours with appropriate signage. This won’t mean we will turn people away, but it will hopefully create a culture where students know (for example) they can come and ask the opportunities team to help resolve and issue in person Monday and Friday afternoons *– This was purely an example.*  The hours can also be used for students interested in employability in the various areas post-university, allowing them 1-1 time for discussion.  This will also help us use our student staff more effectively, putting more responsibility on them during busy times to help develop their skills further. | Wins:   * Agreed times * Agreed by staff   Challenges:   * Will students use the hours? (Hence the trial period) * Will it be signposted correctly? In a student friendly way? |  | * Deliver the relevant signposting. |
| Movember | Specific: Co-lead a successful University-wide Movember project with Jack McDonald (Activities Officer) and Joe Hyett (Sports Officer) to raise more money than last year (+£10,000)  Measurable: Engagement from students and sports clubs throughout the campaign.  Attainable: Last year we raised around £10,000 with little preparation. This year we aim to make more with planning that had started in July.  Relevant: The Movember campaign is a brilliant fundraiser to get involved in and this year we plan to make it bigger than ever with the university support.  Time: November 2023. | N | This year, the SU have been instrumental in the Movember campaign, both in the delivery and the planning. The working group has mainly been chaired by Jack McDonald, who is the Union lead for fundraising. In this planning we have led on key decision making in ensuring that this year’s Movember campaign surpasses its previous, with more engagement in sports and societies as well as general students.  Together we put a budget of £750 for this event, which covers various events such as having a barber on campus and a Movember LetsDisko fundraiser.  All of this has been mainly spearheaded by both Jack and Joe, and I have played a supportive role in ensuring the event can run as smoothly as possible. | Wins:   * We took the lead this year, ensuring activities are delivered. * Sport and society uptake looks positive after discussions   Challenges:   * University engagement |  | * Deliver Movember (currently all planned and ongoing) |
| SU Centenary | Specific: Develop a comprehensive Centenary event and communications plan for Leicester Students' Union, to showcase 100th anniversary celebration of the Students’ Union, which encompasses a wide range of activities and promotions.  Measurable: Plan for marketing physical assets to showcase our history over the past 100 years. Also, host an event where we can engage alumni and students to celebrate this remarkable celebration.  Achievable: Collaborate with the marketing team, alumni, and the fundraising team at the university to coordinate resources and develop a multifaceted plan that accommodates the SU's budget and staff capacity as well as developing a fundraising effort to give back to the student experience.  Relevant: The Centenary celebration is a significant milestone for both the university and the Students' Union. A well-organised plan will enhance student engagement and strengthen the SU's connection to the historical and cultural significance of the institution.  Time-Bound: Develop and finalise the Centenary event and communications plan by Semester 2, ensuring that it covers the remainder of the academic year. | N | The Union’s Centenary is something I feel very honoured to be leading this year, being the first ever President to lead the celebrations of the Union. The Students’ Union was founded in 1923/24 which was not something I was aware of until coming into post!  So, since I took the role in June, I immediately started a Centenary Planning Group, which will look at how we can effectively showcase and represent the last 100 years of our successes across campus. We will be looking at having a ceremonial presentation of previous officers/students and also a reception for everyone who has played an integral part in the Union in the past 100 years.  We will also be looking to run a Centenary Fundraiser which will look at gathering money from alumni etc… to give back into the student experience. This could include additional money for hardship funds as an example.  The working group has various SU and University staff on it together, working to ensure that we really showcase to students how far we have come in the last 100 years, and where we want to be in 100 years’ time.  We want to be able to launch this for January 24’. | Wins:   * Developed a strong working group * Gained support from the university fundraising team to deliver the biggest campaign we have ever led   Challenges:   * Funding * SU information – having available information from the past 100 years. |  | * Meet with the executive team to decide if we want to fundraise and what for. * Submit marketing requests for physical centenary assets. * Meet with Special collections to gather information of all previous officers. * Meet with Dan Flatt and Martin Cullen (Deputy and Chair of the Alumni Association & previous presidents of the SU) to discuss how we can link and create an event alumni would like/resonate with. |
| Governance Review | Specific: Conduct a comprehensive governance review of the Leicester Students' Union's officer structure, democratic processes, and trustee mechanisms to identify areas for improvement and enhance efficiency and transparency.  Measurable: Compile a governance review report with clear recommendations for structural changes, procedural enhancements, and trustee responsibilities. The report should be completed by an external expert and should be completed by midway through semester 2. This will then be proposed to Union Council.  Achievable: Form a group (CEO, Chair of the Board, President and Liberation Officer) which will review the external expert tender presentation, to ensure we select an expert who talks to our mission and vision.  Relevant: The governance review will lead to a more effective, accountable, and democratic structure, aligning the Students' Union with the evolving needs and expectations of its members. It will create a officer structure that is more representative of the student body, as well as ensuring its democratic structures are more effective for its members.  Time-Bound: Begin the governance review process by November, complete the review, and produce a comprehensive report with recommendations by Semester 2 to be presented to Student and University Council, and ensure that the implementation of approved changes is initiated within one year of the report's completion. | N | When coming into the role, it was evident when looking into our governance that we were extremely weak in this area, and with no CEO in place at this point, it was down to me as President to look into how we can change. From my research our constitution which is incredibly outdated, our democratic structures which need to be more engaging and representative, our officer structure isn’t representative of our current student body, and our trustee board needs an effectiveness review.  This is an awful lot of work which is far out of my realm as President, so with the new CEO, we have agreed to go out for an external expert to come and review our structures, consult students, staff and officers to find solutions in all of these areas.  In this review we aim to begin in November, we will: -   * Have a representative Office Structure taken to student and university council for sign off * Have a revamped Constitution which is in line with the sector * Have an effective board review * And have a revamped democratic structure for students to debate, consult and be informed.   All of this will require stakeholder engagement of students. Staff and officers, as well as requiring sign-off from student and university council. | Wins:   * Found funding * The whole SU is on board. * Had 7 extremely strong candidates to lead the review.   Challenges:   * Will student/university council agree the changes? If not a lot of money is wasted. |  | * Interview the shortlisted candidates. * Begin work on leading the review for the relevant structures to feedback to Student Council where necessary. |
| Pro-Chancellor (Students) | Specific: Due to the Universities Pro-Chancellor Students’ expiring, we have been challenged in electing a new Pro Chancellor Students’ with a cross campus ballot.  Measurable: Measure the success by having multiple external candidates running in the election, with the election gaining a high number of votes.  Achievable: Collaborate with the University Governance team to establish a clear pathway for electing a Pro-Chancellor Students, as well as gauging a shortlist of potential people students, staff and officers agree on.  Relevant: This is a posting that needs to be renewed every 3 years.  Time-Bound: Hold an election in conjunction with our Executive Officer elections in March. | N | This is one of the more fun areas of the job. The original Pro-Chancellor Students was introduced in 2019 following the Universities decision in making David Willets (a Conservative House of Lords member) the university chancellor. Following the backlash by both the Students’ Union and students, the University decided that we could have a Pro Chancellor (deputy to the chancellor) which would be the representative for students at the university.  In 2019 a cross campus ballot concluded that Suzie Imber would be our Pro Chancellor until 2022. Despite her term running out, there was no work done to replicate this last year, so I have picked this up as a matter of urgency.  Working with the Voice and Representation Manager, officers and students, we have collated names for a potential shortlist for our new Pro Chancellor. We have streamlined his with university discussions to ensure it is supported by University Nominations Committee and Council as it is a University position, not an SU.  We will aim to run the election to coincide with the Executive Officer elections to ensure student engagement and the shortlist will go out to students when those who have accepted to run agree.  We have also began setting out our expectations of the Pro Chancellor, to ensure they are engaging in events so student can look up and feel as though they are being represented in this role. | Wins:   * We can celebrate a new success in having an effective and engaged Pro Chancellor! * Student engagement in elections – due to the profile of some of potential nominations, it is likely to drive high engagement   Challenges:   * Legitimacy? Will the voter turn out be enough? |  | * Await confirmation from the Uinversity Nominations Committee to see if the shortlist was approved. * If approved, reach out to the shortlisted candidates to see if they wish to run in the Pro-Chancellor election. |
| Student Employability | Specific: Develop a dedicated Student Employability section on the Students' Union website, providing easy access to job opportunities, career resources, and guidance for students.  Measurable: Populate the Student Employability section with all SU job listings, create resources like UNItemps and University student job openings too, providing all students with easy access to jobs.  Achievable: Collaborate with the career services department, Union HR and UNItemps to establish all job openings.  Relevant: The Student Employability section aligns with the Students' Union's mission to support students in their academic and professional development, making job-seeking more accessible and convenient.  Time-Bound: Launch the Student Employability section on the Students' Union website by October 2023. | Y | During the cost-of-living crisis, the number of jobs students need are increasing exponentially. At the SU, we often have student staff roles pop up but we have been incredibly poor at signposting these.  So, because of this, I have instigated the creation of a job portal on our students’ union website, which clearly outlines what jobs we have available and links to University/Unitemps availability too. This way, students can easily find opportunities to support them in their job findings.  This was done with approval of SLT and the marketing team at the Union. | Wins:   * Quick an easy fix on the website * Clear and accessible   Challenges:   * If we don’t have jobs available, the route of the problem remains the same |  | N/A |
| College Reps Expansion | Specific: Incorporate college representatives into the Student Union's academic representation program, ensuring each college within the university has a dedicated student representative.  Measurable: Establish and train college representatives for all colleges within the university, with a goal of having one representative per college, and fully integrate them into the academic representation program within the next academic year.  Achievable: Collaborate with college administrators, academic staff, and interested students to identify and appoint college representatives, ensuring that adequate training and resources are available to support their roles.  Relevant: Including college representatives in the academic representation program enhances the program's inclusivity and effectiveness by ensuring that the unique needs and concerns of each college's student body are represented and addressed. It also bridges the gap between our School Reps and Education Officer, giving more support for students and staff in colleges.  Time-Bound: Begin the process of identifying and appointing college representatives by November 10th. | N | This was an example on how effective and positive stakeholder engagement can benefit all parties.  In my role I closely work with the Registrar and Secretary of the University. I explained to him that our academic representation program, although excellent, needs further support to bridge gaps between schools/course and colleges.  By proposing the introduction of college reps into our programme, we explained how having 3 part time positions (one per college) would allow us to maintain relationships, develop more constructive feedback and allow for greater responsibility on students to provide scrutiny to their University counterparts.  Ensuring we have student voice at every opportunity is extremely important, and with the registrar agreeing, the University provided us with 13k to have 3 part time student staff to be the main representative for their college.  We have had 58 applicants for these roles which is fantastic, and we are currently interviewing as I write this.  This will also help us determine if having a full-time officer team focusing on college representation rather than extra-curricular would be viable. | Wins:   * Secured £13,000 from the university! * 58 applicants in the roles, showing a successful model * Will vastly improve our academic rep model   Challenges:   * Effectiveness of someone in the post? * Would we get a good pool of applicants per college? |  | * Continuously reflect on the effectiveness of these positions. |
| Destress | Specific: Launch a comprehensive "De-Stress Campaign" providing students with a variety of relaxation events during the exam season, including yoga sessions and the provision of free food and drinks.  Measurable: Organize a minimum of three de-stress events over the course of the exam season, with active participation from at least 500 students across these events.  Achievable: Collaborate with societies to host events to destress their members and local food vendors to arrange for providing free food and drinks, ensuring the campaign can be successfully executed within the set timeframe.  Relevant: The De-Stress Campaign aligns with the Students' Union's commitment to student well-being, offering essential support during the challenging exam period and helping to reduce stress levels.  Time-Bound: Launch the De-Stress Campaign at the start of the upcoming exam season. | N | A working group is to be set up in November, consisting of student wellbeing staff, President, Liberation Officer, Education Officer and the marketing team.  A full update will be provided by the next scrutiny report. | Wins:  N/A  Challenges:  N/A |  | * Create a working group and begin the planning and delivery of this event. * Establish what to spend in our £3k budget. |
| Library Destress Room | Specific: Advocate for the development of a designated de-stress area within the library at the University of Leicester, aimed at providing students with a peaceful and comfortable space to unwind during intense study periods, such as essay writing and exams.  Measurable: Successfully secure approval for the creation of the de-stress area and ensure its implementation within the next academic year.  Achievable: Collaborate with the university's library management, the Academic Registrar and the Director of Wellbeing and Belonging and other stakeholders to develop a feasible plan for the de-stress area, considering available space and resources.  Relevant: The de-stress area aligns with the university's commitment to supporting student well-being and enhancing the learning environment, particularly during stressful academic periods.  Time-Bound: To have ready for 24/25 academic year. | Y | Conversations around this space began in the last week of writing this report, so I will feedback in the new report in the new year.  This was based on student feedback that students don’t have a comfortable area in the library to relax and take a moment away from their essay/exams. | Wins:   * Discussions have taken place and the idea seems to have some traction   Challenges:   * N/A |  | * Meet with Hannah Congrave and Nuala Devlin (academic registrar) to see how feasible this is and the timeframe it would take. |
| Sexual Violence Awareness | Specific: Spearhead a systemic change to raise awareness and support for sexual violence prevention within the University of Leicester.  Measurable: Create a post for staff or a campaign that can lead the fight against sexual violence at Leicester.  Achievable: Collaborate with relevant university departments(Standing Together), student groups, and external organisations to plan and implement the something effectively, ensuring that the necessary resources, information, and support systems are in place.  Relevant: The support for sexual violence aligns with Leicester Students' Union's commitment to creating a safe and inclusive environment for all students and is a crucial step in addressing a pressing social issue.  Time-Bound: To have something set in stone for semester 2. | Y | Being apart of the sexual violence awareness university committee, it has been evident that as a students’ union we are not doing enough to keep students safe on campus. From this, myself, the executive team and CEO/Director of Memberships services have looked into what resource we have available to be ‘proudly radical’ and support the fight against sexual violence.  There will be a more concrete update to come in the next scrutiny report. | Wins:   * SU on are the same page about needing to do more to support   Challenges:   * Sustainability of funding? |  | * Meet with the senior leadership team to discuss how we can find funding to support the fight against secual violence on campus. * Meet with Standing Together and the Director of Wellbeing and Belonging to see if there is opportunity to share resource. |
| Tuition Fee Transparency | Specific: Advocate for increased transparency in tuition fees at the university, aiming to provide students with a clear breakdown of all associated costs and a comprehensive understanding of how tuition fees are allocated.  Measurable: Collaborate with the Chief Financial Officer to develop and implement a tuition fee transparency breakdown, available for all students to access.  Achievable: Work closely with university to create a tuition fee transparency breakdown.  Relevant: The goal is in line with the commitment to transparency and ensuring that students have a clear understanding of the financial aspects of their education.  Time-Bound: By Semester 2 | Y | Tuition fee transparency is an extremely import for students to really see where their money is spent and if they are receiving the right experience for what they are paying.  I have worked closely with the Chief Finance Officer (CFO) of the University to produce a more granular transparency piece around student finances. Due to the extremely positive relationship, I have with him, he has kindly agreed to have it made up and published to students so they are able to see exactly where their £9,250 (home UG) and other expenditure goes.  By doing this, it will provide a level of trust for students, and equally allow for challenge so students can really demand change if they deem fit.  This will be released in semester 2, just awaiting the report back. | Wins:   * Change was accepted, University happy to be transparent.   Challenges:   * Value for money? If it proves unvaluable, what can we do to lobby? |  | * Await confirmation from the CFO and see if it is information students would appreciate. * If successful, roll out to the student body. |
| Trustee Board Recruitment (and enhancements) | Specific: Recruit two new Trustees to join the board of the charity, bringing in fresh perspectives, skills, and expertise.  Measurable: Identify and select two qualified candidates who meet the established criteria and complete the onboarding process, ensuring that they are actively participating in trustee responsibilities within the next three months.  Achievable: Collaborate with the nominations committee to select and interview candidates.  Relevant: The addition of two new Trustees will enhance the diversity and skill set of the board, strengthening the governance and strategic decision-making processes of the charity.  Time-Bound: By Nov 2023 | N | The Students’ Union’s trustee board is the most senior board we have, which ensures the smooth delivery of operations and finances to the board.  In the last 12 months we have lost 2 trustee’s due to commitments, so filling those gaps is extremely important to stay compliant, and to support staff.  As deputy chair for the board, I am the key individual for all board matters on the SU side, so organising the interviews and candidates has been my main role, whilst ensuring that the board application packs are complete.  We have now gone out for 2 rounds of applicants (the first only had 1 successful candidate) and we are about to interview WC 6th Nov. Ensuring we get the right personnel is imperative for success of the union, so usually I wouldn’t include recruitment on a scrutiny report, but due to the importance of this I could not leave it out.  The board has also received enhancements, allowing them to feel more integrated into out community in Leicester. This includes having their own email, lanyard/access to rooms, and events list and more.  I am finally setting up a trustee mentor programme between lay (external) trustees and officer trustees to ensure career development support is provided as well as enhancing the experience of being on a board. | Wins:   * Over 30 applicants on 2 rounds of recruitment * Extremely strong candidates   Challenges:   * -N/A |  | N/A |
| Student Council Feedback  ‘You said we did’ | Specific: Implement a project titled 'You Said, We Did' that is specifically focused on addressing and responding to feedback received from the Student Council.  Measurable: Identify, prioritise, and address the key feedback points from the Student Council within the next semester, with concrete actions taken and improvements made based on their input.  Achievable: Collaborate with the Student Council, analyse, and implement their feedback effectively, ensuring that the necessary resources and support are in place.  Relevant: The 'You Said, We Did' project underscores the importance of actively listening to and addressing the concerns and suggestions of the Student Council, fostering a culture of collaboration and responsiveness.  Time-Bound: Initiate the 'You Said, We Did' project focusing on Student Council feedback immediately. | N | Based on feedback from Student Council, it was clear that students need a leader to drive change and lead by example, something I plan to do.  Therefore, on the back of student council, I have created a ‘you said we did’ campaign, taking in all the issues posed by students and creating **concrete** actions on concerns raised.  This will allow me to prove that I can lead effectively to students, but also enhance our accountability to the university to really push for what students want and need.  Already I have had discussions around course enrichment, hardship signposting and food costings based on the last student council and will hopefully have updates this side of the winter break. | Wins:   * Extremely engaged cohort willing to give ideas for me to lead change   Challenges:   * Unrealistic asks? How to deal with them? * University potential blockage of ideas? |  | * Continuously respond and act on feedback given at student councils, creating a ‘you said, we did’ series, ensuring we are representing our students interests at every available opportunity. |

\*Refers to the RAG system of red (not started), amber (in progress), and green (complete).