****EXECUTIVE OFFICER REPORT**

## Report Information

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| **Officer Role:** | Vice-President Welfare |
| **Officer Name:** | **Katy Baker** |
| **Date of Meeting:** | 12/03/2020 |
| **Date of Previous Student Council:** | 13/02/2020 |

## Reporting

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| Summary |
| This month has been really busy looking in to different campaigns, organising events to raise awareness of welfare issues affecting students but also getting involved in different projects to represent students and improve their University experiences, some examples of this is housing and looking at the University’s strategy in terms of wellbeing; looking in to what the University already to in terms of preventative measures for student mental health.  I have been supporting Paul (LGBT Officer) with the LGBT history month events as well as working hard to campaign with the officer to have LGBT halls. Myself and Paul have been working on events such as having the Northampton Sexual Health Outreach Team in to provide some testing, signposting and information for students. We are also working on holding an event around LGBT education tailored to international students. Myself and Paul have worked with the marketing co-ordinator Zoe to put on a range of events based on education, advocating and celebration.  International Women’s Day is on Sunday 8th March have organised the Students’ Union to celebrate it on Monday 9th. I have written a blog post about different types of feminism, different celebrities who describe themselves as feminists and how I would like students to get involved this year. I have worked with Chris (Course Advocacy Co-Ordinator), the Sports and Society part-time officers about getting students involved on the day. This will entail students holding a whiteboard in front of them with an explanation on what feminism means to them. Furthermore, I am going to collect donations of clothes, blankets etc. to take to a women’s refuge.  University Mental Health Day is on Thursday 5th March and I am partnering up with the University to put on an event to help raise awareness on how important looking after your mental health is as well as showing the different local services and charities who are able to support students. I am going to be there promoting the Students’ Union and their sports and societies as this could help tackle loneliness and isolation. I am also going to be creating a pledge tree so students can share their self-care tips and how to look after their mental health. I hope that this supports other students and staff by getting ideas on how they can help themselves and others. I am also going to put some bean bags around the drop-in stand and have a no phone zone to encourage more face-to-face conversations amongst peers. I have also written a blog post about mental health and some important contact details that will be published around the date too. |

### Manifesto Pledges

What have you done in this reporting period (between the last Council meeting and now) to get you closer to achieving your manifesto pledges?

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| **Manifesto Point** | **Progress Since Last Meeting** | **RAG Rating** |
| Hold mental health panels led by lecturers & charities and to train the residential life team in mental health first aid. | Myself and Ryan have worked together to get some sports and societies committee members MHFA trained. We introduced this because some committee members were having concerns about some of their group members and their mental health. This half day course is something we want to introduce more often for more students to be trained.  I have been working with the Sports Officer, Tom to organise an event all about sport and mental health. We have decided on the date of 31st March as this is the day before varsity and it is based around having a good mindset as well as knowing the benefits of sport on your mental health. We are still in the planning process of this at the moment, we are contacting different sporting people around the local area and looking at the possible formats for the event. |  |
| Provide healthy recipes which are easy & cheap to make; create a food bank for students to swap perishable foods with other students. | Each Thursday, I post a recipe from Mob Kitchen on to my work Facebook page, this is to help tackle loneliness and isolation as well as encouraging budgeting and healthy eating.  I am currently writing up the risk assessment for the food bank and the first one will be at the end of March. Any left over non-perishable food will be taken to the Re:Store food bank. |  |
| Support international students with adapting to the Uni and the town. Help them engage with the Students’ Union & hold events for them. | A new cohort of international students also came in to the Students’ Union for an induction and had an introduction to the Students’ Union by an SU member of staff. I am currently looking in to holding an LGBT event for international students for LGBT History Month. I have been supporting Paul, the LBGT part-time officer in organising events catered to international students, this is based around education. organisations Q-space are coming in to do a session for international students on what LGBT means as well as some myths around it.  I would like to work with the International Officer to put on more events and see how we can get more international students to engage in the SU. |  |
| Meet regularly with the UoN Police team to make sure all students feel safe across all campus’. | Due to sickness, the knife amnesty has been postponed but will soon be rearranged and will be promoted to all students and the local community. |  |
| Have weekly drop-in sessions so students can come to me with any concerns e.g. housing, budgeting, mental health or welfare in sport. | I am running the drop-in sessions twice a week, once in the Engine Shed and once in the Learning Hub to increase presence across campus. This is being used as a signposting tool so students are directed to the right services if they are concerned about any welfare matters. I have supported students who are struggling with their finances and with their mental health. |  |
| Setting students up for the next step e.g. guidance on housing and mental health early intervention. | As well as signposting students in their drop-in sessions, I have made new partnerships with local health care teams and charities who support student wellbeing e.g. Northamptonshire Young Carers. |  |
| Making sure every student is heard across all campus’ and all demographics engage in the Students Union. | Throughout the year, I have put on different events to cater for different demographics for students including Togetherness Tuesdays, sports campaigns, project Awesome and International Women’s Day – all different campaigns and events to get different students involved. Our next step is to look in to involving more international students in events based on education about culture, disability an LGBT rights. |  |

### Mandates

What have you done in this reporting period (between the last Council meeting and now) to get you closer to completing your mandates?

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| **Mandate** | **Date of Mandate** | **Progress Since Last Meeting** | **RAG Rating** |
|  | MM/YY |  |  |
|  | MM/YY |  |  |
|  | MM/YY |  |  |
|  | MM/YY |  |  |
|  | MM/YY |  |  |

### Other Items

Please highlight any other notable actions since the last Council meeting.

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| **Issue/Action** | **Progress Since Last Meeting** |
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### Declarations

Please highlight any gifts or benefits received as part of your role in the reporting period.

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| **Gift/Benefit** | **Value** | **Reason** |
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### Meetings

Please list all meetings you have attended in your capacity as a student representative during the reporting period. In the update section, please focus on the issues discussed and how you represented student views in that meeting.

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| --- | --- | --- | --- |
| **Meeting Name** | **Date** | **Length of Meeting (Hours)** | **Update** |
| Wellbeing Steering Group | 25/02/2020 | 09:30-11:30 | Myself and Claire are chairing the mental health strand, we are currently looking at the preventative measures currently in place to support student and staff wellbeing. Our next step is to meet and look at which wellbeing initiatives are being well engaged and where there needs to be more promotion. |
| Sports campaigns | 19/02/2020 | 10:00-11:00 | With the help of the Sports Officer and VPUD, we have liaised with sports team and put some different dates for campaigns in before the end of the year. These campaign help to tackle different issues such as LGBT and mental health. |
| Mental Health Network | 26/02/2020 | 10:00-12:00 | I sit on this meeting which is held once a month with members of the University’s mental health team and representatives from different organisations. Our most recent meeting discussed the IAPT service how they can be utilised more on campus as well as how we can create new partnerships. |
| Sabbatical meeting x3 | 20/02/2020,27/02/2020, 05/03/2020 | 1:00-4:00 | We have weekly meetings to discuss what campaigns or projects we are working on, where we can help each other and where we can escalate this to. |
| Student welfare advice | 28/02/2020 | 10:00-11:30 | Myself and the new academic advisor discussed different cases, looking at any patterns and discussed how we can support students in these different areas. From these cases and the Emergency Hardship Fund, we are looking at how we can work with the University to support student expectations when they first enrol at the University. |
| Counselling campaign | 28/02/2020 | 12:15-1:15 | Following a meeting with Dean (Additional Needs Manager), we are building a case together to try and get the University to hire another counsellor to help to reduce wait times and help staff wellbeing by sharing the case load. |
| Education Committee | 03/03/2020 | 6:00-8:00 | Educational matters were brought up for faculty advocates to rely back and to feedback to the Students’ Union |
| Operational Steering group | 04/03/2020 | 2:00-4:00 | We brought different issues that are affecting students e.g. problems in halls and IT problems, these are now going to be looked in to more now by either myself, the VPUD or members of the University support services. |
| Disability co-ordinators | 09/03/2020 | 10:00-12:00 | - |
| SEC | 11/03/2020 | 2:00-4:00 | - |
| Project Awesome |  | 10:00-12:00 | This is a student-led space where students, staff and external organisations e.g Workbridge come together and carry out projects to help the environment on campus. |
| ISEG |  |  | This is a space to voice any Students’ Union concerns, at our last meeting we received a document about who are students are, the local areas they are from. My next step from this is to look at this statistics and see where we can support students in more minority groups. |
| Advice campaign | 28/02/2020 | 10:00-11:00 | With our new Advice co-ordinator in the role, we are working together to come up with an advice campaign to promote the advice service and focus on the advice service being independent from the University. |

### Timesheet

Please list your work hours during the reporting period and your main work location for that day.

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|  | **Week 1:** 17/02/2020 | | | | | **Total Hours: 33.5** | |
|  | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat** | **Sun** |
| In | A/L | 08:30 | 08:30 | 08:30 | 08:30 |  |  |
| Out | A/L | 6:00 | 4:30 | 4:30 | 4:30 |  |  |
| Total | A/L | 9.5 | 8 | 8 | 8 |  |  |
| Location |  | Engine Shed | Engine Shed | Engine Shed | Drop-in stand |  |  |
|  | **Week 2:** 24/02/2020 | | | | | **Total Hours: 42.5** | |
|  | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat** | **Sun** |
| In | 08:30 | 08:00 | 08:30 | 08:30 | 08:00 |  |  |
| Out | 5:00 | 5:00 | 4:30 | 4:30 | 5:00 |  |  |
| Total | 8.5 | 9 | 8 | 8 | 9 |  |  |
| Location | Drop-in stand | Engine Shed | Engine Shed/meetings | Engine Shed | Meetings |  |  |
|  | **Week 3:** 02/03/2020 | | | | | **Total Hours: 44** | |
|  | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat** | **Sun** |
| In | 08:30 | 08:30 | 09:15 | 08:30 | 08:30 | 08:30 |  |
| Out | 1:00 | 8:00 | 5:00 | 4:30 | 4:30 | 3:30 |  |
| Total | 4.5 | 11.5 | 4.45 | 8 | 8 | 7 |  |
| Location | Drop-in stand | Away day/Ed Com | Engine Shed/Avenue Campus | Learning Hub | Engine Shed | Learning Hub |  |
|  | **Week 4:** 09/03/2020 | | | | | **Total Hours: 38.5** | |
|  | **Mon** | **Tue** | **Wed** | **Thu** | **Fri** | **Sat** | **Sun** |
| In | 08:30 | 08:30 | 08:30 | 08:30 | TOIL |  |  |
| Out | 4:30 (approx.) | 7:30 | 4:30 (approx.) | 8:00 (approx.) |  |  |  |
| Total | 8 | 11 | 8 | 11.5 |  |  |  |
| Location | Meetings | Engine Shed | Drop-in stand | Engine Shed |  |  |  |