

Officer Report | President

Author & Job title:	Joe Bradford, SU President
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Meeting of:	Executive Meeting – Policy & Campaigns Committee
Action:	Approve
Summary:	<i>This paper provides an overview of work I have completed, as well as key events and meetings I have attended. It also refers to any gifts I have received or potential conflicts of interest that members should be aware of.</i>
Publication	<i>For publication to PCC and Edge Hill Students' Union members</i>

Section 1 | Overview



KEY PROJECTS 2018-19

- More student spaces**
 fighting for an expansion of student space into the Hub
- A winter ball**
 creating a formal event to recognise student achievement
- A more democratic union**
 more members' meetings & accountability to you
- The simple things**
 more access to kettles, microwaves, and travel options
- Supporting the team**
 supporting Dan in promoting societies, teams & Varsity; Luke in national representation, & Molly in mental health work


EHSU PRESIDENT


EHSUPRESIDENT

JOE


PROGRESS:

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Section 2 | Priorities for 2018-19

In this section of the report you will be writing in the progress of each of your projects. Once you've filled in the 'Project' column that can remain the same for the full year in every report and all you need to do is fill in the 'Progress' column before each meeting.

Projects		Progress
Write here a title or name which most closely describes your project		How has this area of work progressed since the last report or since starting in role (see S3 for full progress log).
General responsibilities	Trustee Board	<p>Since starting in role:</p> <ul style="list-style-type: none"> - Liaised with the board of trustees via email, aiming to organise a get together to get to know one another and promote an effective working relationship. However, this did not happen as we did not make quoracy. - Met with EHSU Chief executive to formalise induction process for the new trustees. - Worked with EHSU Chief Executive to re-organise a trustee board that did not meet quoracy. - Set up a meeting with Policy & Campaigns team to receive guidance on how to be an effective chair. <p>TO NOTE:</p> <ul style="list-style-type: none"> - Trying to pass the terms of reference that have been drafted for the Student Council through the board of trustees. - Unfortunately, the trustee meeting scheduled for 29/10/2018 was cancelled due to other sabbatical officers indicating they were unable to attend. - Some external Trustees have expressed their disappointment with the meeting being cancelled at such short notice, as this is not the first time it has happened. - First Student Council meeting was scheduled to take place on the 15th November. However, this meeting is now in doubt, due to the board meeting being cancelled, meaning the terms of reference have not been passed. It is important that we resolve this issue ASAP. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - Tried to reschedule a board meeting that did not meet quoracy. This failed, and I had to email the trustees on the 02/11/2018 to let them know that there were no other dates that would make quoracy. - Due to the failure to meet with the trustees. I had to email all of the trustees (based on a policy that was extremely time sensitive) which needed immediate discussion and a response.
	Board of Governors	<p>Since starting role:</p> <ul style="list-style-type: none"> - Attended two Board of Governors meetings, scrutinising and voting on reports and policies that may affect students, including NSS results and accommodation issues. - At each meeting, I have presented an EHSU paper based on student feedback. - At the 9th July meeting I presented a paper on student perceptions of value for money. This paper focused on responses from 346 Edge Hill students to a project undertaken by SUs across the country, in response to the creation of the Office for Students and its purported emphasis on ensuring HE students receive value for money. Respondents answered questions on whether their degree constitutes good value and what they believe fee income should be spent on, as well as what factors inform their perception of value for money. - At the meeting on 24th September, I presented a paper looking at longitudinal trends in service usage at EHSU's advice centre, with particular emphasis on cases relating to academic issues and their potential implications.

2018-19 projects		<p>TO NOTE:</p> <p>If members want to see the papers submitted to Board of Governors referred to above, I am happy to circulate them to you.</p> <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - Next governors' meeting is the 26th November.
	Union development	<p>Since starting post:</p> <ul style="list-style-type: none"> - Set up a union development working group, involving senior EHSU and university staff, including Steve Igoe, the University's Deputy Vice-Chancellor. This group will examine ways to develop student spaces effectively, with emphasis on the need for spaces that students have a sense of ownership over. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> -
	More student spaces	<p>Since starting post:</p> <ul style="list-style-type: none"> - Working with EHSU Chief Executive on this project because this is a legacy project that will take time to be implemented. - Liaised with the Deputy Vice Chancellor who has agreed to set up a working group looking into the future developments of student spaces across the campus. First meeting held on the 15/10/2018 with the aim of understanding the purpose of the group and the expectations for the next group meeting. Aim to have next meeting by the end of this semester. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - After speaking to key members who are involved in the working group, it has been decided that the SU need to collaborate and work together on creating a suggestion. Then, we can formulate a date of our next meeting after our proposal has been submitted. -
	A winter ball	<p>Since starting post:</p> <ul style="list-style-type: none"> - The event has been planned between me, Jan (business development manager) and Helen (FM business development manager). - It is going to be branded as a winter celebration which will involve a Christmas market in the day time, followed by a winter masquerade ball event in the evening. - The markets will be in the hub and surrounding area. The Ball will be held in the venue. - Tickets went on sale on the 30th October - An update for this event will be provided at the next PCC. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - Shared the event on all social media and further liaised with the marketing and comms and art work channels of the SU, to make this appropriately representative of the event.
	A more democratic union	<p>Since starting post:</p> <ul style="list-style-type: none"> - Been working with Policy & Campaigns Manager in relation to the student council. This will expand the number of students involved in union policy development which will achieve a much more democratic and representative union. - We have elected a student chair and five open reps in the autumn election. - Terms of reference have been written and waiting for approval from the board of Trustees. - Unfortunately, the proposed schedule for the board (29/10/2018) was cancelled due to other sabbatical officers indicating they were unable to attend. - Based on this, some external Trustees have expressed their disappointment with the meeting being cancelled with such short notice as this is not the first time this has happened. - First meeting was scheduled to take place on the 15th November. However, this meeting is now in doubt due to the board meeting

		<p>being cancelled, meaning that the terms of reference have not been passed. It is important that we resolve this issue ASAP.</p> <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - After a great effort to pass regulations via the board of trustees, we are set to have the first meeting on the 15th.
	The simple things	<p>Since starting post:</p> <ul style="list-style-type: none"> - An agreement with the SU shop to house a microwave and access to boiling water on their premises. - We are currently waiting for FM to install a power outlet for the equipment. They completed an analysis on the 28/10/2018 - I hope to have them in place by the end of this semester/ start of January and will update about the progress on this. - Spoken to student and staff at the Manchester campus. To my understanding, they are looking to create additional social space which we hope will house microwaves and access to hot water. Will update at the next meeting. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - Power outlet fitted in the street area of the SU. - Myself and Dan B (VP Activities) have moved a unit over to the hallway ready for the installation of the microwave. - After speaking to the Dean of FOHSC (Seth Crofts) about the potential social space for the Manchester campus, he is happy to accommodate idea and assures me that space will open for this. In terms of a time scale (when we can expect this) he has given me the latest of March/ April, but explains that it could be sooner depending on the work going in to the other part of the building they are looking to take ownership of. - Went and bought two microwaves for the hall as the one microwave we already had was too powerful and hard to use. - FINALLY!!! After fitting the two microwaves, I have let the students know they have arrived through displaying them on our social media channels by working with George (SU marketing and comms).
	Supporting the team	<p>Since starting post:</p> <ul style="list-style-type: none"> - Supported VP Activities and VP Welfare at Give it a Go Events - Supported VP Welfare for World Mental Health Day - When sabbs have had other commitments, I have (on occasions) attended meetings on their behalf. For example, the cross institutional placement group on the 24/10/2018 and the sports teams committee training on the 09/10/2018. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> -
	What do sabbs do anyway?	<p>Since starting post:</p> <ul style="list-style-type: none"> - We have a full-time marketing and comms team member - We have our faces and roles on the monitors across campus and we have an informal agreement and a job logged with FM to indicate we would like this job done. - We have made initial contact with the Manchester campus in hope they recognise our roles and understand how to use the SU to better represent them/ make their voices be known. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - Found out that it would cost 1.2K for the wall pictures to be placed on the wall in the hub. However, a much cheaper resolution was suggested; Adrian explained that it would be cheaper, easier to complete and quicker to put the sabb pictures up in the street location of the SU. -
	Food collection and dealing	<p>Since starting post:</p>

	with food waste	<ul style="list-style-type: none"> - Student services opposed to the idea of a foodbank that can be accessed by students. - We also explored the idea of working with the chaplaincy to provide free fruit and packet food. However, this was opposed by student services. - In light of the fact that endeavour in this area has been stopped, I plan to revisit this idea in semester 2 and I will be investigating the feasibility of promoting existing services in this area. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - Recommending I pick this idea up at a later date, due to immediate reasonability's having priority.
	Parking	<p>Since starting post:</p> <ul style="list-style-type: none"> - Emailed Directorate and met with Director of FM to discuss issue. - Hosted Q&A with Director of FM. Summary posted on social media, inviting feedback from students. - We are still in the process of gathering all feedback and creating a place where we can collate all the evidence and feedback from students. - The current idea is creating a web page through the union website to collate all of the work done so far on parking, so members can review and feedback on a few elements. The web page itself will be split into the following sections: Uni's official statement which includes the immediate actions they have taken on parking and the future plans for parking, the Q and A narrative along with the video clip and the last part of the list will include a parking hotline, where students can voice their complaints and recommendations based on the results so far. - As it seems, there is no quick solution to this problem and I am willing to open (what could be) a tough case and put my neck on the line to look for a solution to better represent students at EHU. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - The aforementioned webpage has been created and awaiting approval to be sent out to the student body. - The webpage is live and outlines the university's official position on parking and gives students a chance to vote on this subject. - Other than this, I have managed to get the email sent out to all members via email.
	Mental health	<p>Since starting post:</p> <ul style="list-style-type: none"> - Attended and helped with setting up the world mental health day. Also, shared relevant social media posts to promote the day and the events in the day. <p>Since last report: 01/11/2018</p> <ul style="list-style-type: none"> - Decided to investigate this idea with the help of Molly (VP Welfare) and the campaigns and policy team. - After looking at ways to promote men to talk about their mental health, I stumbled on the idea of 'Barber talk.' This idea was focussed on training a barber to listen to people speak about their mental health, then recommending services to their clients. - Based on this, I will be inviting a barber into EHU to offer free hair cuts to promote this idea. Also, I will be looking to sustain a link by looking to get the barber trained in, 'barber talk.' - In addition, I will be working with Molly to set up the day.

Section 3 | Project work plan

In this section of the report you will need to fill this in for the first meeting. Once it is filled in you do not need to continually update it (unless any projects are altered throughout the year). There should be a short project plan for each project you have listed in Section 1.

1	Project Title	More Student Spaces
Project Objective (s)		To provide more student-focused spaces on the main campus, with particular emphasis on an expanded EHSU presence that creates a clearer identity and more transparent relationship between EHSU and students.
Officer stakeholders		President (Joe Bradford).
Budget line		NA
Proposed budget		NA
Outputs/Activities		Timeline
Meeting with SU Chief Exec (Paul Malone and SU head of commercial (Conrad Jones).		17/08/2018
Monthly meetings with the directorate (Lynda and John).		17/08/2018
Meeting with Sabbs and Chief executive (Paul Malone).		30/08/2018
Meeting with CE (Paul Malone) and the Deputy Vice Chancellor (Steve Igoe) - to discuss plans for hub planning/ future union developments.		19/09/2018
Email to the Deputy Vice Chancellor (Steve Igoe) to find out when our next meeting was.		30/09/2018
Catch up with the Chief executive (Paul Malone) to discuss where we are at with formulating suggestions through a paper to take with us on our next meeting.		30/09/2018
Outcomes/ Impact		
What success looks like and when and how we will evaluate it		
<ul style="list-style-type: none"> - Commitment from the university by the end of this year to create more dedicated student-focused spaces. - An expanded EHSU presence on campus to be agreed by the end of 2018/19 academic year. - More students accessing dedicated student spaces. 		

Notes to consider, overview and key achievements.

- Working with EHSU Chief Executive on this project because this is a legacy project that will take time to be implemented.
- Liaised with the Deputy Vice Chancellor who has agreed to set up a working group looking into the future developments of student spaces across the campus. First meeting held on the 15/10/2018 with the aim of understanding the purpose of the group and the expectations for the next group meeting. Aim to have next meeting by the end of this semester.
 - After speaking to key members who are involved in the working group, it has been decided that the SU need to collaborate and work together on creating a suggestion. Then, we can formulate a date after our proposal has been submitted.
 - The Chief Exec assures me that it is at the top of his priorities.

2	Project Title	A Winter Ball (Winter celebration).
	Project Objective (s)	<ul style="list-style-type: none"> - Increase student entertainment, involvement and satisfaction, whilst raising the standard and popularity of EHSU. In effect, showing students we care and driving engagement between the EHSU and its members. - Provide an unforgettable social experience for students at Edge Hill, making them feel proud of their Students' Union.
	Officer stakeholders	President (Joe Bradford).
	Budget line	Policy & Campaigns – Campaigns & Projects
	Proposed budget	Unconfirmed.
Outputs/Activities		Timeline

Meeting with international Department (Bill Johnson) to discuss the inclusion of international students and general introductions.	05/07/2018
Meeting with Catering (Beverly Seed and Simon Bell) to see if they were up to the task of providing food and space for this event.	10/07/2018
Meeting with Helen Connolly (FM business development manager) to discuss how best to dress the university to Taylor it to student satisfaction.	31/07/2018
Meeting with Janice Barnes (SU business development manager) to discuss how much funding/ support there was to develop this idea.	26/07/2018
Instagram poll with Lizzie (Marketing and comms) to get a rough estimate of what Edge Hill students would like to see in this event.	25/07/2018
Created staff project group to deliver event, including: marketing and comms, VP of activities, business development manager, and CEO.	08/08/2018
Catch up with Jan (Business development manager) and Lizzie (marketing and comms) to update on the progression of the event and the local community link.	02/09/2018
Meeting with Helen (FM business development manager) to discuss how the event has developed and see if she can still dress the university to benefit the event and provide a satisfactory event.	06/09/2018
I have implemented weekly meetings with Ash (SU Bar manager) and Janice Barnes (SU business development officer) to further organise and solidify the events happening in the day.	01/10/2018.....
Tickets for the ball went on sale on 30 th October	30/10/2018
Shared the event on all social media and further liaised with the marketing and comms and art work channels of the SU, to make this appropriately representative of the event.	06/11/2018

Outcomes/ Impact

What success looks like and when and how we will evaluate it

- Delivery of event
- All tickets for the winter ball to be sold.
- Student feedback to be sought after the event
- If it is successful; becoming a permanent event in the calendar.

Notes to consider, overview and key achievements.

- The event has been planned between me, Jan (business development manager) and Helen (FM business development manager).
- It is going to be branded as a winter celebration which will involve a Christmas market in the day time, followed by a winter masquerade ball event in the evening.
- The markets will be in the hub and surrounding area. The Ball will be held in the venue.
- Tickets went on sale on the 30th October
- An update for this event will be provided at the next PCC.

3	Project Title	A more democratic union
	Project Objective (s)	Promote a greater level of democracy, accountability and transparency within the SU.
	Officer stakeholders	SU
	Budget line	Policy & Campaigns – Campaigns & Projects
	Proposed budget	Unconfirmed.
Outputs/Activities		Timeline

Meeting with David (Policy & Campaigns Manager) to check if student council was being initiated.	11/07/2018
Meeting with David to see when the student council was being set up and what to expect with its timeline.	03/08/2018
Meeting with Paul to schedule an item being sent to the board of trustees that is crucial for the first meeting of student council.	10/06/2018
Academic rep promotion to increase the visibility of what a rep does, how to become one, how they can help and the structure of communication.	07/11/2018
Outcomes/ Impact What success looks like and when and how we will evaluate it	
<ul style="list-style-type: none"> - More students to be involved in policy making and holding elected officers accountable - Members of student council to be surveyed regarding how effective they think it is 	
Notes to consider, overview and key achievements.	
<ul style="list-style-type: none"> - Been working with Policy & Campaigns Manager in relation to the student council. This will expand the number of students involved in union policy development which will achieve a much more democratic and representative union. - We have elected a student chair and five open reps in the autumn election. - Terms of reference have been written and waiting for approval from the board of Trustees. - Unfortunately, the proposed schedule for the board (29/10/2018) was cancelled due to other sabbatical officers indicating they were unable to attend. - Based on this, some external Trustees have expressed their disappointment with the meeting being cancelled with such short notice as this is not the first time this has happened. - First meeting was scheduled to take place on the 15th November. However, this meeting is now in doubt due to the board meeting being cancelled, meaning that the terms of reference have not been passed. It is important that we resolve this issue ASAP. - After a great effort to pass regulations via the board of trustees, we are set to have the first meeting on the 15th. 	

4	Project Title	The Simple Things
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Project Objective (s)	To allow access to microwaves and kettles to reduce the cost of living for all students.	
Officer stakeholders	SU and University.	
Budget line	Policy & Campaigns – Campaigns & Projects	
Proposed budget	£70	
17		
Outputs/Activities	Timeline	

Talks with Conrad (head of SU commercial).	11/07/2018 18/07/2018 25/07/2018
Meeting with Catering (Beverly Seed and	
Talks with the SU shop manager (matt) – to discuss when the microwaves and kettle are being fitted into the shop.	10/09/2018, 17/09/2018 and 19/09/2018
VAT implication talk with shop manager (Matt).	24/09/2018
Moving into the hall to avoid VAT implications but remain in our care.	29/09/2018
Meeting with Adrian (FM) to discuss a power outlet in the hallway.	05/10/2018
Meeting with CE (Paul Malone) and the Deputy Vice Chancellor (Steve Igoe) - to discuss plans for hub planning/ future union developments.	19/09/2018
Visit to Manchester campus to gather feedback from students and staff and see how we can help them out.	02/10/2018
Meeting with Vicky to sort out a disclaimer for the microwaves and hot water	02/11/2018
Collecting two microwaves from Asda.	07/11/2018
Phone consultation with FM regarding PAC testing.	07/11/2018
Meeting with Seth (Dean of FOHSC) to get an update on a Manchester campus social space.	07/11/2018
Fitting the microwaves and putting up the disclaimer.	08/11/2018
Outcomes/ Impact What success looks like and when and how we will evaluate it	
<ul style="list-style-type: none"> - Microwaves and kettles being in place for students to use. - Student satisfaction. 	

Notes to consider, overview and key achievements.

- An agreement with the SU shop to house a microwave and access to boiling water on their premises.
- We are currently waiting for FM to install a power outlet for the equipment. They completed an analysis on the 28/10/2018
- I hope to have them in place by the end of this semester/ start of January and will update about the progress on this.
- Spoken to student and staff at the Manchester campus. To my understanding, they are looking to create additional social space which we hope will house microwaves and access to hot water. Will update at the next meeting.
- Power outlets have been fitted in the street area of the SU. Currently, awaiting the fitting of the microwave.
- After speaking to the Dean of FOHSC (Seth Crofts) about the potential social space for the Manchester campus, he is happy to accommodate a social space in the Manchester campus and assures me that space will open for this. In terms of a time scale (when we can expect this) he has given me the latest of March/ April, but explains that it could be sooner depending on the work going in to the other part of the building they are looking to take ownership of.
- Went and bought two microwaves for the hall as the one microwave we already had was too powerful and hard to use.
- FINALLY!!! After fitting the two microwaves, I have let the students know they have arrived through displaying them on our social media channels by working with George (SU marketing and comms).

5	Project Title	Supporting the team
	Project Objective (s)	Making sure we are liaising as a team to effectively run campaigns, activities and events that best represent the student body.
	Officer stakeholders	Sabbs and PTO's
	Budget line	Policy & Campaigns – Campaigns & Projects
	Proposed budget	£60
Outputs/Activities		Timeline

<p>GIAG events attended, to support Dan (VP Activities) in the setting up, some elements of delivery and packing down of the events:</p> <ul style="list-style-type: none"> - Post grad cheese and wine night - Mature and part time chocolate and coffee tasting - Manchester campus <p>Supporting Dan (VP Activities) in setting up, engaging and packing down the event.</p> <p>World mental health day:</p> <ul style="list-style-type: none"> - Attending a gender in mental health forum to encourage conversation about key aspects raised. - Helping support Dan (VP activities) on the bath bomb station. <p>GIAG - Teacher training supplies</p> <p>Cross institutional professional practice group to discuss unhappiness regarding student expectation with their placement.</p> <p>Upcycle bonfire GIAG.</p> <p>Academic rep promotion to increase the visibility of what a rep does, how to become one, how they can help and the structure of communication.</p> <p>Attending the Funding and Financial Support Group, to deliberate on behalf of Luke Myer (VP Academic) for his, 'Hidden Costs' campaign.</p>	<p>07/09/2018</p> <p>14/09/2018</p> <p>27/09/2018</p> <p>12/10/2018</p> <p>10/10/2018</p> <p>12/09/2018</p> <p>24/10/2018</p> <p>05/11/2018</p> <p>07/11/2018</p> <p>09/11/2018</p>
<p>Outcomes/ Impact</p> <p>What success looks like and when and how we will evaluate it</p>	
<p>Successfully ran events, campaigns and activities that students are satisfied and engaged with.</p>	
<p>Notes to consider, overview and key achievements.</p>	

There has been effective student engagement and participation to all of the events that we have helped deliver as a team.

When sabbs have had other commitments, I have (on occasions) attended meetings on their behalf. For example, the cross institutional placement group on the 24/10/2018 and the sports teams committee training on the 09/10/2018.

6	Project Title	What do Sabbs do anyway?
	Project Objective (s)	<p>1.0 To make January lecture updates a fixed annual event in the SU calendar.</p> <p>2.0 To recommend that the Board commit to resourcing a fulltime Marketing Department within the lifecycle of the current Strategic Plan.</p> <p>3.0 To recommend that the current Marketing team devise specific strategies around promoting the visibility and work of elected officers.</p>
	Officer stakeholders	FM, SU team and sabb team.
	Budget line	Policy & Campaigns – Campaigns & Projects
	Proposed budget	£60
Outputs/Activities		Timeline

Consistent meetings and talks with the campaigns and policy team, marketing and comms, CE and deputy CE.	See above
Meeting with FM to discuss if they were okay with a few aspects we were proposing.	See above
Meeting with Directorate to discuss if they were okay with a few aspects we were proposing.	See above
Meeting with Adrian (FM) to see about erecting the sabb wall posters and a phone call/ email to remind.	05/10/2018 and 12/10/2018
Two visits to the Manchester campus to offer an induction process to the first year students in term of what we can offer them. Also, taking on recommendations from second and third years and staff members to further show ways we can help them as students and staff.	27/09/2018 and 02/10/2018
Welcome talks to introduce who we are, what we do and how we can help students as an organisation.	3 on 17/09/2018, 2 on 18/09/2018, 2 on 19/09/2018, 3 on 20/09/2018, 2 on 21/09/2018.
Transition talks to remind students of who we are, what we do and how we can help students as an organisation.	13/09/2018, 17/09/2018, 21/09/2018,
SU on Tour – this is a chance for sabbs to mix with the students to see how they are and if we can help them.	18/09/2018, 19/09/2018,
Phone consultation with Adrian (Head of FM) to discuss how close to completion they are with putting up our sabb pictures.	29/10/2018
Academic rep promotion to increase the visibility of what a rep does, how to become one, how they can help and the structure of communication.	07/11/2018

Outcomes/ Impact

What success looks like and when and how we will evaluate it

- Students understanding the work we are doing (current and future), what the sabbatical roles are and how the SU can help students.

Notes to consider, overview and key achievements.

- We have a full-time marketing and comms team member
- we have our faces and roles on the monitors across campus and we have an informal agreement and a job logged with FM to indicate we would like this job done.
- We have made initial contact with the Manchester campus in hope they recognise our roles and understand how to use the SU to better represent them/ make their voices be known.
- Found out that it would cost 1.2K for the wall pictures to be placed on the wall in the hub. However, a much cheaper resolution was suggested; Adrian explained that it would be cheaper, easier to complete and quicker to put the sabb pictures up in the street location of the SU.

7	Project Title	Food collection/ dealing with food waste
	Project Objective (s)	Deal with food wastage and provide food for underprivileged select groups of people/ students, in hope it offers a chance to further support them.
	Officer stakeholders	University and SU
	Budget line	Policy & Campaigns – Campaigns & Projects
	Proposed budget	Unconfirmed.
Outputs/ Activities		Timeline
Meeting with catering. Meeting with Ruth (chaplaincy). Phone consultation with local foodbank organisation (trustletrust or Red House)		10/07/2018 15/08/2018 08/08/2018
Outcomes/ Impact What success looks like and when and how we will evaluate it		
<ul style="list-style-type: none"> - There is something in place which offers students a support line on food waste and where to access - There is something in place which effectively deals with food waste, so it is used and (simply) does not go into the bin. - Potential opportunity to build a bridge with the local community by feeding the homeless and working with them on this. 		
Notes to consider, overview and key achievements.		

Student services opposed to the idea of a foodbank that can be accessed by students.

We also explored the idea of working with the chaplaincy to provide free fruit and packet food. However, this was opposed by student services.

In light of the fact that endeavour in this area has been stopped, I plan to revisit this idea in semester 2 and I will be investigating the feasibility of promoting existing services in this area.

8	Project Title	Parking
Project Objective (s)		<p>Making sure the student voice is amplified and best represented to the University.</p> <p>Making sure the student voice is acknowledged and results are fed back into the students.</p>
Officer stakeholders		Sabbs and PTO's
Budget line		Policy & Campaigns – Campaigns & Projects
Proposed budget		N/A
Outputs/Activities		Timeline

Releasing a statement on my Sabb page to let students know I am looking into the problem.	25/09/2018
Meeting with John to briefly discuss the problem at hand and whether there were quick solutions to problem.	26/09/2018
Meeting with Adrian (head of FM) to discuss solution (based on John's recommendations).	05/10/2018
Acknowledgement of the parking petition and Instagram coverage.	08/10/2018
Official statement received from John Cater.	08/10/2018
Student feedback collated and facilitated through a filmed and narrated Q and A session with a University representative.	15/10/2018
Meeting with George (SU Marketing and comms) to discuss the date of release date of the webpage.	11/06/2018
Outcomes/ Impact What success looks like and when and how we will evaluate it	
Some system where students can have their say about parking.	
Notes to consider, overview and key achievements.	
<p>We are still in the process of gathering all feedback and creating a place where we can collate all the evidence and feedback from students.</p> <p>The current idea is creating a web page through the union website to collate all of the work done so far on parking, so members can review and feedback on a few elements. The web page itself will be split into the following sections: Uni's official statement which includes the immediate actions they have taken on parking and the future plans for parking, the Q and A narrative along with the video clip and the last part of the list will include a parking hotline, where students can voice their complaints and recommendations based on the results so far.</p> <p>As it seems, there is no quick solution to this problem and I am willing to open (what could be) a tough case and put my neck on the line to look for a solution to better represent students at EHU.</p> <p>The aforementioned webpage has been created and awaiting approval to be sent out to the student body.</p>	

8	Project Title	Mental health
Project Objective (s)		To support Molly (VP Welfare) in expanding the SU's mental health campaign to support all students.
Officer stakeholders		Sabbs and PTO's
Budget line		Policy & Campaigns – Campaigns & Projects
Proposed budget		£60
Outputs/Activities		Timeline
Meeting with Arthur (SU campaigns and policy) to discuss ways I can hone my mens' mental health ideas.		24/10/2018
Research into the field of suggestions of campaigns ideas to provide a clear rationale of why I want to do a particular campaign.		25/10/2018
Phone consultations with the Esquire Barber shop to get him and another member of his team in for my campaign idea.		26/10/2018
Meeting with Arthur and Molly to discuss this idea in full.		30/10/2018
Travelling to Burscough to meet with Joe (owner of Esquire barbers) to discuss the finer details.		30/10/2018
Phone consultations with Joe (owner of Esquire barbers).		06/11/2018
Outcomes/ Impact What success looks like and when and how we will evaluate it		

If there is something in place that acknowledges and effectively supports mental health within the student body at EHU.

Notes to consider, overview and key achievements.

- Attended and helped with setting up the world mental health day. Also, shared relevant social media posts to promote the day and the events in the day.
- Decided to investigate this idea with the help of Molly (VP Welfare) and the campaigns and policy team.
- After looking at ways to promote men to talk about their mental health, I stumbled on the idea of 'Barber talk.' This idea was focussed on training a barber to listen to people speak about their mental health, then recommending services to their clients.
- Based on this, I will be inviting a barber into EHU to offer free haircuts to promote this idea. Also, I will be looking to sustain a link by looking to get the barber trained in, 'barber talk.' In addition, I will be supporting Molly (VP Welfare) in this matter.

Section 4 | Key events, meetings, Students' Union and media engagement

In this section of the report you will need to update this before each meeting. There's no need to record every single meeting you have in your diary but put in here all the key meetings or events you may have had with students, union staff, university staff, external agencies, NUS or other SU's. Keep it short and focus on what the outcomes or impact was as a result of the meeting.

Event, Meeting or Media <i>Write here the name of meeting, event, visit or media organisation</i>	Date	Outcomes / Impact What was the key outcome or impact of this engagement?
Merseyside sabbs gathering	05/10/2018	Hosted Network, discussing a range of issues affecting local students and building an effective relationship with other SU's in the North West, who might be facing similar difficulties.
Directorate as a whole	07/08/2018	Introduction to key contacts within the university. To share campaigns and year goals.

John and Linda catch ups	First one 07/06/2018, 07/08/2018, 07/09/2018, 03/10/2018, 08/11/2018.	Monthly meetings to discuss general on goings, campaigns, student activity and to work on a healthy working relationship between the directorate and the SU.
Lead and change	31/08/2018- 02/09/2018	Networking, sharing best practice from across other institutes and setting up a healthy working relationship with NUS members and other sabbs from around the country.
Cross institutional retention group	24/10/2018	To discuss best ways for departments and areas in the university can work together to keep students at EHU.
SU on Tour	18/09/2018	- To make students aware of what we can offer students as an SU.
World mental health day	10/10/2018	- Attending a gender in mental health forum to encourage conversation about key aspects raised.
Garden party leaflets	12/10/2018	- Supporting the VP of as activities in handing out leaflets to the local community and spreading the word.
Refugee scholarship	10/10/2018,	- Meeting with a senior lecturer in primary education to discuss the potential in adopting a refugee scholarship scheme. - Took the meeting notes and resources to John who said that he would ask if there is any provision in place for this. Currently waiting on feedback from this. Will follow up in due course. - Martin introduced me to the Global Unity Society to discuss looking to support them in helping refugees.
Malpractice panel	26/10/2018, 26/10/2018	- Confidential
Academic appeals panel	09/07/2018, 23/07/2018, 26/07/2018, 03/09/2018,	- Confidential
Resources committee	15/10/2018	- The committee is authorized to consider matters concerning the effective and efficient use of resources, the sustainability and solvency of the University and the safeguarding of its assets and to make recommendations to the Board of Governors. The committee is authorized to consider and approve policies and procedures relating to financial management, health and safety and human resource matters.
Academic Board	11/07/2018	- Academic Board is the most senior committee which all academic matters of the university feed into where members of that committee have the power to vote on policy and make recommendations to the board of governors.

Funding and Support Group.	Financial	08/11/2018	- This where we discuss all things to do with funding and financial support that are offered to students. An example of this, is the student opportunity fund and things that are covered by tuition fees as opposed to items that aren't covered by tuition fees. Therefore, directly linking into Luke Myer's, 'hidden costs' campaign.
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Section 5 | Declaration of gifts, hospitality and interests

In this section of the report need to update this before each meeting. If you receive any gifts as a result of you doing something in your capacity as an elected officer of EHSU you need to report it. You also need to declare any conflicts of interest you may have as a result of your affiliation with other organisations/individuals.

Declaration	Further comment
Lead and change.	The union paid for my course, some travel and accommodation.
Bottles of water	Taken from any appeals as they were going to waste.
Pens and note pad	Receiving a free pen and note book from the union.
Microwaves	£70