

LEADERSHIP COMMITTEE REPORTS 11-08-2021

Content	Report Number
Actions arising and minutes of previous meeting	-
Report on strategy KPIS and survey results	R1
Report on Top Ten	R2

Actions arising from previous meetings	Action Owner	Started	Exp finish	Progress
Create a list of Officers assigned to chair committees.	Governance & Executive Support Manager	14/07/2021	11/08/2021	Still to be actioned
Review the existing Top Ten and to identify any that need to be included in next year's Top Ten.	Officers	14/07/2021	09/2021	
Look into the Santander fund and possible uses for it.	President	14/07/2021	11/08/2021	
Speak with Peter Lambert about testing for the nightclub and Founders Hall capacity for Freshers' Week.	Chief Executive	14/07/2021	11/08/2021	Completed

Decisions made without a meeting	Proposed by	Result
-	-	-

Meeting:	Leadership Committee																
Location:	Microsoft Teams Meeting																
Date & Time:	Wednesday 14th July 2021 at 1pm																
Present:																	
Meg Crossman	Community Officer																
Annie Willingham	President																
Siddharth Singh	Postgraduate Officer																
Elizabeth Stacey	Sport Officer																
Jacob Withington	Education Officer																
Zoe Paumelle	Activities Officer (<i>Chair</i>)																
In attendance:																	
Nicky Passmore	Chief Executive																
Gregory Noakes	Governance & Executive Support Manager (<i>Secretary</i>)																
Michael Dalton	Head of Commercial Activities																
Item																	
1.	<p>Apologies for absence</p> <p>The Committee discussed and agreed that a specific officer role should be assigned to chair Leadership instead of holding annual elections to decide it. It was agreed that this should be the Activities Officer.</p> <p>ACTION: The Governance & Executive Support Manager to create a list of Officers assigned to chair committees.</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Reason</th> <th>Accepted</th> </tr> </thead> <tbody> <tr> <td>Polly Hawker</td> <td>Another meeting</td> <td>Yes</td> </tr> <tr> <td>Mandy Wilson-Garner</td> <td>Another meeting</td> <td>Yes</td> </tr> <tr> <td>Helen McHenry</td> <td>Another meeting</td> <td>Yes</td> </tr> <tr> <td>Charlie Slack</td> <td>Another meeting</td> <td>Yes</td> </tr> </tbody> </table>		Name	Reason	Accepted	Polly Hawker	Another meeting	Yes	Mandy Wilson-Garner	Another meeting	Yes	Helen McHenry	Another meeting	Yes	Charlie Slack	Another meeting	Yes
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Polly Hawker	Another meeting	Yes															
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Charlie Slack	Another meeting	Yes															
2.	<p>Notice of any other business</p> <p>The following items were identified for discussion under any other business:</p> <ol style="list-style-type: none"> 1) Santander Money 2) Covid passport 																
3.	<p>Declaration of conflict of interest</p> <p>No one present had any conflict of interest to raise relating to any items of business.</p>																
4.	<p>Minutes of the previous meeting and matters arising</p> <p>The Committee received and approved minutes of the previous meeting.</p> <p>The Chief Executive explained that at the previous meeting there had been a discussion of the student life survey. One action identified had been for the Marketing Manager to look at how changing SU language to better reflect the KPI relating to feeling a part of The SU. This would be a big piece of work that would not need to be recorded as an action here.</p>																
5.	<p>Top Ten update</p>																

	<p>The Chief Executive explained that there had previously been items like this which had not been coming to Leadership Committee. Including it here for discussion ensured that it was formally recorded and allowed for discussion where needed.</p> <p>The Committee discussed the old Top Ten and agreed that these needed to be reviewed to identify any that needed to be carried over into the new Top Ten.</p> <p>ACTION: Officers to review the existing Top Ten and to identify any that need to be included in next year's Top Ten.</p>
6.	<p>Head of Department's business</p> <p>No items were raised here for discussion.</p>
7.	<p>Any other business</p> <p>The following items had been previously identified for discussion under any other business:</p> <p>1) Santander Money</p> <p>The Chief Executive explained that there are specific pots of external funding that The SU can access which are designated for specific purposes. These sources of funding normally have conditions attached to their use. In the case of Santander the money must be used on equality, diversity and inclusion matters. The risk with these types of funding is that if they are not used they might be taken away.</p> <p>The Committee discussed the Santander fund and agreed that the previous President's proposal for it should still proceed. It was noted that the amount allocated to the fund was £1500 and the proposal was only approximately £500. They agreed that the President should see if Santander would permit any left over money to be carried over into the next financial year.</p> <p>The Committee discussed next year's fund and agreed that The SU should draw up plans early to make sure this is spent. One suggestion made was the Women in Leadership conference which had in previous years been partly funded from the Santander fund. It was agreed that the President should look into the Santander fund and possible uses for it.</p> <p>ACTION: President to look into the Santander fund and possible uses for it.</p> <p>2) Covid Passport</p> <p>The Head of Commercial Activities reported that from next week the government would be encouraging people to use covid passports for things like nightclubs. Currently it was not a legal requirement and The SU would have some time to observe how other clubs approached the matter ahead of re-opening in the autumn. To date many in Bath had currently decided not to do this. The SU would need to think about their stance in terms of both customer experience and health & safety.</p> <p>The Committee discussed and agreed that The SU should be setting a good example by having proof of covid status. It was noted that international students would not be able to use the NHS app so it would be important to have lateral flow tests as an alternative. There would need to be a clear communication plan as part of Freshers' week to ensure students understood the measures being taken.</p> <p>The Head of Commercial Activities reported that a special ventilation system might be needed for Founders Hall if it's to be used for Freshers' Week.</p>

The President suggested that it would be important to start talking with Peter Lambert about testing for the nightclub and Founders Hall capacity.

ACTION: Chief Executive to speak with Peter Lambert about testing for the nightclub and Founders Hall capacity for Freshers' Week.

The meeting ended at 2pm

Item	Action	Action Owner	Exp Finish
1	Create a list of Officers assigned to chair committees.	Governance & Executive Support Manager	11/08/2021
5	Review the existing Top Ten and to identify any that need to be included in next year's Top Ten.	Officers	
7	Look into the Santander fund and possible uses for it.	President	11/08/2021
7	Speak with Peter Lambert about testing for the nightclub and Founders Hall capacity for Freshers' Week.	Chief Executive	11/08/2021

PURPOSE

To report on the strategy's key performance indicators, specifically those captured in the monthly Student Life Survey.

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REPORT

1. STRATEGY KEY PERFORMANCE INDICATORS

1.1. For the purposes of this report The SU Strategy KPIs reported on are those which are included in the Student Life Survey which are as follows:

- **Growing community – students FEEL part of something**
Average % of students agreeing to the following statements:

I feel a sense of belonging
I feel part of a community
I feel that my contribution to The SU matters

Year overall average for 2020/21 is 47%

- **Inspiring change – students KNOW how to make change**
Average % of students agreeing to the following statements:

I know how to influence the decisions and actions of The SU
I know how to contribute more to the community I am a part of
I know how students are making the community better

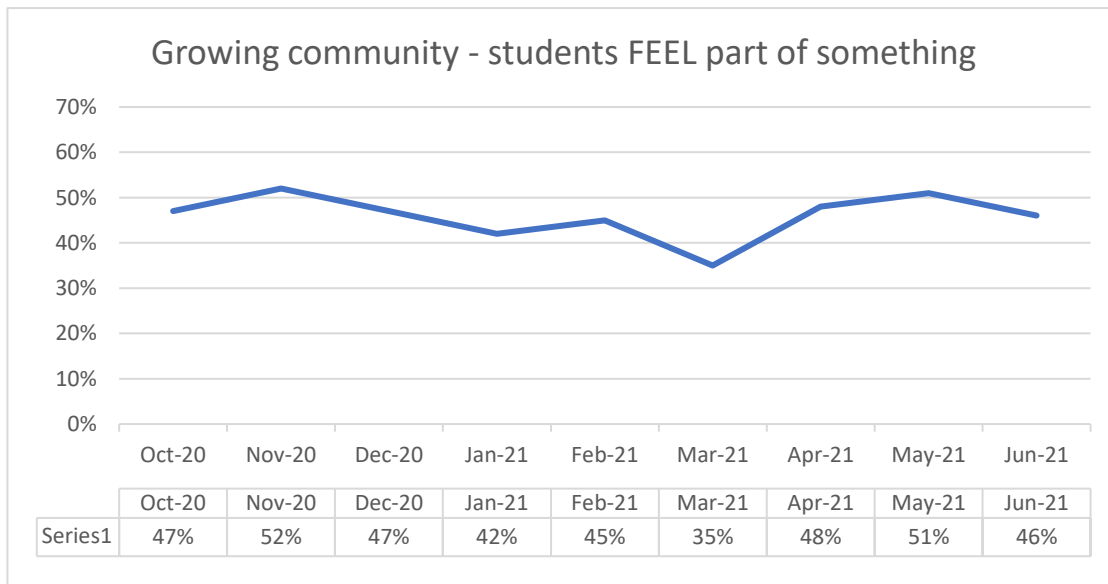
Year overall average for 2020/21 is 38%

- **Inspiring change – students FEEL they can make change**
Average % of students agreeing to the following statements

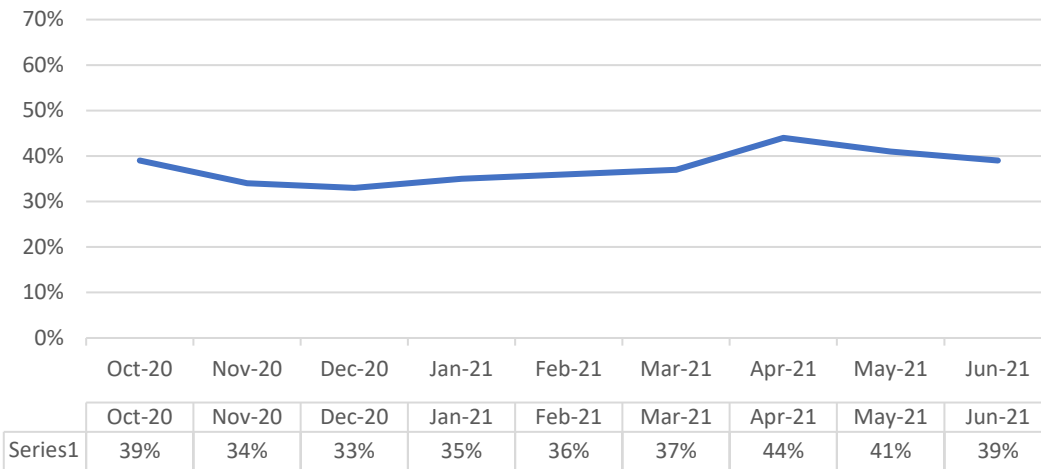
I can influence the decisions and actions of The SU
By contributing to my community I'm also gaining from it
Everyone can make a contribution to the community

Year overall average for 2020/21 is 57%

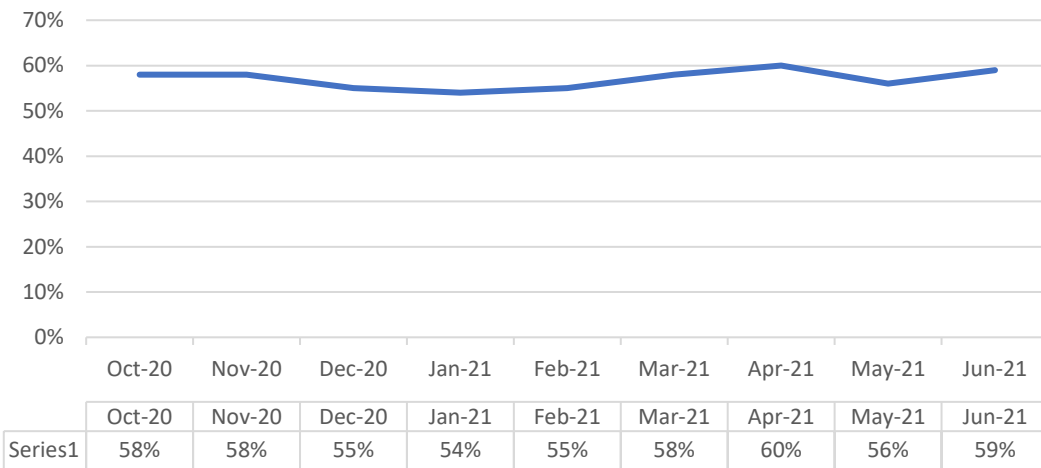
1.2 The following graphs show monthly data on the three KPIs as outlined above. For further detail on individual questions which contribute to the KPIs, see Appendix 1.



Inspiring change - students KNOW how to make change



Inspiring change - students FEEL they can make a change



2. Updates on Student Life Survey data

2.1 Leadership Committee are asked to note the following actions which have been taken in response to the Student Life Survey data.

- Decision to finish monthly surveying in June due to low response rates (in line with previous years).
- End of year report to be presented to Leadership Committee in August with overview of the full survey over the nine month period October 2020 – June 2021.

ACTIONS

3. Members of Leadership Committee are asked to note the report and discuss resulting actions.

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APPENDIX 1: Full breakdown of questions included in the KPI calculations

Growing community - students FEEL part of something	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Year Ave
Students who selected 'agree' or 'strongly agree' in response to "I feel a sense of belonging"	58%	61%	57%	52%	56%	51%	60%	69%	62%	58%
Students who selected 'agree' or 'strongly agree' in response to "I feel part of a community"	53%	59%	53%	47%	57%	39%	56%	60%	47%	52%
Students who selected 'agree' or 'strongly agree' in response to "I feel that my contribution to The SU matters"	31%	36%	31%	26%	23%	24%	28%	23%	29%	28%
Inspiring change - students KNOW how to make change	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Year Ave
Students who selected 'agree' or 'strongly agree' in response to "I know how to influence the decisions and actions of The SU"	28%	26%	22%	27%	30%	32%	34%	31%	26%	28%
Students who selected 'agree' or 'strongly agree' in response to "I know how to contribute more to the community I am a part of"	43%	32%	37%	40%	35%	41%	51%	48%	46%	41%
Students who selected 'agree' or 'strongly agree' in response to "I know how students are making the community better"	45%	45%	40%	38%	43%	37%	48%	44%	43%	43%
Inspiring change - students FEEL they can make a change	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Year Ave
Students who selected 'agree' or 'strongly agree' in response to "I can influence the decisions and actions of The SU"	24%	29%	26%	25%	24%	25%	27%	20%	23%	25%
Students who selected 'agree' or 'strongly agree' in response to "By contributing to my community I'm also gaining from it"	70%	68%	65%	61%	64%	68%	72%	69%	74%	68%

Students who selected 'agree' or 'strongly agree' in response to "Everyone can make a contribution to the community"	80%	78%	75%	76%	78%	80%	81%	78%	80%	78%
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Top Ten 2020-21	Officer	University	Progress
Commit to sustainable investment practices and divest from all companies with links to the fossil fuel industry	President	Finance Director	Completed [No direct investments remain]
Create and commit to a specific action plan for decolonising the curriculum	Education	PVC L&T	Partially completed
Enact a Universal Trans Policy, developed with students and staff	President Community	HR Director	Completed [Gender identity policy to be approved soon]
Provide additional, sustainable staff resource to ensure the delivery of mental health first aid training to at least 10% of students staff	Community	DVC	Partially completed
Ensure good supervision practice through provision of training to all supervisors	Postgraduate	PVC I&D	Partially completed
Enhance case management of Report and Support to provide a swift and effective resolution to cases	Community	VP student experience	Completed
Introduce a policy for all students to be able to access recordings of all their lectures	Education	PVC L&T	Completed
Produce clear guidance and communication with our placement students to ensure that impacts due to Covid-19 are mitigated as much as possible	Education	PVC L&T	Completed
Design a specific support plan for students from low-income backgrounds in order to provide jobs and support in light of Covid-19	Sport	VP student experience	Partially completed
Create a list of additional costs from the University experience and look to reduce these costs on an annual basis to ensure equity of experience	Sport	VP student experience	Partially completed

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| <p>ACTIONS</p> <ul style="list-style-type: none"> • To monitor and receive updates on progress to achieve Top Ten; • To identify additional support that might be needed to support Officers in order to achieve Top Ten actions. |
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