



**Abi Brown**  
**Vice President Activities**  
**28<sup>th</sup> August 2020**

<b>Report Summary</b>	<p>This month we have been extremely busy planning and organising our run up to the start of term on the 12<sup>th</sup> of October and working on our KPIS and Operational Plans for 20/21. We were extremely lucky and went on a Residential as an Executive Committee to build upon ideas for freshers, present our operational plans to the SU Staff team, and work on our team building. This was extremely rewarding as we now have the wheels in motion for exciting events and activities on and off campus. In addition, we have been working on a number of projects including the Feel Good Programme, BAME Focus Groups and discussions, LAYM and Lincoln Together Training preparation, Reward and Recognition Badge Scheme, Handovers, Volunteer Officer's and their KPIs, virtual fayres, Covid-19 E-Learning, Track and Trace, BUCS Entries, NGB Updates and 8/10 Swans discussions.</p>	
<b>KPIs</b>	<b>Updates</b>	
<p><b>KPI 1: Have a 5% increase in unique membership in social sport by June 2021</b></p>	<p>Progress this month:</p>	<p>Activities and I have been working with the University Sports Centre to build a new social sport programme called the 'Feel Good Programme' which includes sports, para-sport, volunteering and online activities for students to get involved in.</p> <p>I have been working with Amina to gather feedback from international students about barriers to social sport. We are looking at creating a potential flexible membership for exchange students and students who wish to try out a sport or society for the first time.</p> <p>Last year myself and Emma worked with the LGBT+ Officer to create our new Policy in Activities regarding the 'Inclusion of Transgender and Non-Binary Students in Activities' this has now gone through all of the correct processes and has been passed through which is fantastic.</p>
	<p>Plans for next month:</p>	<p>My plans for the next month is to create ideas to improve the promotion of the Feel Good Programme by focusing on the physical and mental benefits as well as promoting these activities for households as a group activity during Covid-19 and targeting emails for those who do not attend. To also confirm the timetable for the Feel Good Programme ready for it to begin in October.</p> <p>Gather the feedback from ISA about the barriers to social sport and create an action plan in relation to the feedback gathered.</p>
<p><b>KPI 2: 100% of sports, societies and academic</b></p>	<p>Progress this month:</p>	<p>I have been working with Jess and our Advice Centre to provide Look After Your Mate Training online for our sports, societies and academic</p>



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<p><b>societies have one 'Look After Your Mate' Trained committee member by June 2021</b></p>		<p>society committees for the new academic year. This is being reviewed and altered to be provided online instead of in person.</p> <p>In addition, I have been finalising the Lincoln Together workshops to be delivered online instead of in person like I had planned for. I have also gathered feedback about the workshops from the Executive Committee and other stakeholders.</p>
	<p>Plans for next month:</p>	<p>To confirm the dates available for the training and promote booking onto the Look After Your Mate Training through hubs, social media and targeted emails.</p> <p>I plan to work with the wellbeing network to promote wellbeing officers and the importance of completing this training.</p> <p>I plan to look at the Academic calendar for when the Lincoln Together Training can be booked in for compulsory online training for committee members.</p>
<p><b>KPI 3: 75% of Activities Volunteer Officers will agree that their role has been impactful, makes them more employable, and achieve their KPIs set out at the beginning of their term</b></p>	<p>Progress this month:</p>	<p>All Volunteer Officers have been provided with in depth training to ensure they acknowledge their role and responsibilities from the beginning of the academic year. All four officers have created their 3 KPIs to work on and focus throughout the year and have now been approved at the Executive Committee. I have reviewed the Cluster Rep job description and purpose to ensure it is in line with our Volunteer Officers and holding them to account. I have been setting the Volunteer Officers fortnightly GOATing topics to gather feedback from students and report back to myself to make the appropriate improvements at the Students' Union and the University. All of my Volunteer Officers have been working extremely hard and have impressed me greatly with their initiative for projects and ideas over the summer.</p>
	<p>Plans for next month:</p>	<p>I need to publish the Volunteer Officers KPI's for the year on the Students' Union website so students can keep up to date with what they're working on.</p> <p>Work with marketing to create some digital signage for Volunteer Officers to increase their promotion and awareness ready for the beginning of term.</p>



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<p><b>KPI 4: 100% of ULSU Academic Societies to have Automatic Enrolment by June 2021</b></p>	<p>Progress this month:</p>	<p>The preliminary preparation for this KPI has begun, the rep forums for 20/21 have been organised and we have scheduled in academic society committee members to attend to help to provide feedback and build the relationship between themselves and the reps. We have planned in development of this idea for September.</p>
	<p>Plans for next month:</p>	<p>Work with Georgia to provide networking platforms for reps, ac socs and lecturers. I need to promote the new Academic Society Grant Funding to enhance Development and provide more opportunities this year. To begin plans for an online Job Fayre with external speakers for Academic Societies and Reps to attend.</p>
<p><b>KPI 5: 70% of sports, societies and academic societies feel as though Lincoln Students' Union Rewards and Recognises members wins in the Member Insight Package</b></p>	<p>Progress this month:</p>	<p>Over the summer our new ULSU Badge Scheme has been set up and is now live. This online reward and recognition scheme looks brilliant and I am excited to see it get utilised by our student groups this year. I have held numerous online feedback sessions for all Sports, Societies and Academic Society Committee members to attend and provide an update on the situation of the Students' Union. I plan to do this again in September before the start of term. Hopefully keeping in regular contact will help to build the relationships and provide a mechanism for feedback.</p>
	<p>Plans for next month:</p>	<p>I need to promote the ULSU Badge Scheme to our sports, societies and academic societies on FB Hubs and Monthly Activities Hubs. I plan to encourage Sports, Societies and Academic Societies to send in their successes i.e. fixture results, how much money has been raised at fundraisers, match day pictures via HUBS. To be posted on the Lincoln SU Facebook, Instagram, Twitter. I must prepare discussion topics for hubs about reward and recognition for October.</p>
<p><b>KPI 6: Complete a facilities and transport review of sports clubs and produce recommendations in line with</b></p>	<p>Progress this month:</p>	<p>I have been working with Simon Parkes to fulfil my Suggestions. I need to write a proposal for ULSU owned Electric Minibuses for transport between campus and Riseholme and for Sports, Societies and Academic Societies to use for fixtures and events.</p>



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<b>reducing environmental and financial impact by Jan 2021.</b>	Plans for next month:	I must continue to raise the importance of extending the University of Lincoln Sports Centre hours in Lincoln Sports Board as this is something I worked on throughout the last academic year and although I know there is no longer a great deal of funding for this project – hopefully if it can be kept on the agenda there is a possibility of progression throughout 20/21.
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<b>Student Interaction update:</b>	Update meetings with sports, societies and academic society committees, and 1:1's with those who could not make the original meeting, regular catch-ups with my activities officers, a brilliant meeting with Callum, our Community Officer, to discuss plans for a Lincoln Community Campaign, Facebook Lives for the University's clearing, BAME Focus Group and working group discussions.
<b>Committee and University Staff updates:</b>	Building a plan for our SPOTS and COTS programmes for the 20/21 Academic Year, working with the Sports Centre to sort out Sports Centre allocation, Monthly Catch up with Student Support Services, Social Activities Working Group, Mentor meeting with Simon Parkes, and introductions with all University Staff with the new Sabbs.
<b>Any Other Business:</b>	This month we were extremely lucky and went on a Residential as an Executive Committee to build upon ideas for freshers, present our operational plans to the SU Staff team, and work on our team building. This was extremely rewarding and we had so many positive discussions. We have been busy working on the virtual fayres, Covid-19 E-Learning, Track and Trace systems for sports and societies, BUCS Entries, NGB Updates and 8/10 Swans discussions.