

AMOSSHE Executive Committee meeting: minutes

24 March 2023, National Office, London



Attendees

- Jill Stevenson (JS)
- Simon Lee (SL)
- Helen McNeely (HM)
- Chris Warrington (CW)
- Rotimi Akinsete (RA)
- Aleata Alstad-Calkins (AAC)
- Emma Bales (EB)
- Craig Best (CB)
- Sammy Li (SLi)
- Claire Slater (CS)
- Sarah Sweeney (SS)
- John Bloomfield (JB)
- Sam Boyle (SB)
- Hiba tul Habib (HH)
- Chloe Kitts (CK)
- Benjamin Parsons (BP)

Apologies

- Ravteq Singh Dhesi (RSD)

Item 1: Welcome and conversation time

Item 2: Reserved business, conflicts of interest & AOB check

None.

Item 3: Minutes and matters arising

See paper 22-23-29.

RA is stepping down from the Executive Committee from today to pursue directions outside the sector. The Executive thanked RA for all his contributions.

The Executive thanked BP for ten years of service on the National Office team.

The Executive Committee signed off the previous minutes as an accurate record.

Actions progress:

- 23 and 39 – ‘JB to write up a process / guidelines for the External Relations group to refer to when taking action’ and ‘JB to share a process for activating notifications for the External Relations MS Teams group, for all to test’ – ongoing. The Teams group process needs work to be effective.
- 31 – ‘CPD development team to review virtual and in-person CPD events in July 2022 and review share of virtual and in-person and how they are spread out for the next academic year’ – COMPLETE, in the agenda of this meeting (item 6).
- 37 – ‘JB to add the executive meeting protocols to the documents library as an accurate record’ – ongoing.
- 41 – ‘ALL to consider how AMOSSHE can support members’ work in relation to cost of living and make suggestions to SB’ – COMPLETE.
- 42 – ‘ALL to respond to SB’s questions in the policy paper by email’ – COMPLETE.
- 44 – ‘JB to discuss approaches to working with ARC with the External Development workstream group’ – ongoing.
- 45 – ‘BP / SB to consider duty of care, suicide and Coroner’s inquests as topics for member discussions and the communications plan’ – COMPLETE, as part of CPD7.

- 47 – ‘JB to retire the Executive mini-site and use links from Sharepoint going forward. JB and BP to review the Executive Only webpage and what resources are available on there’ – ongoing.
- 48 – ‘ALL to consider what Executive resources are needed online and feed back to JB’ – ongoing.
- 51 – ‘Resources workstream to ensure to be aware of inclusive language on the new platform’ – ongoing.
- 52 – ‘BP and CK to share feedback about sustainability (of merchandise) with sponsors, to make recommendations’ – ongoing.
- 53 – ‘CPD planning group to pick up on the sustainability of events, and also the representation of the membership when choosing speakers, considering the predomination of Russell Group affiliated speakers in the past’ – ongoing.
- 55 – ‘HM, SLi, CS and NO to meet to review the first draft of the EDI policy, assess all its implications and the next set of processes to be created’ – COMPLETE, the team has met and work is in progress.
- 56 – ‘BP to link the EDI policy to the member etiquette and sponsor engagement policies’ – ongoing, dependent on action 55.
- 57 – ‘BP to bring an update on the progress with consultants to the March Executive meeting’ – on agenda for this meeting (item 14).
- 59 – ‘JB to provide a written update about AMOSSHE engagement with EucA’ – ongoing. JB was going to send with the papers but now will provide separately.

Item 4: Policy update

See paper 22-23-30.

Duty of care

SB asked whether the Executive supports AMOSSHE approaching Universities UK to develop good practice examples of effective higher education provider support in relation to duty of care.

The Executive Committee felt that we need to be clear about why we would want to create a set of examples – to demonstrate the value of our members’ work rather than defend ourselves against media criticism. Members working on the University Mental Health Charter will already be documenting the work they’re doing, however not all members are undertaking this. AMOSSHE should not promise to undertake work or take responsibility that we cannot or might not want to deliver.

AMOSSHE has a view on duty of care, as stated in our previous public statement, but AMOSSHE should be careful of taking sector responsibility for this set of concerns. However, there are valuable reasons to put together a narrative and evidence base about the excellent work that AMOSSHE members are doing every day. But also provide clarity about where our members’ roles and responsibilities begin and end.

ACTION: SB to progress a discussion with Universities UK and other sector stakeholders (possibly including ARC) about duty of care, without committing to developing resources at this stage, but to ask how AMOSSHE can support the sector to come to a position on this topic.

Fitness to study / fitness to practice support

SB suggested that AMOSSHE could do the following:

1. Set up a policy working group to develop a good practice resource.
2. Look at producing a joint event with sector partners such as NADP.
3. Run a CPD (continuing professional development) event.

SB invited Executive members to comment on their preferred process for engagement and what output they would like to see developed. The team endorsed a discussion and a CPD event.

SB asked: if AMOSSHE were looking to produce a good practice resource, are there any organisations we should be looking to partner with? The Executive suggested NAPD (National Association of Disability Practitioners), UMHAN (University Mental Health Advisers Network), OIAHE (Office of the Independent Adjudicator for Higher Education), and UKAT (UK Advising and Tutoring).

ACTION: SB to progress a discussion group about fitness to study / fitness to practise / fitness to reside / naming these processes / punitive use / underuse as part of a regular monthly member discussion.

ACTION: CPD leads (CW and HM) to include fitness to study / fitness to practise / fitness to reside / naming these processes / punitive use / underuse as part of the CPD programme for 2023/24.

Item 5: Finances

Revised budget 23-24

See paper 22-23-31.

The Executive Committee considered the revised budget and approved it.

Draft budget 24-25

See paper 22-23-32.

The Executive Committee approved:

- An increase in membership fees of 4% for the 2023/24 academic year.
- In principle to increase continuing professional development (CPD) event and National Conference costs with the condition that these budgets will be reviewed in line with the overall budget by the CPD development team and National Conference team respectively.
- In principle a deficit budget for 2023/24 with the proviso that this will be reviewed for approval in the residential meeting in July 2023.

The paper for the draft budget states a projected deficit of approximately £11,000 for the year, but this ought to be £2,431.28 as specified in the spreadsheet that follows.

ACTION: JB, HM and JS to devise a narrative to explain to members at the annual general meeting (AGM) how the reserves will be used.

Item 6: CPD and National Conference

See paper 22-23-33.

CPD structure and CPD 1 & 2 decision

The Executive Committee approved the publication of the CPD programme up to and including the Winter Conference only, to enable further flexibility of structure and topic agreement for the remaining CPD events.

The Executive Committee approved the use of sponsored webinars as part of a revised sponsorship and CPD opportunity. It would be useful to ask the membership which organisations they would like to see represented in these webinars.

The Executive Committee discussed topics and leads for CPD2 and CPD3 (virtual half day and in-person events in autumn / winter 2023):

- CPD2 (half-day online) on fitness to study / practise / reside – leads HM and CS.
- CPD3 (in-person) should focus on harassment as well as sexual violence, including tackling racism – leads EB and AAC.

SS will be a co-lead for the Winter Conference 2024. The theme could be roles and boundaries (appropriate / mandatory training, reasonable adjustments, duty of care, managing risk). Data use and analytics might be more useful to explore, and perhaps personal tutoring models. A focus on service design for this conference will be too similar to the 2023 Winter Conference theme.

Other CPD topics to consider:

- Supporting international students, cultural competency, supporting students with families.
- Unstable personalities / personality disorders / psychosis.
- B3 conditions.
- Animals on campus.
- Gender identity support (online).

ACTION: HH to set up planning meetings for CPD1, 2 and 3 for the 2023/24 programme.

National Conference 2024

The Executive approved the venue for the 2024 National Conference.

ACTION: JB to sign contracts for the 2024 National Conference venue.

[Item 7: Annual General Meeting](#)

See paper 22-23-34.

Membership fees

The Executive Committee approved a 4% increase to the membership fees (rounded up or down to whole numbers) to present this to the membership at the Annual General Meeting (AGM) on 18 May 2023. However, the student rate fee should remain at £50.

ACTION: JB to finalise membership fees for 2023/24, with rounding as agreed.

AMOSSHE updates

The AGM will be presented live and recorded for distribution to all members.

The Executive Committee approved the inclusion of a strategic review in the presentation to the membership at the AGM. A lead from each strategy workstream will present live.

ACTION: JB and BP to recruit Executive members to take part in the AGM presentations from each workstream.

[Item 8: Policy overview horizon scanning paper](#)

See paper 22-23-35.

[Item 9: Strategy workstream updates](#)

Resources

See paper 22-23-36.

External Development

See paper 22-23-37.

ACTION: External development group to consider how to project international membership to attract more members.

Item 10: Professionalisation project

See paper 22-23-38.

The Executive Committee agreed to rename this project to 'Professional recognition and career development' instead (PRCD project for short).

ACTION: BP and JB to rename the 'Professionalisation project' as 'Professional recognition and career development project' instead.

Item 11: AMOSSHE survey update

See paper 22-23-38.

Item 12: Standing item: AMOSSHE EDI

See paper 22-23-38.

Item 13: Communications strategy update

See paper 22-23-38.

AAC volunteered to be part of the communications strategy workshop.

ACTION: JB to share the communications strategy workshop opportunity with the Executive team to find one more participant.

Item 14: Operations update

See paper 22-23-38.

Executive elections

Six roles will soon become available on the AMOSSHE Executive Committee, to serve for a period of two years from 1 August 2023 to 31 July 2025.

Two members have nominated themselves for the one available Chair role. This means that the final candidate will be chosen by a membership ballot. Seven members have nominated themselves for the four available Executive Member roles. This means that the final candidates will be chosen by a membership ballot.

From Thursday 30 March 2023 AMOSSHE members can vote to decide which nominees will be appointed to the roles.

The role of Vice Chair has one nominee, so this role is uncontested and an election vote isn't necessary.

Item 15: Any Other Business

None.

Item 16: Reflection time

Key: Closed- here action is time limited and now expired Complete – where action has been taken

Executive 2022-23 Action Log

Exec Board	Action No.	Agenda No.	Action	Actioned to	Status
Jul-22	5	9	Professionalisation group to consider and investigate utilising an existing framework from either HEA, AUA or Advance HE to develop a matrix of behaviours / knowledge based on an existing framework (once established, the framework can be mapped across the CPD to programme to show how our CPD will contribute to development).	Professionalisation working group	Complete
Jul-22	16	26	ALL to establish an EDI central working group to look at AMOSSHE EDI policy, events checklist and coordinating EDI approach through the workstreams.	ALL, SLi	Complete
Oct-22	23	4	JB to write up a process / guidelines for the External Relations group to refer to when taking action.	JB	Ongoing
Oct-22	31	8	CPD development team to review virtual and in-person CPD events in July 2022 and review share of virtual and in-person and how they are spread out for the next academic year	CW, HM, JB, BP	Ongoing
Jan-23	37	2	JB to add the executive meeting protocols to the documents library as an accurate record	JB	Ongoing
Jan-23	38	3	Winter Conference team to arrange a meeting at the event between Edward Peck and the Executive members who are attending the conference, and Executive attendees to agree discussion topics.	JB, BP	Complete
Jan-23	39	3	JB to share a process for activating notifications for the External Relations MS Teams group, for all to test.	JB	Ongoing
Jan-23	40	3	JB to share details about the diversity round table in London on 24 February with the Executive to see if someone can attend on behalf of AMOSSHE.	JB	Complete
Jan-23	41	4	ALL to consider how AMOSSHE can support members' work in relation to cost of living and make suggestions to SB.	ALL	Ongoing
Jan-23	42	4	ALL to respond to SB's questions in the policy paper by email.	ALL	Ongoing
Jan-23	43	4	SB to convene a policy group (SL, JS and HM) to develop recommendations for action going forward.	SB	Complete
Jan-23	44	4	JB to discuss approaches to working with ARC with the External Development workstream group.	JB	Ongoing
Jan-23	45	4	BP / SB to consider duty of care, suicide and Coroner's inquests as topics for member discussions and the communications plan.	SB, BP	Ongoing
Jan-23	46	5	National Office to implement the changes to AGM and the elections process	JB, BP	Complete
Jan-23	47	5	JB to retire the Executive mini-site and use links from Sharepoint going forward. JB and BP to review the Executive Only webpage and what resources are available on there.	JB	Ongoing
Jan-23	48	5	ALL to consider what Executive resources are needed online and feed back to JB.	ALL	Ongoing
Jan-23	49	5	JB to remove Fay Sherrington as a Director from Companies House.	JB	Complete
Jan-23	50	6	ALL to feed in any further thoughts to the specification document to the Resources team	ALL	Closed
Jan-23	51	6	Resources workstream to ensure to be aware of inclusive language on the new platform	Resources leads	Ongoing
Jan-23	52	8	BP and CK to share feedback about sustainability (of merchandise) with sponsors, to make recommendations	CK, BP	Ongoing
Jan-23	53	8	CPD planning group to pick up on the sustainability of events, and also the representation of the membership when choosing speakers, considering the predominance of Russell Group affiliated speakers in the past.	CPD planning group	Ongoing
Jan-23	54	9	ALL to complete the careers / employability benchmarking survey.	ALL	Closed
Jan-23	55	10	HM, SLi, CS and NO to meet to review the first draft of the EDI policy, assess all its implications and the next set of processes to be created.	BP	Ongoing
Jan-23	56	10	BP to link the EDI policy to the member etiquette and sponsor engagement policies	BP	Ongoing
Jan-23	57	11	BP to bring an update on the progress with consultants to the March Executive meeting	BP	Ongoing - update in noted section
Jan-23	58	12	JB to send around details of the IASAS global summit in July to the Executive and speak to the Chairs about representation, including the number of people we can afford to send.	JB	Complete
Jan-23	59	12	JB to provide a written update about AMOSSHE engagement with EuCA	JB	Ongoing

Policy report for Executive meeting: March 2023

Introduction:

This policy paper covers key policy areas for discussion and updates for noting. Part 1 covers topics for executive discussion. Part 2 covers updates from AMOSSHE since the last Executive meeting. This paper is separate from the wider horizon scanning document which provides a more general overview of the policy landscape, including AMOSSHE actions.

There is nothing urgent for approval in the March 2023 meeting. Therefore, the Executive are asked to provide feedback on two discussion topics concerning AMOSSHE priorities.

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[1.1: Duty of Care](#)

[1.2: Fitness to study/fitness to practice support](#)

[2.1: Office for Students \(OfS\) consultation on new proposals for regulating harassment and sexual misconduct.](#)

[2.2: Accommodation pressures – partnership opportunity with CUBO](#)

[2.3: AMOSSHE submission- Students APPG inquiry on the impact of the cost of living crisis.](#)

[2.4: Cost of Living support- support for students and policy development.](#)

[2.5: Higher Education Bill \(Westminster\) – Lords Amendment on the use of NDAs.](#)

[2.6: Disabled Student's Commission -Disabled Student's Commitment](#)

1. Areas of policy work for discussion and feedback:

1.1 Duty of care

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The LEARN Network has responded to the government's statement on their petition, describing it as having 'further endangered university staff and students.'

They also argue that introducing more mental health resources will not be sufficient in reducing student deaths because most victims are not known to student services.

They have further outlined some of the key changes they would like to see in the sector including:

- Mandatory inductions and professional development for student facing staff on issues like support services and reasonable adjustments.
- Mandatory mental health and suicide prevention training for student facing staff.
- A student centred approach to attendance and performance issues including reviewing fitness to study procedures.

Their petition has now received more than the 100,000 signatures needed to be considered for parliamentary debate. Whilst this is unlikely to lead to the Government changing their position, it is likely to lead to greater coverage of the debate and LEARN Network's aims.

Steve West (Chair of UUK) and Edward Peck (Student Support Champion) want to work with the LEARN Network going forward. John de Pury (UUK) has said that UUK will not be producing any new guidance related to student wellbeing and mental health this year. However, he has mentioned that UUK want to highlight good practice across the sector.

This is a really good opportunity for AMOSSHE to work with UUK to showcase the work our members are doing and built a strong narrative of the support HEPs are giving to students.

For executive discussion

- Would the Executive support AMOSSHE approaching UUK to develop good practice examples of effective HEP support?

1.2 Fitness to study/fitness to practice support.

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AMOSSHE has heard from multiple members that their institution has had to conduct repeat fitness to practice or fitness to study procedures with students.

Additionally, members have told us that academic staff often use these procedures as punitive measures rather than as a means of supporting students and identifying concerns. This is particularly relevant because the LEARN Network have specifically cited fitness to study procedures as an area for HEPs to review.

This could be a good opportunity for AMOSSHE to show the LEARN Network that the sector are serious about tacking practical action.

In light of the Abrahart case at the University of Bristol, it is clear that there are potential risks in HEP approaches, particularly in relation to disability support and compliance with the Equality Act.

It is also clear from our last Disability Services benchmarking survey that some Disability Services teams are struggling to implement a consistent approach to introducing reasonable adjustments.

At the first Policy development meeting, the group discussed the importance of using short-life working groups with clear objectives for member engagement.

SB wants to get a more in depth understanding of these issues before setting up a working group.

I am proposing that we set up a one-off membership discussion group to get a clear understanding of the nuances of the issues HEPs are facing, before looking to establish a plan for further engagement.

Depending on the output of the discussion, AMOSSHE could do the following:

1. Set up a policy working group to develop a good practice resource
2. Look at producing a joint event with sector partners such as NADP.
3. Run a CPD event.

For executive discussion

- Whilst it is premature to get Executive sign off, Executive members are invited to comment on their preferred process for engagement and what output they would like to see developed.
- If AMOSSHE were looking to produce a good practice resource, are there any organisations we should be looking to partner with?

2.AMOSSHE updates for noting since the last meeting

2.1 Office for Students (OfS) consultation on new proposals for regulating harassment and sexual misconduct.

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The OfS has launched its [consultation on regulating harassment and sexual misconduct](#) in English Higher Education.

The consultation closes on 4 May 2023.

The key proposals include:

- A requirement for HEPs to provide a single accessible document setting out all of their policies and procedures for tackling sexual misconduct and harassment.
- A proposal for HEPs to demonstrate they have the capacity and the resources to comply with the condition.
- A proposal for HEPs to comply with the condition in a way that is consistent with freedom of speech principles.
- A couple of proposals to either ban student-staff relationships or require HEPs to record them on a register.
- A proposal to ban NDAs , including NDAs agreed before the regulation comes into effect and an expectation that HEPs try to prevent third parties from using them.

In addition to the consultation, the OfS is designing a prevalence survey which will be released to the same timetable. AMOSSHE is part of the expert advisory group overseeing the development of the pilot survey.

Update for the Executive

- AMOSSHE are responding to the consultation.
- SB has published a blog on some of the key proposals in the consultation.
- AMOSSHE are putting together a working group that will meet twice to discuss the key proposals (30 March and 17 April).

- AMOSSHE have set up an event/webinar for all members in April (4 April) to go through the consultation themes and get feedback on the key proposals.
- AMOSSHE are speaking to UUK and Guild HE about our respective key positions and concerns.

2.2. Accommodation pressures – partnership opportunity with CUBO

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At the last Executive meeting and at the subsequent policy development group discussion, it became clear that other institutions are currently better placed to deal with accommodation issues.

I have approached CUBO and ASRA to get a better understanding of the work they are doing to support HEPs with a range of accommodation issues. CUBO are very interested in looking at joint working opportunities such as shared events and good practice guidance.

Update for the Executive:

- AMOSSHE are waiting to hear back from CUBO about a proposal for a formal working relationship.
- This will be a discussion point for the external development group.

2.3 AMOSSHE submission- Students APPG inquiry on the impact of the cost of living crisis.

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AMOSSHE responded to the Westminster APPG Students inquiry into the impact of the cost of living crisis on students. The inquiry called upon sector groups, universities and accommodation providers to provide evidence of the impact on students, the efficacy and the extent of support from government and HEPs and to outline what further action is needed.

AMOSSHE response can be found [here](#). It was informed by AMOSSHE's preliminary cost of living pulse survey findings.

Update for Executive:

- AMOSSHE to keep up to date with the next steps in the inquiry.
- AMOSSHE to work with UUK, Universities Scotland and Universities Wales on developing common policy positions.

2.4 Cost of Living support- support for students and policy development.

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I have started to build stronger connections with relevant policy teams at UUK, Universities Scotland and Universities Wales so that we can address cost of living issues in a more joined up way.

Update for the Executive:

- Following the first policy development group meeting, it was advised that AMOSSHE focuses on influencing funding conversations affecting students instead of producing new resources/guidance.
- AMOSSHE is speaking to UUK (Daniel Hurley) about how our organisations could work together going forwards.
- SB has had preliminary conversations about shared approaches with sector bodies in the Home Nations.

2.5 Higher Education Bill (Westminster) – Lords Amendment on the use of NDAs.

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AMOSSHE has spoken to a couple of members confidentiality about their concerns with the wording of the Bill. I have shared these concerns anonymously with the Department for Education (DfE). We are maintaining a dialogue with DfE on this issue.

In the new OfS consultation on sexual misconduct and harassment, there is a proposal to ban the use of NDAs in relation to any cases involving students. This would include retrospective bans affecting NDAs signed before the regulation is introduced.

The alternative proposal is for the OfS to mirror the wording of the Bill.

AMOSSHE will be seeking members feedback on these proposals to inform our consultation response.

In Wales and Scotland, universities have already committed to not using NDAs for cases involving harassment . [Universities Scotland](#) and [Universities Wales](#) have put out statements setting out their positions clearly on this matter.

Update for the Executive:

- AMOSSHE has spoken to the DfE outlining concerns and potential unintended consequences of the Bill as it stands.
- AMOSSHE has had regular contact with UUK about this subject. Both organisations have taken a similar approach and will not be putting out public statements regarding any concerns.

2.6 Disabled Student's Commission -Disabled Student's Commitment

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The Disabled Student's Commission will be publishing the Disabled Students Commitment later this month.

Whilst the Commitment does not include any statutory requirements, it calls upon a range of organisations including the Government, HEP's , regulators, funders and agencies, to commit to creating more inclusive policies and practices for the benefit of disabled students.

Update for the Executive:

- The DSC will be launched on 27 March.
- AMOSSHE has requested an embargoed copy of the report from Advance HE ahead of the launch. Advance HE are discussing our request but they have indicated that they will provide us with a copy ahead of the launch.

AMOSSHE revised budget 2022-23

This budget has been reviewed in March 2023 as per our usual process of reviewing performance at the mid point in the year.

The following areas have been revised in particular:

Income

CPD income and expenditure reflects actuals for the CPD programme 1-4 which incorporated 2 x in-person 1 day events, 1 x virtual event and the Winter Conference.

Sponsorship income reflects sponsorship to date which includes the National Conference due to selling all in-person exhibitor space. There are still sponsorship opportunities available which may be taken up later in the year.

Expenditure

Staffing costs have been adjusted where possible in light of Anya's maternity leave and the time in which Chloe and Sam started with us.

Website maintenance costs have been reduced due to the revised timescale and implementation plan for the new site.

Contingency has been reduced now that the first 4 CPD events have taken place

As you can see the budget looks very healthy at this stage of the year moving from expected figure of £2,000 to £18,000. This will still be open to a lot of change given our major conference is still to take place and we are looking at the potential for further staff support in the lead up to the national conference.

[For Executive discussion / approval](#)

For the executive to consider the revised budget and approve it

AMOSSHE

Department

Code	Month Description	1 Aug	2 Sep	3 Oct	4 Nov	5 Dec	6 Jan	7 Feb	8 Mar	9 Apr	10 May	11 Jun	12 Jul	
Income														
4000-4020	Membership income	43,202	43,202	43,202	-	-	-	-	-	-	-	-	-	129,605.64
4100-4104	CPD income	-	-	16,526	9,533	-	-	30,840	2,188	4,050	4,050	-	-	67,186.50
4200-4204	Conference income	-	-	-	-	-	-	-	43,521	43,521	43,521	-	-	130,563.00
4300	Project / research grant	-	-	-	-	-	-	-	-	3,000	10,500	3,000	-	16,500.00
4400	Sponsorship Income	-	-	1,998	-	-	46,943	27,652	14,662	1,948	1,198	-	-	94,400.66
	VAT adjustment	-	-	-	-	-	-	-	-	-	-	-	-	-
	Release of capital grant	-	-	-	-	-	-	-	-	-	-	-	-	-
		43,202	43,202	61,725	9,533	-	46,943	58,492	60,371	52,519	59,269	3,000	-	438,255.80
Expenditure														
Staff Related Costs														
6010	Permanent Staff Costs	10,535	10,535	10,535	15,905	15,905	15,905	15,905	15,905	16,605	15,605	15,305	15,305	173,951.24
6020	Executive Director	4,988	4,988	4,988	4,988	4,988	4,988	4,988	4,988	4,988	4,988	4,988	4,988	59,850.00
6030	Operations Coordinator	600	600	600	3,220	3,220	3,220	3,220	3,220	2,920	2,920	2,620	2,620	28,982.71
6040	Head of Engagement	3,463	3,463	3,463	3,463	3,463	3,463	3,463	3,463	4,463	3,463	3,463	3,463	42,550.50
6045	Admin and Comms Officer	1,485	1,485	1,485	1,485	1,485	1,485	1,485	1,485	1,485	1,485	1,485	1,485	17,818.04
	Policy and Research Officer	-	-	-	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750	2,750	24,750.00
6060	Temporary Staff	-	-	-	-	-	-	-	-	-	1,000	-	-	1,000.00
6070	Employers NI	1,264	1,264	1,264	1,909	1,909	1,909	1,909	1,909	1,993	1,873	1,837	1,837	20,874.15
6080	Employers Pensions	632	632	632	954	954	954	954	954	996	936	918	918	10,437.07
6090	Recruitment Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
		12,431	12,431	12,431	18,768	18,768	18,768	18,768	18,768	19,594	19,414	18,060	18,060	206,262.47
Other Direct Costs														
7000	Marketing	-	-	-	-	-	-	-	-	-	3,000	-	-	3,000.00
7020	Venue Hire cost	-	-	4,527	2,355	-	34,590	9,328	385	-	44,878	385	-	96,448.00
7030	Speaker Fee	-	-	100	-	-	-	-	-	-	1,700	-	-	1,800.00
7310	Conferences misc	-	-	-	-	-	-	-	-	-	-	-	-	-
7040	Website Maintenance	360	2,760	360	360	360	360	360	360	360	360	360	360	6,720.00
7060	Subscriptions	30	30	30	30	30	30	30	30	30	30	30	30	360.00
7070	Staff training	250	250	250	250	250	250	250	250	250	250	250	250	3,000.00
7080	Insurance	-	1,200	-	-	-	-	291	-	-	-	-	-	1,490.84
7090	Telephone	150	150	150	150	150	150	150	150	150	150	150	150	1,800.00
7100	Travel	900	200	1,696	676	200	100	669	900	200	1,950	900	200	8,590.95
7110	Hospitality	-	-	-	-	150	-	-	-	-	19,775	-	-	19,925.00
7130	Subsistence	100	20	153	127	220	20	36	100	20	820	100	20	1,736.35
7140	Refreshments	400	-	120	-	-	-	-	120	-	-	120	-	760.00
7150	Printing	-	-	-	-	-	-	-	-	-	-	-	-	-
7160	Postage and Carriage	-	-	-	134	-	-	223	-	-	500	-	-	856.96
7180	Stationary	10	10	10	10	10	10	10	10	10	10	10	10	120.00
7190	Accounting Fee	84	2,800	3,500	84	2,300	84	84	1,800	84	84	84	84	11,072.00
7200	Consultancy fee	-	-	440	675	-	-	-	-	-	-	-	-	1,115.00
7210	Tenancy costs	3,410	5,160	37	37	5,160	37	37	5,160	37	37	5,160	37	24,308.34
7220	Equipment Hire	-	-	-	-	-	-	-	-	-	2,500	-	-	2,500.00
7230	Minor Equipment / Software purchases	1,600	1,450	600	600	600	600	600	600	710	710	600	600	9,270.00
7300	Miscellaneous/Contingency	64	64	64	64	64	64	64	349	349	7,277	64	64	8,552.27
9000	Bank Interest Paid	-	-	-	-	-	-	-	-	-	-	-	-	-
7500	Bank Charges and Stripe bank fees	100	100	100	100	100	100	100	100	150	150	150	150	1,400.00
7005	International engagement costs	-	-	-	-	-	-	-	-	-	-	3,000	-	3,000.00
	VAT non-allowable	-	-	4,967	-	-	4,967	-	-	4,967	-	-	-	14,901.00
		7,459	14,194	17,103	5,652	9,594	41,362	12,233	10,314	7,317	84,181	11,363	1,955	222,726.71
Depreciation														
41	Fixture and Fitting Depn	-	-	-	-	-	-	-	-	-	-	-	265	265.00
31	Office Equipment Depn	-	-	-	-	-	-	-	-	-	-	-	3,361	3,361.00
		-	-	-	-	-	-	-	-	-	-	-	3,626	3,626.00
Total Expenditure														
		19,890	26,625	29,535	24,420	28,362	60,130	31,001	29,082	26,911	103,595	29,423	23,641	432,615.18
Net Surplus/(Deficit)														
		23,312	16,577	32,191	14,887	28,362	13,188	27,491	31,289	25,608	44,326	26,423	23,641	5,640.62
														TOTAL AMOSSHE
														4,276.14 Projected save on contingency (50%)

AMOSSHE Reserves position 2022-23: 18/02/2023 £ 271,939.14

Agreed core contracted functions included in reserves:	1 year	6 months	Monthly
Staffing	£ 206,262.47	£ 103,131.23	£ 17,188.54
Website maintenance	£ 6,720.00	£ 3,360.00	£ 560.00
Insurance	£ 1,490.84	£ 745.42	£ 124.24
Telephone	£ 1,800.00	£ 900.00	£ 150.00
Accounting fee	£ 11,072.00	£ 5,536.00	£ 922.67
Bank charges	£ 1,400.00	£ 700.00	£ 116.67
Tenancy	£ 24,308.34	£ 12,154.17	£ 2,025.70
IT support	£ 2,000.00	£ 1,000.00	£ 166.67
TOTAL	£ 255,053.65	£ 127,526.82	£ 21,254.47

6 months calculated reserves	£ 127,526.82
Remaining reserves	£ 144,412.32
Total number of operating months covered:	12.8

9,916.76 TOTAL
 1,983.35 Corporation tax
 7,933.41 TOTAL AMOSSHE

Draft budget 2023-2024

As we are all acutely aware the current economic challenges create a difficult environment for all of us and our members institutions. However much we would like to keep costs to a minimum it is challenging for them to remain the same. This draft budget has been created based on the suggested CPD structure for the year and for our conference to continue in our traditional manner. We are continuing to offer good value for money for all the activities and work that we do.

The draft budget below is currently projected for a deficit of approximately £11,000 for the year. As we know there will be savings throughout the year and furthermore the VAT calculation which happens for the year end accounts may also change the final monetary position positively. Based on our discussion this budget will be revised for the year at the residential meeting in July 2023 where it will be signed off by the executive committee.

The AMOSSHE draft budget for 2023 – 2024 academic year has been prepared on the following:

- Increase membership fee by 4%
- Increase costs for CPD by an average of £20 per person per event
- Increase National conference cost by 14% (this will be reviewed as standard by the new conference team)
- Staff salary inflationary increase (TBC)
- Increase in sponsorship fees for all activities apart from the annual sponsorship packages
- Increased costs for National Conference and CPD venues
- Increased costs for website, software and subscriptions

For Executive discussion / approval

- For the executive committee to approve an increase in membership fees of 4% this year.
- For the executive committee in principle to approve increases in CPD and National Conference costs with the condition that these budgets will be reviewed in line with the overall budget by the CPD development team and National Conference team respectively.
- For the executive committee to approve in principle a deficit budget for 2023-2024 with the proviso that this will be reviewed for approval in the residential meeting in July 2023.

AMOSSHE

Department

Code	Month Description	1 Aug	2 Sep	3 Oct	4 Nov	5 Dec	6 Jan	7 Feb	8 Mar	9 Apr	10 May	11 Jun	12 Jul	
Income														
4000-4020	Membership income	52,600	52,600	52,600	-	-	-	-	-	-	-	-	-	157,798.76
4100-4104	CPD income	-	-	-	16,121	-	15,113	15,113	5,700	10,750	-	-	-	62,796.00
4200-4204	Conference income	-	-	-	-	-	-	-	50,051	50,051	50,051	-	-	150,153.32
4300	Project / research grant	-	-	-	-	-	-	-	-	-	2,000	-	-	2,000.00
4400	Sponsorship Income	-	-	1,700	2,597	-	30,782	12,990	65,096	3,395	1,700	-	-	118,260.00
	VAT adjustment	-	-	-	-	-	-	-	-	-	-	-	-	-
	Release of capital grant	-	-	-	-	-	-	-	-	-	-	-	-	-
		52,600	52,600	54,300	18,718	-	45,895	28,103	120,847	64,196	53,751	-	-	491,008.08
Expenditure														
Staff Related Costs														
6010	Permanent Staff Costs	16,070	16,070	16,070	16,070	16,070	16,070	16,070	16,070	17,070	16,070	16,070	16,070	193,845.27
6020	Executive Director	5,237	5,237	5,237	5,237	5,237	5,237	5,237	5,237	5,237	5,237	5,237	5,237	62,842.50
6030	Operations Coordinator	2,751	2,751	2,751	2,751	2,751	2,751	2,751	2,751	2,751	2,751	2,751	2,751	33,015.80
6040	Head of Engagement	3,636	3,636	3,636	3,636	3,636	3,636	3,636	3,636	4,636	3,636	3,636	3,636	44,628.03
6045	Admin and Comms Officer	1,559	1,559	1,559	1,559	1,559	1,559	1,559	1,559	1,559	1,559	1,559	1,559	18,708.94
	Policy and Research Officer	2,888	2,888	2,888	2,888	2,888	2,888	2,888	2,888	2,888	2,888	2,888	2,888	34,650.00
6060	Temporary Staff	-	-	-	-	-	-	-	-	-	1,000	-	-	1,000.00
6070	Employers NI	1,928	1,928	1,928	1,928	1,928	1,928	1,928	1,928	2,048	1,928	1,928	1,928	23,261.43
6080	Employers Pensions	964	964	964	964	964	964	964	964	1,024	964	964	964	11,630.72
6090	Recruitment Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
		18,963	18,963	18,963	18,963	18,963	18,963	18,963	18,963	20,143	19,963	18,963	18,963	229,737.42
Other Direct Costs														
7000	Marketing	-	-	-	-	-	-	-	-	-	3,000	-	-	3,000.00
7020	Venue Hire cost	4,000	-	385	3,350	-	-	7,900	385	-	108,326	385	-	124,731.00
7030	Speaker Fee	-	-	-	600	-	-	1,200	-	-	2,000	-	-	3,800.00
7310	Conferences misc	-	-	-	-	-	-	-	-	-	-	-	-	-
7040	Website Maintenance	360	360	360	360	360	360	360	360	360	360	360	360	4,320.00
7060	Subscriptions	100	100	100	100	100	100	100	100	100	100	100	100	1,200.00
7070	Staff training	250	250	250	250	250	250	250	250	250	250	250	250	3,000.00
7080	Insurance	-	1,400	-	-	-	-	300	-	-	-	-	-	1,700.00
7090	Telephone	150	150	150	150	150	150	150	150	150	150	150	150	1,800.00
7100	Travel	900	200	900	1,080	200	100	1,700	900	200	1,800	900	200	9,080.00
7110	Hospitality	400	-	-	-	250	-	-	-	-	20,075	-	-	20,725.00
7130	Miscellaneous/Contingency	100	20	100	160	220	20	230	100	20	820	100	20	1,910.00
7140	Refreshments	400	-	120	-	-	-	720	120	-	-	120	-	1,480.00
7150	Printing	-	-	-	-	-	-	-	-	-	-	-	-	-
7160	Postage and Carriage	-	-	-	-	-	-	250	-	-	500	-	-	750.00
7180	Stationary	10	10	10	10	10	10	10	10	10	10	10	10	120.00
7190	Accounting Fee	84	1,800	84	84	2,300	84	84	1,800	84	84	3,500	84	10,072.00
7200	Consultancy fee	-	-	440	675	-	-	-	-	-	-	-	-	1,115.00
7210	Tenancy costs	3,410	5,160	37	37	5,160	37	37	5,160	37	37	5,160	37	24,308.34
7220	Equipment Hire	-	-	-	-	-	-	-	-	-	9,000	-	-	9,000.00
7230	Minor Equipment / Software purchases	700	700	700	700	700	700	700	700	700	700	700	700	8,400.00
7300	Miscellaneous/Contingency	64	64	215	991	64	64	1,549	375	526	6,484	64	64	10,524.60
9000	Bank Interest Paid	-	-	-	-	-	-	-	-	-	-	-	-	-
7500	Bank Charges and Stripe bank fees	80	80	80	80	80	80	80	80	100	100	100	100	1,040.00
7005	International engagement costs	-	-	-	-	-	1,000	-	1,000	-	-	1,000	-	3,000.00
	VAT non-allowable	-	-	7,500	-	-	7,500	-	-	-	-	-	-	15,000.00
		11,009	10,294	11,431	8,627	9,844	10,455	15,620	11,490	2,537	153,796	12,899	2,075	260,075.94
Depreciation														
41	Fixture and Fitting Depn	-	-	-	-	-	-	-	-	-	-	-	265	265.00
31	Office Equipment Depn	-	-	-	-	-	-	-	-	-	-	-	3,361	3,361.00
		-	-	-	-	-	-	-	-	-	-	-	3,626	3,626.00
Total Expenditure														
		29,972	29,257	30,394	27,590	28,807	29,418	34,583	30,453	22,680	173,759	31,862	24,664	493,439.36
Net Surplus/(Deficit)														
		22,628	23,343	23,906	8,872	28,807	16,476	6,481	90,394	41,516	120,008	31,862	24,664	2,431.28
		5,262.30 Projected save on contingency (50%)												

AMOSSHE Reserves position 2022-23: 18/02/2023 £ 271,939.14

Agreed core contracted functions included in reserves:	1 year	6 months	Monthly
Staffing	£ 229,737.42	£ 114,868.71	£ 19,144.78
Website maintenance	£ 4,320.00	£ 2,160.00	£ 360.00
Insurance	£ 1,700.00	£ 850.00	£ 141.67
Telephone	£ 1,800.00	£ 900.00	£ 150.00
Accounting fee	£ 10,072.00	£ 5,036.00	£ 839.33
Bank charges	£ 1,040.00	£ 520.00	£ 86.67
Tenancy	£ 24,308.34	£ 12,154.17	£ 2,025.70
IT support	£ 2,000.00	£ 1,000.00	£ 166.67
TOTAL	£ 274,977.76	£ 137,488.88	£ 22,914.81
6 months calculated reserves	£ 137,488.88		
Remaining reserves	£ 134,450.26		
Total number of operating months covered:	11.9		

2,831.02 TOTAL
 566.20 Corporation tax
 2,264.82 TOTAL AMOSSHE

AMOSSHE CPD and National Conference

CPD update

Events schedule publication

In August 2023 publicise events up to Winter Conference (instead of the whole year's programme), but also open National Conference call for proposals. Then publicise the rest of the programme after Christmas 2023.

Sponsored webinars

The CPD team proposes a schedule that includes up to three sponsor opportunities to lead a webinar, in which the sponsor would provide the content and speakers, and AMOSSHE hosts. These webinars would be chargeable to the sponsor but free to members and presented as part of the CPD programme. Webinars would last for up to 90 minutes.

Autumn / winter CPD topics

These themes emerged from delegate feedback and sector discussions:

- Mental health
 - Complex cases
 - Trusted contacts
 - Links with residences / accommodation providers – connection with ASRA/UNIPOL
- Suicide Safer Uni framework
 - Prevention
 - Trusted contacts
 - Postvention etc
- Harassment and misconduct
 - Legal perspectives
 - Online harassment
 - Emerging trends
 - Harassment related to cultural differences / geo-political situations
 - England – OfS regulation
 - Scotland – EmilyTest charter
 - Staff student relationships
- International students
 - Accessing support
 - Complex cases, e.g. involving visas
 - Support in response to world events
 - Refugees / asylum seekers
- Edward Peck themes
 - Student Support redesign
 - Evidence base
 - Analytics
 - Boundaries / clarity of responsibilities
- Staff / team focus
- Communications

The CPD planning team suggesting this schedule:

- CPD1 webinar - free, sponsored (August / September) – possibly sponsored by JS Group
- CPD2 virtual half day (October / November) – mental health (complex cases, trusted contacts, links with residences / accommodation providers – connection with ASRA/UNIPOL)
- CPD3 in-person (November / December) – Harassment and misconduct (legal perspectives, online harassment, emerging trends, harassment related to cultural differences / geo-political situations, England – OfS regulation, Scotland - EmilyTest charter, staff-student relationships)
- CPD4 in-person Winter Conference - Harrogate? Bath? Hilton Wembley? (February) – Student Support Redesign, evidence base, analytics, boundaries / clarity of responsibilities

National Conference 2024 venue

National Conference 2024 venue decision sign-off – Crowne Plaza Glasgow.

For noting:

CPD progress

CPD4 – ‘AMOSSHE Winter Conference 2023: thriving under pressure’ took place on 24 February 2023. It was an in-person one day event in Bath. 149 total attendees, 120 paying registrants (95 budgeted), 29 free places. 26 corporate attendees. 10 sponsors (6 budgeted). Average overall delegate rating 4.38 out of 5 (1 = poor, 5 = excellent).

For executive discussion / approval

- To approve the publication of the CPD programme up to and including the Winter Conference only, to enable further flexibility of structure and topic agreement for the remaining CPD events.
- To approve the use of sponsored webinars as part of a revised sponsorship and CPD opportunity.
- To discuss and approve topics and leads for at least CPD 2 and CPD 3 (virtual half day and in-person events).
- To approve the venue for the 2024 National Conference.

AMOSSHE Annual General Meeting (AGM)

The AMOSSHE AGM will take place on the 18 May from 14:30 – 15:30 online and hosted by the Chairs of AMOSSHE.

As such the executive committee need to agree areas for presentation at the AGM, particularly in relation to anything that needs to be voted on.

Membership fees

Last year AMOSSHE agreed a 7% increase in AMOSSHE membership fees. This was to enable us to manage our increased expenditure on activities and bringing in our Senior Research and Policy Officer. We agreed that rather than increase this further we would assess the situation with the view of raising membership fees further in 2023-24.

As per the draft budget it would seem that we do need to raise membership fees to help enable us to carry on and enhance our level of activity, the following options have been presented below with a recommendation of a 4% increase given the pressure on institutions and the increases we have added elsewhere to CPD and National Conference costs in particular.

Member category	Current	2% increase	4% increase	7% increase	10% increase
Small and Specialist	£430	£439	£447	£460	£473
Tier 1	£650	£663	£676	£696	£715
Tier 2	£815	£831	£848	£872	£897
Tier 3	£975	£995	£1014	£1043	£1073
Less than 50% HE	£590	£602	£614	£631	£649
International	£490	£500	£510	£524	£539
Corporate	£1300	£1326	£1352	£1391	£1430
Non-profit	£750	£765	£780	£803	£825
Individual	£320	£326	£333	£342	£352
Student	£50	£51	£52	£54	£55
Additional	£90	£92	£94	£96	£99
TOTAL	£143,453	£146,322	£149,191	£153,495	£157,798

Other AGM considerations

At the 2019 AGM AMOSSHE presented the initial consultation and recommendation for the professionalisation framework. Now that we have an agreed way forward it would seem appropriate to provide an update to members on the future of our plans around the professionalisation project. We should seek to include this update as part of a strategy update to members which would also include the recruitment of our Senior Policy and Research Officer, the redevelopment of the website and resources area and our work on external development and stakeholder mapping.

For executive discussion / approval

- To approve a 4% increase to the membership fee and present this to the membership.
- To approve the inclusion of a strategic review in the presentation to the membership.

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Introduction

This paper covers some of the key policy areas affecting AMOSSHE members and provide context as to why the organisation should engage with each of them in turn. It is intended to be a living documents which can be updated when new policy and consultations are announced, new areas of concern arise, or if AMOSSHE's strategic priorities change.

The paper is split into three sections. It is broken down by nations with three sub headings: Westminster/England updates, Scotland updates and Wales updates.

England or UK wide updates

1.1. Office for Students (OfS) consultations- Statement of Expectations condition of registration.

The OfS has launched its [consultation on regulating harassment and sexual misconduct](#) in English Higher Education.

The consultation is open for 10 weeks and closes on 4 May 2023.

The key proposals include:

- A requirement for HEPs to provide a single accessible document covering all of their policies and actions on tackling sexual misconduct and harassment.
- A proposal for HEPs to demonstrate they have the capacity and the resources to comply with the condition.
- A proposal for HEPs to comply with the condition in a way that is consistent with freedom of speech principles.
- A proposal to ban NDAs , including NDAs agreed before the regulation comes into effect.

In addition to the consultation, the OfS is designing a prevalence survey which will be released to the same timetable. AMOSSHE is part of the expert advisory group overseeing the development of the pilot survey.

Update for the Executive:

- AMOSSHE are responding to the consultation.
- SB has published a blog on some of the key proposals in the consultation.
- AMOSSHE are putting together a working group that will meet twice to discuss the key proposals (March and April).
- AMOSSHE will run an event/webinar for all members in April to provide context and take questions.
- AMOSSHE has joined the OfS's prevalence survey expert advisory group. Updates on progress is being shared with the Executive after each meeting.

1.2 Cost of living – AMOSSHE response to the APPG Students cost of living inquiry.

AMOSSHE responded to the APPG Students inquiry into the impact of cost of living crisis on students. The response provided evidence of support offered by AMOSSHE members as well as ongoing funding challenges for HEPs. The response was promoted through AMOSSHE's newsletter and can be found [here](#).

1.3. Cost of living – working with sector partner

Rising prices are having a financial and emotional impact on students. According to recent research, [91% of students are worried about the rising cost of living](#). This is a major concern, especially when there is a correlation between mental health and financial insecurity.

Several sector organisations are working in this area. UUK are carrying out a campaign to engage with policymakers and government officials in reviewing long-term funding approaches for the HE sector. UUK has made a series of recommendations to the [UK government to improve its support for students](#).

Update for AMOSSHE Executive:

- Following the first policy development group meeting, it was advised that AMOSSHE focuses on influencing funding conversations affecting students.
- AMOSSHE is speaking to UUK about how our organisations could work together going forwards.
- SB has had preliminary conversations about shared approaches with sector bodies in the Home Nations.
- AMOSSHE submitted a response to the APPG Students cost of living inquiry.

1.4 Safeguarding and wellbeing- fitness to study/ fitness to practice

AMOSSHE is aware of member conversations about an increased usage of fitness to practice/study procedures. Several institutions have indicated that they are having to undergo repeat assessments with students.

Whilst OIAHE provide guidance on fitness to practice procedures, AMOSSHE has heard from members that Student Services have difficulty getting buy in from academic staff.

1.5 Safeguarding and wellbeing- apprenticeships and Ofsted regulation

There have been concerns about Ofsted's approach to inspecting apprenticeships provided by HEP's. Several members believe that Ofsted are conflating wellbeing and safeguarding, essentially bringing an FE lens to HEP provision.

We have heard from some members that Ofsted has asked for additional contextual information which goes beyond what they would expect for an inspection.

1.6 Student safety -Duty of care

Following several high-profile student deaths, a group of parents called for a new regulatory requirement for HEP's to provide a duty of care for their students. AMOSSHE's response to the petition can be found [here](#).

The LEARN Network believe that the sector is not moving quickly enough towards embedding good practice across institutions. John and Jill have met with the network and heard their views on what they believe needs to change in the sector.

The Westminster Government has responded to the petition outlining its opposition to introducing a duty of care. The LEARN network has responded to the government's statement on their petition, describing it as having 'further endangered university staff and students.'

They also argue that further mental health resources will not be sufficient in reducing student deaths because most victims are not known to student service.

AMOSSHE next steps:

- AMOSSHE to work with UUK to develop practical positions in response to the ongoing campaign from the Learn Network.

1.7 OfS– Consultation on regulating equality of opportunity – follow up

The OfS is putting improving equality of opportunity as one of its key areas for focus in 2023. The [OfS ran a consultation from 6 October to 10 November 2022 which proposed that HEP's access and participation plans focus on equality of opportunity](#). Universities and colleges will be expected to consider the OfS' new risk register when setting objectives for access and participation plans.

- The OfS is expected to publish a statement on the consultation findings in March.

- They are expecting to make decisions on the next steps of the new approach to access and participation plans in Spring 2023.
- The [OfS plans to ask a first group of 30 to 50 providers to submit new access and participation plans this summer](#). The new plans would take effect from the 2024-25 academic year onwards. The vast majority of the rest of HEPs would be expected to submit their new plans in Spring/Summer 2024, with the plans taking effect in the following academic year (2025/2026).

1.8 Freedom of Speech Bill- Banning the use of Non-disclosure agreements (NDA's) in sexual harassment cases.

In December 2022, the House of Lords adopted an amendment to the Freedom of Speech Bill which would ban [HEP's from adopting NDA's relating to misconduct or alleged misconduct by any individual](#).

The Government will be considering the Lord's Amendments this year and it is likely that this clause will be retained if/when the Bill becomes an Act of Parliament.

There are other movements in the sector on this issue. Just before Christmas, the Office for the Independent Adjudicator for Higher Education (OIAHE) updated their Good Practice Framework to advise that it does not consider it to be good practice for HEP's to recommend NDAs to students.

In the new OfS consultation on sexual misconduct and harassment, there is a proposal to ban the use of NDAs in relation to any cases involving students. This would include retrospective bans affecting NDAs signed before the regulation is introduced.

In Wales and Scotland, universities have already committed to not using NDAs.

Update for the AMOSSHE Executive:

- AMOSSHE is working with UUK to understand the implications of the Bill should it become an Act of Parliament.
- AMOSSHE has spoken with several members about their use of NDA's and potential issues that may arise as a result of the current Bill's wording.
- AMOSSHE has spoken to the DfE about the wording of the bill, outlining members concerns.

Why it matters:

- There is clear evidence that the Government does not think that voluntary action on NDA's is sufficient.

- Whilst the definition of misconduct in the Bill seems appropriate, there is not an exemption in the Bill for providers to use an NDA if a victim requests it.

What AMOSSHE is doing:

- AMOSSHE has spoken to members about practical examples of using NDAs to understand if there are any cases where they could be still needed.
- AMOSSHE has spoken to UUK about best approaches to DfE.
- AMOSSHE has contacted DfE with anonymised member concerns.

1.9 Renters Reform Bill

The Renters Reform Bill is expected to be [introduced in the current session of Parliament](#) which ends in May 2023. The Bill proposes to abolish Section 21 evictions (better known as no-fault evictions) and outlaw fixed term tenancies.

Why it matters:

- There are concerns that abolishing fixed term tenancies will lead to private sector landlords withdrawing from providing student accommodation.
- Whilst purpose-built student accommodation is given an exemption in the bill, this does not apply to other types of accommodation such as HMOs.
- AMOSSHE is still waiting for the Bill to be put before Parliament.

What AMOSSHE is doing:

- Working with sector friends such as UUK to understand the implications of the forthcoming Bill.

1.10 Disabled Student’s Commission -Disabled Student’s Commitment

The Disabled Student’s Commission will be publishing the Disabled Students Commitment later this month.

Whilst the Commitment does not include any statutory requirements, it calls upon a range of organisations including the Government, HEP’s , regulators, funders and agencies, to commit to creating more inclusive policies and practices for the benefit of disabled students.

Update for the Executive:

- The DSC will be launched on 27 March. AMOSSHE has requested an embargoed copy of the report ahead of the launch. We are expected to get clearance for this at least a week before the DSC goes live.

1.11 Partnerships with NHS services

The Student Support Champion is continuing to look at the benefits of the Manchester model as an example of good practice across the sector.

Edward Peck is working with AMOSSHE to understand the gaps in service provision and what conversations need to be had with specific NHS services.

Update for the Executive:

- AMOSSHE is working with Edward Peck to put out a survey.

1.12 UUK Drugs Taskforce

Chris and Rotimi are representing AMOSSHE at [UUK's Drugs Taskforce](#). The working group is aiming to establish a common approach to reducing harms from drug use. The group is also seeking to highlight national and international best practice and is looking at producing sector guidance which includes evidence-based recommendations focused on harm reduction.

1.13 Student safety- postvention approaches

UUK has released [its postvention guidance](#) for staff managing the aftermath of student deaths. It includes a series of resources, advice pieces and guidance ranging from developing a death response plan, to communicating with affected individuals, to putting in place emotional support for staff.

Edward Peck, the Student Support Champion, has urged the sector to embed the guidance into their policies and procedures. AMOSSHE home nations are carrying out their own launch events. HEPs are reviewing their own postvention frameworks following the publication of the guidance, alongside other UUK resources such as the trusted contacts guidance.

Update for the Executive:

- UUK are continuing to review the guidance. There is an opportunity for AMOSSHE to engage with UUK and suggest amendments on behalf of our members.
- AMOSSHE home nation groups are having their own postvention launches.

- Several AMOSSHE members have pointed out in gaps in the guidance e.g. HEPs will not be able to control social media narratives around student deaths in China.
- AMOSSHE will share member views with UUK about gaps in the guidance.

1.14 Student safety- Information sharing

Edward Peck will be publishing two pieces of guidance to inform HEP decisions around when to share information in the event of risks to students. The first piece covers accommodation and the second covers work with student unions. This will support their other areas of guidance on data sharing , including their trusted contacts guide.

Update for the Executive:

- AMOSSHE to keep up to date with developments and provide relevant updates.

1.15 Accommodation pressures – supply, demand and support for Student Services.

Several AMOSSHE members have reported that they are having difficulties with finding accommodation for students within their towns and cities. In several cases, we have heard that postgraduate students are arriving in the UK and bringing dependents with them.

Issues include:

- A lack of supply of purpose-built student accommodation.
- Planning restrictions within towns and cities.
- Private landlords sometimes withdrawing from providing accommodation to students.
- Student accommodation and private sector rented accommodation becoming increasingly expensive. This has been exacerbated by the cost-of-living crisis.
- A strong growth in student numbers, including for international students.

1.16 Student safety-Harry’s Law proposals

A group of parents have launched a petition calling for new regulations around the suicide of students, following the death of Harry Armstrong Evans, an undergraduate student at the University of Exeter.

‘Harry’s Law’ makes three key proposals which would lead to changes in the sector. The petition demands:

1. ‘Coroners to inform universities when the suicide of an enrolled student is registered
2. Universities to publish annually the suicide rate of enrolled students

3. New powers to place universities into 'special measures' where suicide rates exceed that of the national average.'

Update for the Executive:

- AMOSSHE to work with sector partners and the membership to develop a clear position and approach in response to this.
- AMOSSHE will also seek to understand the devolved contexts and feed this back to UUK. For instance, the Procurator Fiscal in Scotland does not publish causes of death unlike coroners in England.
- AMOSSHE will be feeding back information about the devolved contexts to UUK.

[2.Scotland](#)

2.1 Scotland- mental health- funding for mental health support

The Scottish Government is publishing a New Student Mental Health Plan which is expected to arrive in Spring. It is currently unclear if there will be any new funding commitments attached to the Plan.

In 2018, the Scottish Government established a four year funding commitment to support over 80 FTE mental health counsellor posts in Higher Education and Further Education. The funding for these positions is due to end at the end of this year.

During conversations with sector colleagues, it became evident that there is a lack of clarity around whether the Scottish Government will provide future funding for these roles. The Scottish Government is looking to find efficiencies and there is concern that HEPs may be expected to make up the shortfall in funding to support these positions.

Update for the executive:

- Universities Scotland expect that Scottish Govt will not provide further funding at the end of the four years. They anticipate that HEPs will be expected to fund support from the teaching grant.
- We are still awaiting publication of the Scottish Mental Health Action Plan . We are speaking to Universities Scotland, who believe it is unlikely the plan will have significant funding behind it.
- SB is in regular contact with Lauren Knight (Universities Scotland).

2.2 Scotland- cost of living support

The Scottish Government has announced that their [financial support available for undergraduate students will increase by £900 for the 2023/2024 financial year](#).

Students with the lowest household incomes will be eligible for up to £9000 per year.

Update for the Executive:

- AMOSSHE is speaking with Universities Scotland about how we can influence policy asks going forwards.

2.3 Scotland- Policy announcement: private rent increases are being capped.

Scottish Government has [approved a new cap on private rent increases](#). From **1 April 2023**, private landlords will only be able increase a tenants rent **by up to 3%** mid tenancy.

Alternatively, private landlords will be able to for rent increases of up to 6% to cover rising costs , but this will only be permissible in limited and defined circumstances.

The measures will remain in place until 30 September 2023, with the Scottish Government having the option to extend them for another six months if they believe it is necessary.

Why it matters:

- Living Rent have criticised Scottish Government, saying that any increase in rent will be unaffordable for students.

Update for the Executive:

- AMOSSHE has published a short briefing on the key changes in the members newsletter.

2.4 Scotland- Emily Test and tackling gender based violence (gbv).

Conversations have been developing in Scotland about the implementation of the Emily Test. The Scottish Government has endorsed the Test and members are coming under pressure to adopt its recommendations.

3. Wales

3.1 Wales – The establishment of the Commission for Tertiary Education (CETR).

HEFCW is being replaced by CETR. CETR will have a broader remit covering higher education, further education, adult education and apprenticeships. The Bill establishing the Commission become law in September 2022.

Why it matters:

- AMOSSHE members in Wales have strong relationships with HEFCW. There is an opportunity to build strong relationships with CETR at an early stage of its development.
- Several AMOSSHE members have expressed concerns that universities could get drawn into a safeguarding model designed for the FE sector.
- There has been anxiety about ongoing funding from HEFCW potentially being reviewed by CETR e.g., the annual wellbeing fund.

3.2 Wales - mental health funding

In January 2023, The Welsh Education Minister [announced £2.3 million of funding for university mental health and wellbeing services](#).

3.3 Wales – cost of living

Welsh students have received increased financial support from the Welsh Government. The Welsh Government are increasing their maintenance grants and loans by 9.4% from September 2023. This is significantly higher than the increase in England (2.8%).

Full time students will, on average, receive £11720, an increase of £1010.

Update for the Executive:

- AMOSSHE speaking to Universities Wales about funding asks and how we can work more closer together going forward.

Member representation document – January 2023



Name	Meeting name	Meeting organiser	Information / topics discussed	Any suggested actions for AMOSSHE
John Bloomfield	Scotland National meeting	AMOSHE	Topics for discussion were: Emily Test Charter mark, member updates on COVID measures, disciplinary panel training	Nothing at present
John Bloomfield	Mental Health in Higher Education (MHHE)	UUK	Meeting focussed on next stage of Student Space. Discussed the need for further funding for the sector post-pandemic but unlikely to get traction within DfE. Looking at how to manage NHS / Uni links for MH support moving forward	Nothing at present, understanding the development of student space and be ready to provide input into further support that can be offered
January 2023				
Catherine M McKeown	Stakeholders Operations Group	SLC	https://www.amoshe.org.uk/student-finance-sector-updates/13122468 https://www.amoshe.org.uk/student-finance-sector-updates/13087888	
Catherine M McKeown	SLC Vulnerable Students Stakeholder Group (VSSG)	SLC		
Ravteg Singh Dhese	UUK Drugs Policy Development Groups: Support	UUK	https://www.amoshe.org.uk/general-sector-updates/13106669	
Chris Warrington Ravteg Singh Dhese	UUK Drugs Policy Development Groups: Demand	UUK	https://www.amoshe.org.uk/general-sector-updates/13106673	
Ravteg Singh Dhese	UUK Code of Practice for the Management of Student Housing - Sector Advisory Group (UUK ACoP SAG)	UUK		
Emma Bales	ANUK National Codes of Standards for Large Student Developments Committee of Management (CoM)	Unipol		
Nic Streatfield John Bloomfield	Mental Health in Higher Education (MHHE) advisory group	UUK	Discussed learn network and the future of the group as it is considering being disbanded	
Ravteg Singh Dhese	IASAS Global Student Affairs Association Meeting	IASAS		
Helen McNeely	National Learning Collaborative meeting	UUK		
Sam Boyle Ravteg Singh Dhese	Prevalence Survey Expert Advisory Group	OfS	https://www.amoshe.org.uk/crime-sector-updates/13106671	

AMOSHE strategy resources platform timeline

Status:

RED: None or little progress made

AMBER: Starting to make progress but behind on original timelines

GREEN: Going well and making expected progress

BLUE: Not scheduled to begin yet



Status	Resource / input	Task	Category	Outcome	Impact / success measure	Deadlines
RED	SS EB RD JB BP	Complete the specification of requirements for the new platform, including how the platform should be structured and administered.	Planning	1		January 2023
GREEN	SS EB RD JB BP	<ul style="list-style-type: none"> Revise and add more detail to current specifications document 	Planning	1		January 2023
GREEN	SS EB RD JB BP	<ul style="list-style-type: none"> Include reporting tools for site usage 	Planning			January 2023
GREEN	SS EB RD JB BP	<ul style="list-style-type: none"> Check specifications main components with advisory group 	Planning	1		January 2023
GREEN		Identify a series of KPIs to determine the impact of the agreed changes to the resources platform for members.		1		January 2023
GREEN	JB	Implement an advisory group to help support the workstream leads in identifying and testing the new structure or resources platform.	Testing	1		Complete
GREEN	JB	<ul style="list-style-type: none"> Ask previous resources workstream members if they would be interested 	Testing	1		Complete
GREEN	N/A	<ul style="list-style-type: none"> If no, promote opportunity to membership 	Testing	1		Complete
GREEN	SS EB RD JB BP	<ul style="list-style-type: none"> Get sign off from Executive Committee on specifications 	Planning	1		January 2023

Status	Resource / input	Task	Category	Outcome	Impact / success measure	Deadlines
	SS EB RD JB BP	<ul style="list-style-type: none"> Consider EDI in the specification (accessibility and language) – ask for advice from AbilityNet 	Planning			17 February 2023 (meeting)
	SS EB RD JB BP	<ul style="list-style-type: none"> Review and agree timescales for project 	Planning			17 February 2023 (meeting)
	JB BP	<ul style="list-style-type: none"> Review specification for procurement 	Planning			27 February 2023
	JB BP	<ul style="list-style-type: none"> Begin procurement 	Planning			3 March 2023
	BP	<ul style="list-style-type: none"> Identify all the kinds of resources we have and their locations 	Planning			17 March 2023 (meeting)
	SS EB RD JB BP	<ul style="list-style-type: none"> Decide what information is public and what information is restricted to members only, what content external to WA needs to be included / archived 	Planning	1		17 March 2023 (meeting)
	SS EB RD JB BP	<ul style="list-style-type: none"> Include a mechanism for reviewing and updating existing content (when to archive / refresh) 	Planning			17 March 2023 (meeting)
	JB BP	Utilise requirements to identify a new resources structure or platform to enable improved resources availability and accessibility, which considers the future needs of the membership, and includes analysis and feedback tools for gathering data on usage and impact (find potential suppliers)	Procurement	1		6 April 2023
	JB BP	<ul style="list-style-type: none"> Identify a shortlist of potential platforms/options 	Procurement	1		14 April 2023 (meeting)
	JB BP	<ul style="list-style-type: none"> Evaluate each one against requirements, rate them and decide on preferred provider 	Procurement	1		28 April 2023
	JB BP	<ul style="list-style-type: none"> Review of suppliers by advisory group 	Procurement			5 May 2023
	SS EB RD JB BP	<ul style="list-style-type: none"> Agree the preferred supplier 	Procurement			12 May 2023 (meeting)

Status	Resource / input	Task	Category	Outcome	Impact / success measure	Deadlines
	JB BP	<ul style="list-style-type: none"> Create a presentation of recommendations for the Executive Committee 	Procurement	1		2 June 2023
	SS EB RD JB BP	Agree funding, timescales and implementation plan for deployment of the platform with the Executive committee	Procurement	1		9 June 2023 (Exec meeting)
		Hire support to build out and test new resources structure or platform	Project delivery	1		August 2023
		<ul style="list-style-type: none"> Identify the support needed in line with the implementation plan 		1		August 2023
		<ul style="list-style-type: none"> Hire in support needed and build out new platform within a timescale that is achievable with National Office oversight 		1		August 2023
		Work with the advisory group to test the new resources structure or platform		1		Autumn 2023
		<ul style="list-style-type: none"> Decide timescales and activities with advisory group 	Testing	1		2022/23
		<ul style="list-style-type: none"> Provide an online private link to enable advisory group members to browse the site 		1		Autumn 2023
		<ul style="list-style-type: none"> Devise a list of questions, test activities to see if the site achieves it's goals. If not, implement necessary changes and re-run the process. 		1		Autumn 2023
		Agree a plan to launch the new platform and decommission the old platform/resources structure		1		Autumn 2023
		<ul style="list-style-type: none"> Test site to ensure it is online and working correctly 		1		Autumn 2023

Status	Resource / input	Task	Category	Outcome	Impact / success measure	Deadlines
		<ul style="list-style-type: none"> Link into the comms strategy plan to manage and plan implementation/promotion to members 				Winter 2023
		Launch the new resources structure or platform.		1		January 2024
		<ul style="list-style-type: none"> Switch over to the active platform 		1		January 2024
		Promote the platform using the agreed launch strategy and create/identify resources to monitor to enable the membership to maximise use of its resources.		1		February 2024 (Winter Conference)
		<p>Evaluate the effectiveness of the new platform by analysing usage data and collecting member feedback to answer the following questions:</p> <ul style="list-style-type: none"> Are the resources on the new platform making a difference to members' work within their institutions? Are the resources that we have the right resources now they are more easily accessible to members? Are there any needs from the membership that we are not meeting or gaps where we lack resources that would better support the work of our members? Does the new platform effectively support the aims of AMOSSHE? 		1		National Conference 2024
		Revise the platform based on the evaluation results and create a process of monitoring and evaluation process for annual evaluation and improvement.		1		September 2024

The Resources workstream platform is making good progress against the timeline detailed above.

AMOSSHE strategy external development workstream

2022/23 plan



Outcomes

Here are the strategy outcomes that this workstream is working towards:

3b) AMOSSHE members have increased **opportunities to be represented throughout the sector and beyond.**

4) We have developed and nurtured strong, mutually beneficial collaborations with key influencers [including academics, sector bodies, policy makers, funders and government], based on our understanding of the key challenges and opportunities facing students and student services, to deliver impact on behalf of our members.

8) AMOSSHE mutually influences and learns from a **global network of student services leaders**, for the benefit of our students.

Status:

RED: None or little progress made

AMBER: Starting to make progress but behind on original timelines

GREEN: Going well and making expected progress

BLUE: Not started yet

Status	Resource / input	Task	Deliverable	Outcome	Impact / success measure	Priority (academic year)
GREEN	HH / JB / SL / CW / RA	Identify new opportunities for members, or Executive members to represent AMOSSHE throughout the sector.	Networking opportunities	3b		2022/23
GREEN		<ul style="list-style-type: none"> Develop a formal process for members to follow when representing AMOSSHE at meetings and events. 	Networking opportunities	3b		February 2023

Status	Resource / input	Task	Deliverable	Outcome	Impact / success measure	Priority (academic year)
		<ul style="list-style-type: none"> Decide how we want to promote the opportunity (evaluate people's ability?) and promote 	Promotion and Communication	3b		March-August 2023
		<ul style="list-style-type: none"> Create a database of people who can represent / speak on behalf of AMOSSHE at events and meetings 	Promotion and Communication	3b		February 2023
		<ul style="list-style-type: none"> Decide on a review process to see how effective and beneficial it is for members and AMOSSHE 	Evaluation, Monitoring and Success Framework			July 2023
		Create outcomes to identify impact of the process and opportunities	Evaluation, Monitoring and Success Framework	3b		November 2022
		<ul style="list-style-type: none"> Decide on future of the project based on the review. 	Evaluation, Monitoring and Success Framework	3b		2023/24
		Identify key relationships in line with AMOSSHE's strategy and member needs.	Implementation	4		March-August 2023
		<ul style="list-style-type: none"> Agree priority areas with the Executive Committee 	Implementation	4		March-August 2023
		<ul style="list-style-type: none"> Agree organisations/individuals to work with based on agreed priority areas 	Implementation	4		March-August 2023
		Agree what success looks like for these relationships and base conversations and activities to achieve these	Evaluation, Monitoring and Success Framework	4		November 2022

Status	Resource / input	Task	Deliverable	Outcome	Impact / success measure	Priority (academic year)
		<ul style="list-style-type: none"> Contact and meet with agreed organisations/individuals 	Promotion and Communication	4		2023/24
		<ul style="list-style-type: none"> Evaluate outcome of conversations in line with success measures 	Evaluation, Monitoring and Success Framework	4		2023/24
		Develop a process for review and amendment of the stakeholder mapping spreadsheet	Evaluation, Monitoring and Success Framework	4		February 2023
		Agree to streamline the stakeholder mapping spreadsheet	Evaluation, Monitoring and Success Framework	4		February 2023
		<ul style="list-style-type: none"> Decide on a renewed structure for the spreadsheet against agreed priorities moving forward 	Evaluation, Monitoring and Success Framework	4		February 2023
		<ul style="list-style-type: none"> Make changes to the spreadsheet 	Implementation	4		February 2023
		<ul style="list-style-type: none"> Review structure of the spreadsheet with the executive committee 	Evaluation, Monitoring and Success Framework	4		March 2023
		Identify a priority group of global partners to build reciprocal partnerships with that enables us to understand groups of students that have the greatest impact on the culture of our member universities	Implementation	8		March-August 2023

Status	Resource / input	Task	Deliverable	Outcome	Impact / success measure	Priority (academic year)
		<ul style="list-style-type: none"> Ask members to identify international student groups that provide the biggest challenge to an institution. This might be due to their culture and adapting to university life, the transition programme that they follow or those who find it harder to feel belonging to an institution 	Implementation			2023/24
		<ul style="list-style-type: none"> Identify organisations that represent the top 3 student groups and make contact 	Implementation			2023/24
		<ul style="list-style-type: none"> Agree what we are asking for from these organisations and what can provide in return 	Implementation			2023/24
		<ul style="list-style-type: none"> Review the agreed outcomes of conversations and present them to the executive for consideration / approval (if financial aid is involved or something that might carry a strategic risk to the organisation) 	Evaluation, Monitoring and Success Framework			2023/24
		Identify a priority group of global events/activities for AMOSSHE to engage with to provide new initiatives and learning for our members and therefore the connected student communities.	Evaluation, Monitoring and Success Framework			March-August 2023
		<ul style="list-style-type: none"> Agree 2/3 top events or conferences that we want to engage with 	Evaluation, Monitoring and Success Framework			March-August 2023

Status	Resource / input	Task	Deliverable	Outcome	Impact / success measure	Priority (academic year)
		<ul style="list-style-type: none"> Ask the international exchange team to discuss and agree a process for selecting members to attend these events and feed back to the wider membership 	Implementation			March-August 2023

AMOSSHE Executive Papers for noting

Professionalisation project

AMOSSHE Survey update

Standing item: EDI

Communications strategy update

Operations update

Professionalisation project update

The project team has made progress with collaborating with Advance HE and AUA on updates / refreshes to their existing professional development frameworks. AMOSSHE will have the opportunity to contribute to and review these. For AMOSSHE's professional development portal, the project team has developed a map of pathways and resources for different audiences and needs. The next step is to create a small working group that is representative of our different audiences to enhance and develop this map, and help us identify the resources that AMOSSHE will need to create for the initial launch of the portal. The timelines for the project align to the timelines for the development and launch of the resources platform.

AMOSSHE Survey update

We now have a full scheduled set of surveys for the year along with publish deadlines for each of them. The benchmarking team will continue to assess the results and structure of the surveys to ensure they are meeting the needs of members and AMOSSHE. The current survey is the student money survey. The full survey schedule is below with one more topic to be confirmed:

Kind of survey	Topic
Benchmarking	Careers / employability
Pulse	Residence / accommodation / student living
Benchmarking	Financial support / student funding
Pulse	Suicide / student death
Benchmarking	International student support
Benchmarking	Disability services
Benchmarking	Wellbeing / MH / counselling
Pulse	?

EDI update

As discussed at the executive meeting in January a group was created to evaluate the EDI policy and discuss some of the other areas that the policy would impact such as the disciplinary policy.

The group has met and agreed a number of actions for implementation including:

- Reviewing the relationship of the policy to the staff handbook
- Changing the EDI policy to ensure all audiences such as sponsors are included and other elements are clear
- How we direct included audiences to the policy such as staff, event attendees, sponsors etc
- How to manage infringements of the policy and our response process

This will be presented at the next executive meeting in June 2023.

Communications strategy update

We have agreed a consultant to work with us on our strategy and are in the process of finding a suitable date for AMOSSHE National office staff and some executive members to meet for a workshop for the development of the strategy. Our consultant will then work with the National Office to devise the policy and corresponding documents over the coming months, current estimates would mean a completion in June.

Operations update

Membership update:

Membership level	January 2023	March 2023
Small and specialist	39	39
Tier 1 organisation	36	36
Tier 2 organisation	58	58
Tier 3 organisation	38	38
Additional member	388	399
International organisation	9	8
International additional member	21	17
Less than 50% HE organisation	0	0
Corporate organisation	3	3
Corporate additional member	10	10
Individual member	5	5
Non-profit organisation	3	3
Non-profit additional member	1	1
Student member	1	1
Total organisations	186	185
Total members	867	871

This organisation has left the membership:

- Technological University Dublin (International)

GDPR update:

Wild Apricot has four settings for members to control email contact. Here are the named members who have unsubscribed, using one of more of the settings:

- 29 members have ticked not to receive AMOSSHE updates about news and events (including the AMOSSHE newsletter).
- 4 members have disabled receiving any emails through Wild Apricot.
- 13 members have unsubscribed from Wild Apricot mailings (newsletters, event announcements).
- 8 members have unsubscribed from Wild Apricot event announcements.

Wild Apricot has two settings for members to control whether they share their details with other members for networking purposes. Here are the named members who have unsubscribed, using one of more of the settings:

- 68 members have ticked not to share their details with other members for networking purposes (including Jiscmail and the online lists).
- 1 member has ticked not to share their profile details in online lists.

89 members in total have used one or more of these settings to unsubscribe.

Financial management report:

AMOSSHE elections timeline and AGM:

The AMOSSHE election period is underway, the timelines are listed below:

- Deadline for nominations: Thursday 23 March
- Voting opens: Thursday 30 March
- Voting closes: Thursday 11 May
- Announcement at the AGM: Thursday 18 May

**Directors Finance
Summary
February 2023 - revised
budget included**

Code	Income	Year to date			Budget Full Year	% of full year budget achieved TD*	Notes
		Actual	Budget	Variance			
200	Conference	£1,674.00	£0.00	£1,674.00	£130,563.00	1	Ahead on budget for Winter Conference and majority of organisations signed up for National Conference Much bigger than anticipated VAT bill for last quarter - £33,494, Full year budget is money for Belfast grant and TASO project (£9k TASO and £7k Belfast subvention)
300	CPD	£59,851.50	£56,899.00	£2,952.50	£67,186.50	89	
	Sponsorship	£75,461.16	£47,269.00	£28,192.16	£94,400.56	80	
	Membership	£134,583.58	£129,605.64	£4,977.94	£129,605.64	104	
	Other income	£0.00	£0.00	£0.00	£16,500.00	100	
	TOTAL income	£271,570.24	£233,773.64	£37,796.60	£438,255.70	62	
	Expenditure						
10	Central	£99,286.62	£100,239.00	£952.38	£174,516.70	57	Website, rent and accountancy costs are all coming out next month but have been profiled into this month Deposit for the venue has been paid ahead of schedule Not paid all venue costs as yet Venue hire for residential has been allocated to the previous year, cannot be reversed so budget will be revised accordingly in February
200	Conference	£71,671.70	£69,741.00	(£1,930.70)	£180,784.52	40	
300	CPD	£48,938.62	£46,918.00	(£2,020.62)	£71,178.95	69	
	Executive	£3,295.52	£3,065.00	(£230.52)	£6,135.00	54	
20	Futures	£0.00	£0.00	£0.00	£0.00	0	
400	Insight	£0.00	£0.00	£0.00	£0.00	0	
500	Membership	£0.00	£0.00	£0.00	£0.00	0	
100	TOTAL expenditure	£223,192.46	£219,963.00	(£3,229.46)	£432,615.17	52	
	TOTAL Surplus / Deficit	£48,377.78	£13,810.64	£34,567.14	£5,640.53		

TOTAL Cash position	Main account	£62,850.73
18/03/2023	Savings account	£272,187.01
	TOTAL	£335,037.74

Notes on reading the management report

- * The full year budget percentage relates to how much income / expenditure has been raised and spent against our budgeted expectations for the year to date
- The year to date figure only is shown as the monthly figures can vary against budget
- Area specific expenditure is shown against those areas that are of interest to the executive
- Figures in red are negative figures
- Any additional information is supplied on the corresponding executive paper