Scrutiny Session Report

Name: Kaeda Hipkiss
Position: President
Date: 04/11/2026

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Objectives Update

Transport Objective	Key result	Progress	Status Completed Working on it Not started
Every student has an affordable and safe commuting experience	10% increase in students feeling safe during their commute to university	As officer lead for the Union Safety Project, I have focused on improving student safety both on and around campus. This has included organising a student safety campaign to address poor lighting in and around Markeaton Park, with a focus group and safety walk planned alongside MP Catherine Atkinson. I have also worked with the University transport team to explore safety initiatives on the Unibus network, including driver training, support information materials, and greater Union involvement in future bus service tendering processes. I represent students on Derby City Council's Purple Flag Group, ensuring that student perspectives are considered in discussions around the city's safety and night-time economy, while also providing a link between the group and the wider student community.	Working on it
	15% increase in students reporting that their commute is affordable	We are awaiting further data from a survey which we are sharing from the 14th of December. This survey will also be supporting the Union Safety Project. We had planned to release the survey sooner, but we have delayed this survey due to Derby City Council's current survey for their Purple Flag group, so in order to make sure that both surveys receive ample promotion and space to be completed by students ours is delayed to mid-November/December.	Not started
	10% reduction in students reporting commuting as a barrier to engaging in student life	Have been engaging with NUS on their wider UK transport campaign, which is in its earlier stages, and we will look for opportunities to link these campaigns and utilise NUS to increase our voice as our campaign occurs.	Not started

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Finance Objective	Key result	Progress	Status Completed Working on it Not started
Students have equitable access to resources to succeed at university	25% increase in students accessing financial advice, the community pantry and the clothing swap	Due to issues with capacity, I have been unable to begin work on this result as of yet .	**Not started**
	There is a 10% increase in students from other campuses* accessing financial advice, the community pantry and the clothing swap		**Not started**
	70% of students tell us “Finance is not a barrier to my student experience"	To support this objective, I have continued to contribute to the Don’t Freeze Our Futures campaign and collaborate with officers from Students’ Unions across the country. Through my involvement in the Lead and Change Conference, I took part in discussions focused on the changes students want to see and how we can effectively influence decision-makers, sharing ideas and best practice from our respective unions. I also attended a national campaign planning day where we reviewed the progress of the Don’t Freeze Our Futures campaign, explored future priorities, and discussed ways to raise public and political awareness of the issues facing students. This led to a coordinated demonstration outside Parliament, helping to maintain pressure on the Government to address student finance concerns. Alongside this work, I am seeking opportunities to amplify student voices through the media and am currently working to connect students with a journalist from *The Guardian* to share their experiences of student finance and the cost of being a student today.	**Working on it**

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	Implement 3 initiatives aimed at reducing the financial burden of study	I have had preliminary discussions with the Head of School of Humanities, Law and Creative Arts about possible initiatives we could run; we need to schedule a formal meeting next so we can decide on the best course of action and create a plan.	Working on it

*= Excluding Kedleston Road

Employability Objective	Key result	Progress	Status Completed Working on it Not started
Students have the skills, awareness and confidence to pursue their next steps	Student leaders receive formal recognition for their role in the Union from the University **	I have began researching how this works at other institutions which do this such as Leeds Union, and learning how their processes work. Next this will be formalised into a written format. In line with this I have had discussions with the Provost - Learning and Teaching who is on board with the idea and has invited me to join a working group for discussion placements in order to help take these discussions further while embedding them and any changes with them into the university system.	Working on it
	80% students tell us "I am confident in my next steps towards my chosen career"	This particular KPI is being overseen by another Officer	
	90% of students feel more able to articulate themselves when applying for roles	This particular KPI is being overseen by another Officer	
	Secure 30 more employment opportunities reserved for students annually	This particular KPI is being overseen by another Officer	

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**= Excluding the HEAR

Mental Health & Stress Objective	Key result	Progress	Status Completed Working on it Not started
Students have equitable access to mental health and wellbeing support no matter where they study	25% increase in students accessing wellbeing signposting or support from the University	In line with and overlapping with our Presence objective, we intend to, during our events at various campuses, apply active listening skills and signpost students to the different services available both in the University and in the wider community. To do this, there is a Linktree we will be utilising at various events to support this signposting. Also supporting this, the events we run will provide students the opportunity to have a break from their studies in the place of study to engage with different activities, which will allow us to promote a greater work-life balance.	Working on it
	Access to mental health & wellbeing signposting or support from the Union and University is proportionate to students' campus of study within 5%		Working on it
	600 students engage in Union-organised mental health and wellbeing initiatives		Working on it

Redundancies Objective	Key result	Progress	Status Completed Working on it Not started
Students affected by redundancies receive the experience they were sold	Launch a student consumer protection rights tool kit	I have begun compiling a list of key documents, policies, and legislation that it would be beneficial for students to understand. Examples include: • The Student Protection Plan • OfS Conditions of Registration • Student Consumer Rights The next step is to review these documents, identify additional documents to consider, and identify	Working on it

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		any areas that may require further explanation or simplification to improve student understanding and accessibility.	
	Achieve an 80% satisfaction rate among students on impacted courses regarding their academic experience	This Key Result is reliant on the creation of the Toolkit and sharing of the Toolkit and as such has not been started yet.	**Not started**

Presence Objective	**Key result**	**Progress**	**Status** **Completed** **Working on it** **Not started**
Ensuring all students have access to the Union no matter their location	Community memberships of students from other campuses* increase by 5%	I have supported Nduka with idea generation and discussions on how the Community Passport will work in practice, including which events contribute to it and what incentives can be used to encourage students to engage with the initiative. Also, during interactive sessions at other campuses, I am planning to promote our various community groups to students and, at Chesterfield in particular, encourage and support them in the process of potentially establishing communities there.	
	Once a month officers run an interactive session at MS, BM, CAV, OFG, Chesterfield, and online	I have taken on responsibility for planning our monthly sessions at Chesterfield and OFGS; currently, I am in the process of planning the activities, dates and times.	
	70% of online students feel connected & part of a community	This particular KPI is being overseen by another Officer	

*= Excluding Kedleston Road

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Additional Meetings/Priorities

Other	Progress Update
Trustee Board (Union Meeting)	I read the papers and attended the Trustee Board, where we considered and discussed them. The Officer Team also presented our objectives and some of our plans for the year.
Governing Council (Union Meeting)	As part of my role, I am a student governor for the University; as part of my responsibilities, I attend the Governing Council, the University's highest Governing body. For this meeting, I write a paper, read all of the papers for the meeting and the appendix if needed, and then I attend the main meeting, a seminar and a networking lunch. Also, prior to the meeting, I had pre-meetings with the Union CEO, one of the Staff Governors, and the Chair of the Governing Council to help me prepare.
Officer Induction	This took up much of the first two months of the beginning of my term and some of the things we did as apart of the induction are: • Meeting all the teams. • Trustee Training • WONKHE Training • Dows Training • Community Organiser Training • Marketing Content Creation Sessions • Objective and Key Result Creation • Anti-Semitism Training • Lead and Change (3 day training conference) • Meeting University Staff Members
Graduations (Full Days)	As an Officer, I work Graduations and represent the Union of Students as a member of the stage party.
Disability Team Inductions for New Students (Session)	I supported and ran sessions informing new students with disabilities about the Union and what we do before they enrol at the University, to support their transition into university.
Membership Awayday (Half-day)	During this, the Officer Team attended workshops with the wider membership team and contributed to the Union's strategic planning as we rounded off the previous academic year and moved into the next.
Executive (Meeting)	As an Officer Team, with support from our Head of Membership and Student Voice and Insight Manager, we decided what our Executive meetings would look like this year, and we held our first meeting, where we formally agreed on the structure.
Clearing (Full Day)	To support relationships with the University, the Officer Team worked on the phone lines on the first day of clearing, congratulating offer holders on their results and checking if they had any questions about the University.

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Freshers (Project Team and Running Events)	I have been the officer team lead for freshers, ensuring that the officer team engages in the project and supporting the strategic planning of freshers, in addition to being in charge of one of the event categories, in which I had to organise staff and myself to create, plan and run a variety of events. I led the settle-in category with 19 events. I organised 9 events and ran 15 events.
Dinner with University Executive Board	To support relationships and informally introduce key university stakeholders to our focus for the year, the Officer Team, Union CEO and some members of the University Executive Board went out for a meal together.
University Estates Master Plan (Working Groups and Sub-Groups)	Read the papers and attended Estates Master Plan meetings, representing students' interests in discussions regarding the long-term development of the University's estate, facilities, and campus environment. For some of the subgroups, more consideration and focus is dedicated to specific details, which may require me to consider papers and send further feedback between meetings.
Officer Team and Governance Budget Management	As part of my role, I am the budget holder for the Officer Team budget, and I help to manage the Governance budget for the Union, as I have a decent idea of the amount spent by the officer team on transport and other expenses.
Transgender Day of Rememberance (Planning)	I have been working with the University Chaplaincy Team, a student and the LGBTQIA+ Community to plan Transgender Day of Remembrance.
Community Organising Project	I am the office lead for the community organising project so I attend the project meetings and complete actions outside of the meetings.
Student Safety Project	I am the office lead for the safety project so I attend the project meetings and complete actions outside of the meetings, I have dedicated a particular focus to this project due to how it supports our Transport priority.
Student Leader Sessions	Where my availability allows I have been attending any sessions that we as a Union have been hosting, in order to ensure that students recognise me and feel able to come and discuss any issues with me, I have following these had useful chats with some of the students involved about different issues., I have been attending any sessions that we as a Union have been hosting, in order to ensure that students recognise me and feel able to come and discuss any issues with me. I have
Learning and Teaching Committee (University Meeting)	I do not normally attend this meeting but I attended to cover for staff absence. For this occasion, I read the papers and attended the Learning and Teaching Committee (LTC), where matters relating to the University's academic provision, learning and teaching strategy, and associated policies were considered and discussed.
People Performance and Resources Committee (University Meeting)	I read the papers and attended the People, Performance and Resources Committee, where matters relating to the University's workforce, organisational performance, and resource planning were considered and discussed. I also attended a premeeting with the chair of the committee to help me understand and follow the meeting.

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Regulatory Framework Committee (University Meeting)	I attended Regulatory Framework Committee, which ensures that the Universities Regulatory Framework for programmes of study realise the strategic objectives in learning, teaching and assessment.
Academic Development and Quality Committee (University Meeting)	I do not normally attend this meeting,, but I attended to cover for staff absence. On this occasion, I read the papers and attended the Academic Development and Quality Committee (ADQC), where the quality and standards of the University's academic provision were considered, alongside matters relating to academic regulations, programme development, and quality assurance.
Purple Flag Working Group (Derby City Council Meeting)	I read the papers and attended the City Council Purple Flag Working Group, where stakeholders discussed initiatives to enhance safety, inclusivity, and the overall experience of the city centre during the evening and night-time economy.
University Court (University Meeting)	I attended University Court, where stakeholders from across the University community received updates on the institution's activities, performance, and strategic direction, and had the opportunity to discuss matters of importance to the University.
All Student Meeting (Union Meeting)	I co-chaired the All-Student Meeting, where we discussed proposals. The meeting provided an opportunity for students to raise issues, contribute to decision-making, and help decide on the future of proposals brought to the meeting. It also gave us, as a Union, an opportunity to tell our membership more about us.
Student Voice Committee (University Meeting)	I am the co-chair of this meeting; prior to the meeting I met with my co-chair to discuss the items for discussion and who would chair what. I read the papers and attended the meeting. In addition, the Officer Team delivered a presentation to attendees outlining the officer priorities for the year and our plans.
Audit and Risk Committee (Union Meeting)	A sub-committee of our Trustee Board which is dedicated to monitoring the risk the Union is taking on as an organisation and ensuring appropriate controls are provided to mitigate risks.
Turnitin Discussions with University	Following concerns raised across the sector about proposed changes to Turnitin's EULA, my team and I met with university staff to understand their role in the situation and the university's stance.
Access To Work	I am in receipt of Access to Work, and as part of this I complete workplace coaching on a fortnightly basis, and I have had to spend time installing the supporting software I have been given and creating accounts for them.
Safeguarding Committee (University Meeting)	I read the papers and attended the Safeguarding Committee, where matters relating to the safety, wellbeing, and protection of students and staff were considered and discussed.
East Midlands Students Partnership	A concrete name has not been decided, but I have been in conversations with the Union Presidents from Nottingham Trent Students Union and the University of Nottingham Students Union about how we can best work together to advocate for all of our students within the East Midlands Combined County Authority, which is increasingly important that we have the ability to do because central Government is currently having a big push on Devolution (moving power from central government to local government).

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Academic Board (University Meeting)	Help create the paper, read papers for meeting and attend meeting although on this occasion I was ill and unable to attend the meeting myself, but I did manage to send my apologies to the meeting along with any comments or questions I had relating to discussions in the meeting.
Midlands CEO and Officers Meeting	Student Union CEOs and Officer teams from across the Midlands met to share their students' priorities this year, how they plan to support them, and to share best practice and ideas with one another. We also discussed the future of NUS and what we want from them as Midlands Unions as NUS are currently in a period of turnaround (changing for the better), and then we met with the NUS England President and the Deputy Chief Executive Officer to share this.
Remuneration Committee (University Meeting)	I read the papers and attended the Remuneration Committee, where members considered and discussed matters relating to senior staff remuneration, reward, and employment terms.
Nominations Committee (University Meeting)	I read the papers and attended the Nominations Committee, where members considered and discussed matters relating to governance, committee membership, and appointments to key roles.

Key Results Update

Current standing of key results compared to the goal (To be completed by HOM/SLT in conjunction with Executive Officer)

Key Result	Current / Goal
100% of students who commute feel safe on their journey to university	/100%
90% students tell us their commute is affordable	/90%
10% reduction in students reporting commuting as a barrier to engaging in student life	/10%
25% increase in students accessing financial support from the Union	/25%
70% of students tell us “Finance is not a barrier"	/70%
100% course costs are clearly marketed to new students	/100%
Implement 3 initiatives targeted at reducing course costs	/3
Access to financial support from the Union and University is representative of the student body, within 5%	/5%
Student leaders receive module credits for their role in the Union	
80% students tell us “I am confident in my next steps towards my chosen career”	/80%
90% of students feel more able to articulate themselves when applying for roles	/90%
Secure 30 more employment opportunities reserved for students annually	/30
25% increase in students accessing wellbeing support from the University	/25%

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Access to mental health & wellbeing support from the Union and University is representative of where students' study, within 5%	/5%
600 students engage in Union organised mental health and wellbeing initiatives	/600
Launch a student consumer protection rights tool kit	
100 students utilise the student consumer protection rights tool kit	/100
80% of students on impacted courses say that compared to last year their academic experience and support has improved	/80%
5% increase in students from affected courses, accessing advice	/5%
Community memberships are representative of where students' study, within 5%	/5%
Once a month officers run an interactive session at KR, MS, BM, CAV, OFG, Chesterfield, and online	
70% of online students feel connected & part of a community	/70%

Performance Review

Work ethic related to Officers' Job Description (to be completed by Officers' link mentor):

A link mentor is a member of Union staff who is supporting the Executive Officer within their role. The link mentor will be someone who works closely in the same area of representation e.g., the link mentor for VP Welfare would be the manager of the Advice Team and the link mentor for the Union President would be the Union CEO.

Link mentors can grade each area as:

1. Unsatisfactory.
2. Area for development.
3. Meets expectations.
4. Exceeds expectations.

Area	Grade
Has demonstrated living the Union's values of 'better together', 'caring for each other', 'sharing success', 'positive'.	4
Has worked within relevant legislation as well as structures, policies and procedures.	4
Has worked co-operatively with other Union staff and Officers, as well as relevant external organisations.	3
Has adhered to the highest standards, especially in the delivery of service and safety.	3
Has sought to continually develop and improve Union facilities and services.	3
Has kept up-to-date with sector developments, local competition and student's views/needs, where necessary undertaking market research to generate such information.	3
Has undertaken necessary training and attended all meetings as requested.	3
Has promoted a positive and professional image of the Union of Students to its members, customers, stakeholders and other external people.	3
Has positively contributed to the organisations ethical & environmental ethos.	3

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Has performed any other additional reasonable duties as deemed appropriate.	3

Any additional comments from Officers' link mentor:

Kaeda consistently demonstrates a strong commitment to ensuring that student experiences and support needs remain at the forefront of their work. They engage well in meetings (Union and University), contribute thoughtfully to discussions and are confident in constructively challenging the University the University ensuring that student perspectives are considered in decision-making. They have also played an essential role in organising the Markeaton park walk element of our Student Safety Project, helping to bring students together to highlight concerns around personal safety and commuting, with the aim of making the journey home safer for students. I look forward to seeing and supporting the work they do towards their KPI's.

Any additional comments from Officer on their work ethic:

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