

Management Group Restructure Focus Group Report

Present

- DPCS (James Cox)
- ACC Chair (Ellie Winstanley)
- RCC Chair (Dominic Price)
- ICSMSU VPCS (Tom Bacarese-Hamilton)
- CGCU Chair (Milia Hasbani)
- CGCU VPFS (Andrew Gallardo)
- RCSU Chair (Lloyd James)
- Student Activities Manager (James Lindsay)
- Student Activities Administrator (Laura Regan)

Phase 1: Identify Issue

Method: Affinity maps were used to identify overarching themes.

Clarification between CU/MG

CU	CU/MG	MG
Provide community/identity	Represent clubs at CSPB/Union Council	Exclusively run clubs
Run freshers' events	Assist with club management	Hold face-to-face agms
Uphold heritage/traditions	Assist with club budgeting	
Careers advice/signposting	Have financial scrutiny over clubs' finances	
Represent wider student body (automatically a part of)	Provide emergency support for clubs	
Alumni Connection	Forum for similar clubs	
Academic Representation	Approve club expenditure	
Welfare support/signposting		
Variety of club activity		
Promote broader appreciation of faculties/science		

Clarification of issues surrounding management groups

1. Lack of identity from students
2. Lack of defined power/authority over clubs
3. Discrepancy in number of clubs/workload
4. Mismatch of club groupings
5. Different levels of knowledge/training of MG Exec
6. Lack of defined signposting for issues/club engagement discrepancy
7. MG can be opaque to higher governance levels
8. Lack of support for specific areas within MGs (i.e. martial arts specific help in ACC)
9. Different levels of MG engagement from MG Execs and union
10. No defined way to share best practice across MGs from club level
11. Lack of MG responsibility
12. Lack of direct support for welfare-remit clubs
13. Poor handovers
14. New niche clubs leading to increased workload
15. Same democratic power for MGs of different size
16. Competitive nature of budgeting

The group then did a “quickfire” solutions round for each problem

1. Lack of identity from students
 - a. Jack – coherent branding for each MG
 - b. Tom – Mg events
 - c. CGCU C&S – MG have to make sense with groupings
 - d. Lloyd – names other than acronyms
 - e. Ellie – website for MGs through ICU
 - f. RCC – freshers fair stalls and branding
2. Lack of defined power/authority over clubs
 - a. Tom – paper, how a club should behave and MG control it (taking to CSPB)
 - b. Jack – coherent and easily publically available MG standing orders
3. Discrepancy in number/workload
 - a. Jack – reshuffle/restructure
 - b. DPCS – logical groupings
 - c. CGCU Chair – introducing new roles, exec proportional to number in MG
4. Mismatch of groupings
 - a. Reshuffle – but can't put clubs where they don't want to be
 - b. Ellie – act as a recommendation
5. Different levels of knowledge/training of MG Exec
 - a. DPCS – Provide coherent training to every MG Chair BEFORE August 1st when everyone is keen
 - b. Documentation in training – concise and coherent
 - c. Signposting and understanding the union as a whole
6. Lack of defined signposting for issues/club engagement discrepancy
 - a. Tom – solved through identity and power
 - b. Ellie – training on how to run a meeting, make more engaging (Jack Management training)

- c. James – union need to better include you with discussions with clubs
 - d. Chairs don't communicate with all club officers??
- 7. MG can be opaque at higher governance levels
 - a. DPCS – quick access to what happens at CSPB, quick updates.
 - b. Report to clubs and they have to report to you to
 - c. Tom – clubs don't understand what is happening at CSPB
- 8. Lack of support for specific areas within MGs
 - a. DPCS – logical groupings
 - b. Lloyd – user groups for specific activities, how would this fit into logical groupings? Jack – sees as out of MG system if it crosses the boundary
 - c. DPCS – signposting structure
- 9. Different level of MG engagement and committee chairs with union
 - a. Ellie – elections marketed more, much more engaged if you have to fight for position
 - b. DPCS – compulsory training
- 10. No defined way to share best practice at club level
 - a. User groups outside of governance structure
 - b. Jack - Grouping inside structure, logical groupings
- 11. Lack of MG responsibility
 - a. DPCS –allow MGs to update committee lists
 - b. James – need to look at what responsibility is and then make changes
- 12. Lack of direct support for welfare remit clubs
 - a. Lloyd – user groups, welfare fund for groups to apply to
 - b. DPCS – have already, CWP?
 - c. Better communicating funding that is available and how to access that
- 13. Poor handovers
 - a. DPCS – mitigate with good training
 - b. Lloyd – archive handovers on eActivities, online pack and useful for clubs
 - c. DPCS – bespoke JDs to help students articulate their skills and responsibilities
 - d. Tom – put some responsibility on outgoing chair, no certificate if you haven't done x, y, z...
 - e. Ellie – archiving emails in folders year on year
 - f. DPCS – central googledrive of knowledge/central source of support
- 14. New niche clubs leading to increased workload
 - a. Tom – reaccess NAC especially with regards to CSPB pot
 - b. Lloyd – subcommittees of already existing clubs rather than creating new clubs?
 - c. Tom – only how far we can make a club do, can't force them to merge
 - d. DPCS – take to CSPB
- 15. Same power for different sized MGs
 - a. James – restructure should take that into account
 - b. CGCU – groupings done correctly means they are fairly represented to have 1 vote per interest group. Potential to give each subcommittee a vote
- 16. Competitive nature of budgeting
 - a. DPCS – is this not always the case?
 - b. Ellie – if you aren't engaged you won't represent your club

- c. James – more money OR you take decision down to a small group of people so there is no favouritism (sabbs and staff member?)
- d. DPCS – MGs have knowledge of groups so know where the money should be going/is needed
- e. DPCS – increase money
- f. Tom – go back and give MGs to have money to give to clubs (too much responsibility)
- g. If MGs given proper power and responsibility they will look after overall benefit and who needs it
- h. James – mix it up so other MGs look after other MGs clubs.... Why you need the money is to inform the decision
- i. Ellie – should be able to inform people on why they need the money, in person you can express better but sat and fighting corners isn't helpful either

Branding

1. Lack of identity from students
6. Lack of defined signposting/club engagement discrepancy

Training

5. Different levels of knowledge/training
7. MG can be opaque at higher governance
9. Different level of MG engagement and committee chairs with union
13. Poor handovers
16. Competitive nature of budgeting

Restructuring

3. Discrepancy in number/workload
4. Mismatch of club groupings
8. Lack of support for specific areas within MGs (i.e. martial arts specific help in ACC)
10. No defined way to share best practice at club level
14. New niche clubs leading to increased workload
15. Same power for different sized MGs

Empowering

2. Lack of defined power/authority
11. Lack of MG responsibility
12. Lack of direct support for welfare remit clubs

Branding

- Create coherent branding for each Management Group
- Create website as central digital point of contact
- Ensure availability of freshers' fair stalls for MGs
- Create sign-posting for club issues to elevate through governance structure

Training

- Develop effective training for MG Execs prior to August 1st to fully understand:
 - the union
 - eactivities
 - the governance structure (communicating up and down)
 - scrutinising finances and risk assessment

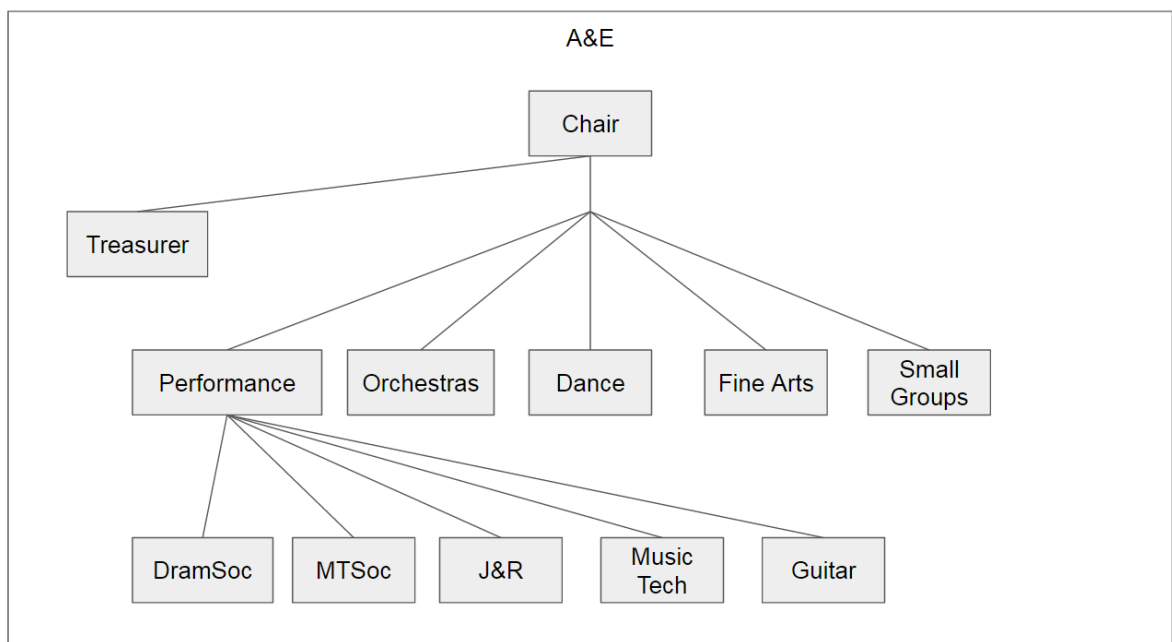
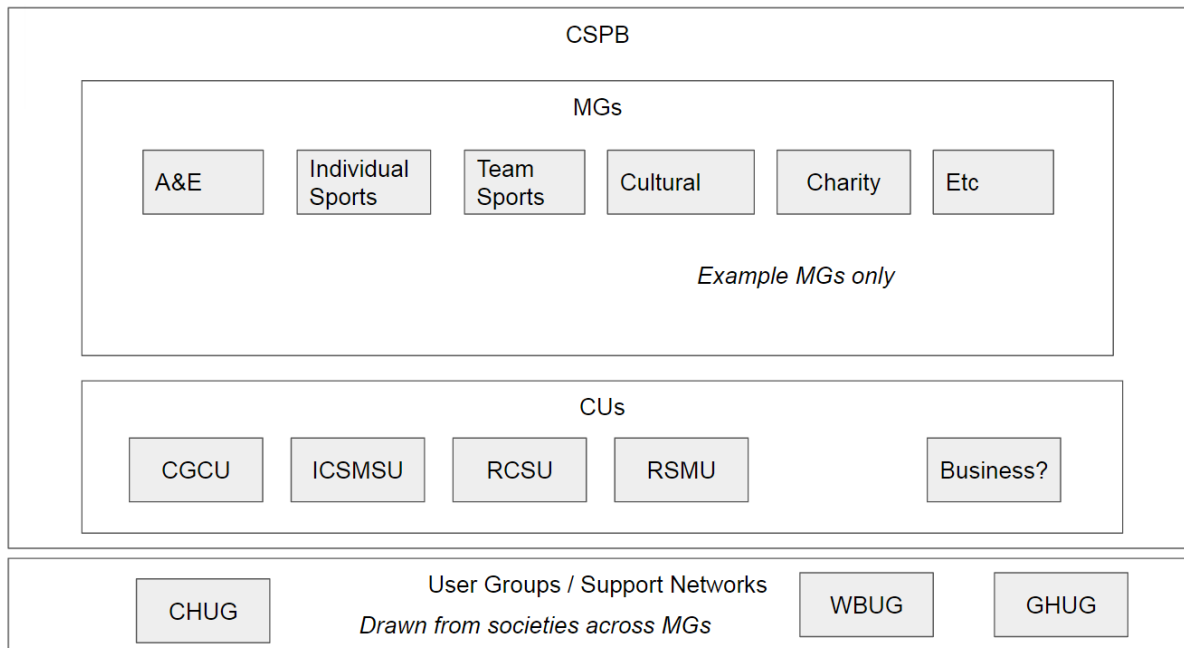
Restructuring

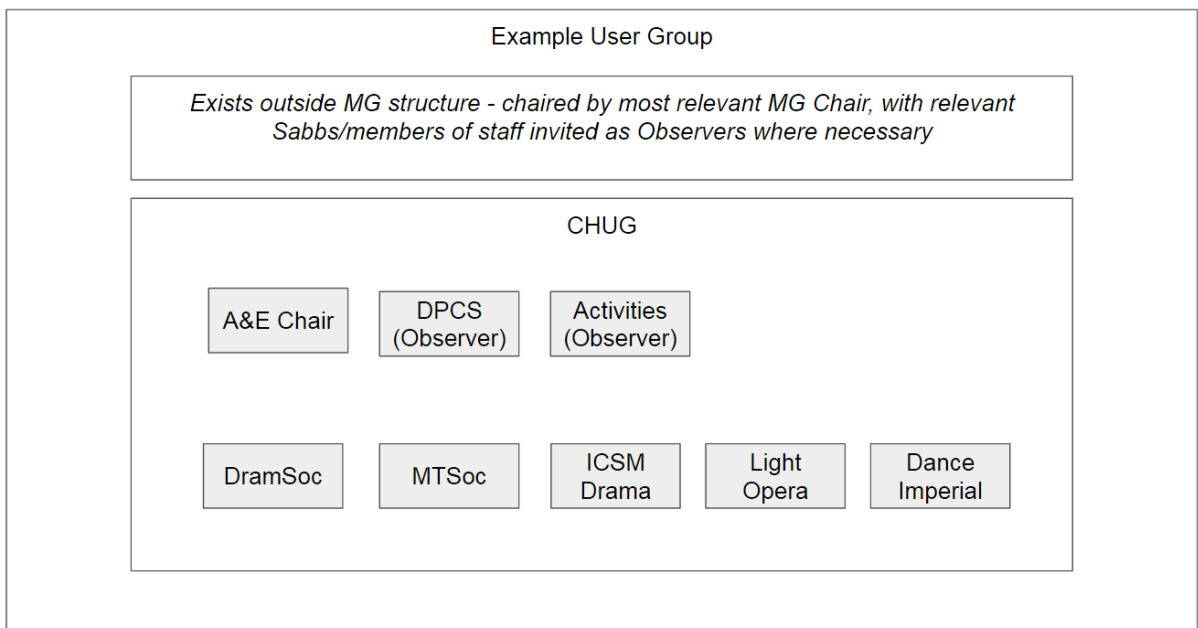
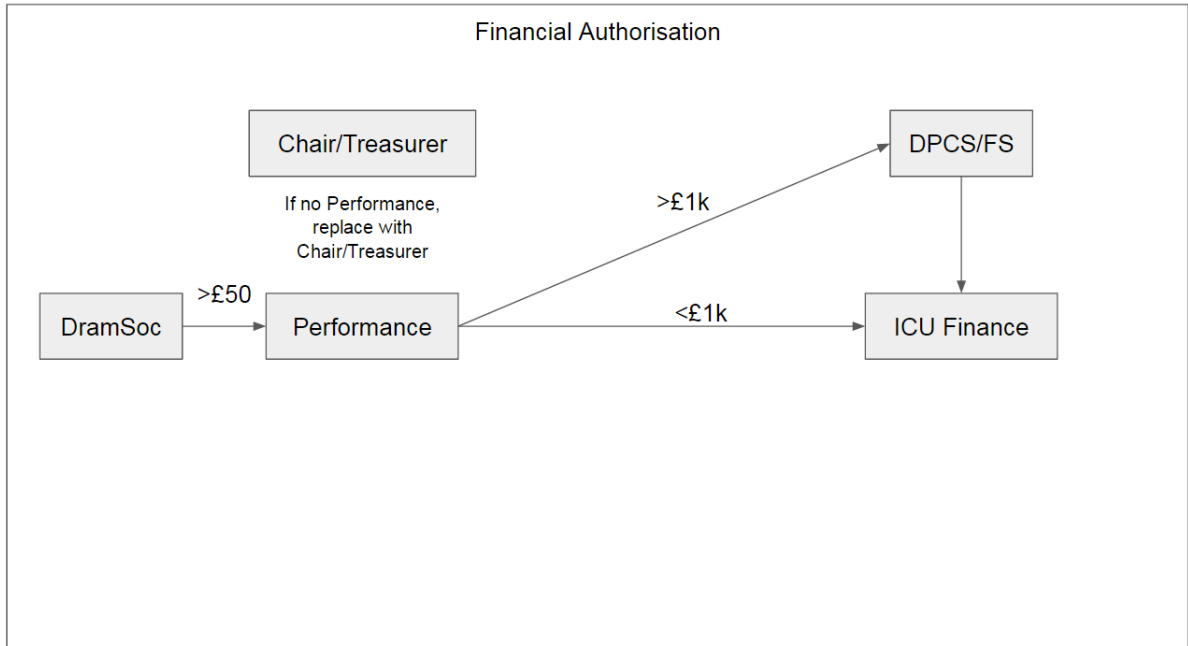
- Create a governance structure of clubs where similar activities are placed into logical groupings, with no further steps in governance/financial authorisation that already exist and where MGs have a similarly-sized number of clubs.
- Create support networks for cross-MG sharing of best practice for similar activities (e.g. conferences)

Empowering

- Define authority of MG chair over clubs under their responsibility
- Increase responsibility of MG Exec (e.g. edit committee positions, website details, print engagement details for alumni)
- Create support network led by DPW

Restructure Vision (Thanks Jack)





Other support networks may be

- Welfare
- Careers
- High-risk activities
- Conferences