

**Minutes of the Imperial College Union  
Clubs, Societies and Projects Board  
7 February 2017  
Sherfield H008A & B**

Deputy President (Clubs & Societies)	James Cox
Deputy President (Finance & Services)	Rachel Blythe
A & E Treasurer	Rebecca Twidale
CGCU Chair	Milia Hasbani
CGCU VPFS	Andrew Olson Gallardo
ICSMSU President	Alex Compton
ICSMSU C&S	Tom Bacarese-Hamilton
ICSMSU Treasurer	James Palmer
OSC Chair	Yanzhu Jiang
RAG Chair	Cynfelyn Nancarrow-Lei
RCC Chair	Dominic Price
RCSU Chair	Lloyd James
RSMU VPCS	Madeleine Hann
RSMU Treasurer	Haydn Orme
SCC Chair	Sina Lari
Observers	
Student Activities Coordinator	Nicolas Spence
Student Activities Administrator	Laura Regan

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Formal Business

**1. Chair's Business**

- 1.1 Deputy President (Clubs & Societies) (DPCS) discusses the Union support for Annual General Meetings (AGMs). DPCS asks that MG and CU chairs support and encourage potential candidates to run before nominations close.

**2. Papers Attached**

- 2.1 PHEM Wilderness Merger

Matters for Decision

**3. PHEM Wilderness Merger**

- a) ICSMSU C&S explains to the board that there are two societies, ICSM Phem and RCC Wilderness, who would like to merge under ICSM Phem. The society would create a new committee position at their upcoming AGM. ICSMSU C&S explains this has been discussed with RCC Chair and the relevant committees who have all approved the change
- b) CGCU VPFS asks when these changes would take place. ICSMSU C&S explains these would be effective in the new year
- c) DPCS asks the board whether there are any objections

**RESOLVED**

**The PHEM Wilderness Merger paper is passed unanimously**

**4. Budgeting**

4.1 Mis-identified B-Lines

- a) DPCS explains to the board that the work done outside of the meeting by the CU, MG Chairs and Quality Assurance checkers means that all the mis-identified B-Lines have been corrected and moved into A-Lines

4.2 Welfare Expenditure

- a) DPCS informs the board that the main discussion to be had by the board is how the CSPB grant will support mums and dads as departments have varying levels of support
- b) DPCS proposes capping the funding at £5,000 and asks the board for their opinions
- c) The board agree that funding welfare is worthwhile doing
- d) ICSMSU C&S questions what CSPs are asking for regarding welfare lines. RCSU Chair explains it is between £20,000-£28,000
- e) RCSU Chair informs the board there are DepSocs who have not factored in mums and dads to their budgets. DPCS reminds the board they are setting a precedent for future years if they put a high ring fence for Welfare
- f) CGCU VPFS proposes DepSocs should be getting more support from their departments, whilst the CSPB should ring fence some money it should be reduced as much as possible and get College to fill in the gaps
- g) DPCS explains that this is a College initiative for the future
- h) The board discuss whether this will be funded per student. DPCS proposes ring fencing an amount and then allocating per student
- i) DPCS proposes ring fencing £4,000
- j) ICSMSU C&S asks whether their Exec can be included as they have budgeted for welfare rather than through a DepSoc. CGCU VPFS questions how they will account for freshers. ICSMSU Chair explains they have the figures and can write that into their budget.

**RESOLVED**

**The board agree unanimously that the welfare budget can go through ICSMSU Exec rather than a DepSoc.**

**The board agree unanimously that £4,000 will be ring fenced for Mums and Dads.**

- k) DPCS explains that general welfare lines have been discussed outside of the meeting and asks the board for suggestions for the rate of subsidy for welfare lines
- l) CGCU VPFS explains that last year they were subsidised at 50% but would like discuss whether an increase would lead to increased benefit
- m) CGCU Chair explains 50% worked well as groups can apply to Community Welfare Board (CWB) for funding. RCSU Chair explains CWB is for campaigns and not general welfare funding
- n) DPCS proposes funding welfare lines at 80% subsidy

**RESOLVED**

**The board agree unanimously to fund welfare lines at 80% subsidy**

#### 4.3 CSPs in need of higher subsidy

Each discussion line begins with the club in question and the reason for querying

- a) ACC Cycling – ACC representatives were not present to clarify
- b) ACC Exec – requesting money for Fresher's Trials. DPCS suggests funding at the same rate as last year.

**RESOLVED**

**Funded at same rate as last year**

- c) ICSMSU Jiu Jitsu – last year funded at a higher rate than standard as they went through appeals, asking for a continuation of what was agreed at last years budget. DPCS queries whether their core funding has been checked.

**To be resolved outside of the meeting**

- d) ICSMSU Women's Hockey – the only hockey club that has to pay for ground hire for matches, requesting subsidy at 60%. DPCS proposes this is organised with Sport Imperial. ICSMSU emphasise this is the case every year, ICSMSU Women's Hockey take the financial hit, membership costs and external funding already high. Last year they received £6,400 and this year set to receive £4,000. ICSMSU C&S proposes funding at £6,000.

**ACTION**

**DPCS to discuss Hockey bookings with Sport Imperial**

**RESOLVED**

**ICSMSU Jiu Jitsu to be funded at £6,000**

- e) Radio – last year Radio were under funded and went through appeals to get grant for their license as they cannot operate without a license.

**RESOLVED**

**The board agree unanimously to increase Radio's grant to base subsidy**

- f) RCC Bridge – host a large event every two years, increased budget due to hosting event. DPCS asks if the board are happy to fund.

**RESOLVED**

**The board agree unanimously to fund**

- g) RCC Caving – the corrected subsidy is low but their grant has increased
- h) RCC Gaming – MG chair and QA checker agree the queried line is changing to an A-Line and will be funded accordingly.

**RESOLVED**

**The board agree the queried line can change to an A-Line and be funded accordingly**

- i) RSM Badminton – clubs activities have doubled in size and would like to be funded at 35% ICSMSU C&S asks whether that expansion is reflected in their membership numbers. RSM C&S confirms this is the case.

**RESOLVED**

**The board agree unanimously to increase funding to 35%**

- j) RSM Exec – funding for annual Bottlematch event, needs increased funding next year to subsidise travel and accommodation costs for 200 participants and spectators in Cornwall. The board question how much each member pays and at what rate the costs are subsidised. RSM C&S confirms members pay around £75 and it is subsidised by around £15 per person.

**RESOLVED**

**The board agree unanimously to fund at base subsidy**

- k) RSM Football – funding for transport to away games, not factored into last years allocation as they did not ask for it. The board questions how much they are asking for. RSM C&S confirms the total costs are £2,500 and they would receive £850.

**RESOLVED**

**The board agree unanimously to fund at base subsidy**

- l) RSM Netball – the club have joined a league which was not budgeted for last year and have applied for court hire.

**RESOLVED**

**The board agree unanimously to fund at base subsidy**

- m) SCC Jewish – thought they would be getting funded for lines that were not queried as A-Lines.

**RESOLVED**

**Lines to be Quality Control checked outside of the meeting**

- n) SCC Alternative Music – society has seen a massive increase in activities, engagement and membership. They would like to receive a bigger increase to support growth as they received such small amount of money.

**RESOLVED**

**The board agree unanimously to increase the society's grant allocation**

- o) SCC Animal Protection – the club has increased activities and membership, they asked for £12 last year and would like £70 this year. CGCU VPFS questions the increase in the same manner as other queried lines, has their activity increased and needs financial support to continue?

**RESOLVED**

**The board agree unanimously to increase the society's grant allocation**

- p) RCSU BioSoc – last year they submitted a poor budget and therefore were not allocated grant reflective of their activities, this year their budget is accurate.

**RESOLVED**

**The board unanimously agree to increase the society's grant allocation**

- q) RCSU Exec – funding for the Science Challenge which was not budgeted for as a reflection of actual costs last year.

**RESOLVED**

**The board agree unanimously to increase funding for Science Challenge**

- r) RCC Gliding – this year have a higher rate of insurance, insurance needs to be funded at about 75% for the club to afford it, last year it was funded at 30%. RCC Chair proposes funding at 75%

**ACTION**

DPCS to look over after the meeting

**To be resolved outside of the meeting**

4.4 Exec Lines

- a) DPCS proposes funding Exec lines at the same rate as last year at 50%
- b) RCSU Chair informs the board that RCSU Physics is there on part of an administrative error and it should be removed

**RESOLVED**

**The board agree unanimously to fund Exec lines at the same rate as last year, 50%**

Matters for Discussion

**5. Appeals**

- a) DPCS informs the board that as of decisions made at the last CSPB meeting there is £10,000 of the grant ring fenced for appeals and approximately 150 CSPs who have not submitted a budget. DPCS invites the board to think about the criteria on which appeals are accepted
- b) The board discuss whether those who have not submitted a budget should be allowed to appeal. It is noted that not allowing them appeal would put a large strain on the Activities Development Fund (ADF). The board agree that appeals should be considered from those CSPs who have not submitted a budget
- c) The board discuss appeals submitted on the basis of need, evaluating appeals on the basis of whether CSPs cannot do their activity without the money
- d) The board discuss having in-person appeals. RSM C&S proposes that is unfair on all the CSPs who submitted a budget on time. The board agree to evaluate this on a case-by-case basis
- e) DPCS informs the board of the appeals criteria for the Harlington Trust and asks whether the CSPB should use the same model
- f) The board discuss the likely types of appeals: those who did not get appropriate funding for core activity, those who have received less money this year, those who have significantly increased their activity
- g) The board discuss CSPs who have inherited debt. The board agree that they should be running profitable activities, ADF and Union support to get them out of debt

**RESOLVED**

**The board agree that the criteria for appeals will be: those who haven't submitted a budget, those whose activity has significantly expanded and current allocation cannot support growth and those whose lines have been misunderstood and not funded as a result**

- h) The board agree on a timeline for the appeals process and to follow a similar line of work outside the meeting with MG/CU Chairs and QA Checkers reading appeals
- i) DPCS informs the board they will send out the appeals form and criteria to all CSPs

**6. Annual General Meeting (AGM) Support for Management Groups**

- a) DPCS asks the board what support the MG chairs would like to see for the AGMs
- b) SCC Chair asks whether MG Chairs are expected to attend all AGMs at a group level
- c) DPCS asks the board how they feel about attending multiple AGMs
- d) The board agree that MG Chairs will attend AGMs and CSPs will be informed which AGMs to attend

**The meeting concludes at 19:10**