



Imperial College Union Trustee Board Report

Thursday 28th June 2018

AGENDA ITEM NO.	
TITLE	DPCS Report
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EXECUTIVE SUMMARY	A report containing updates for latest actions and a brief summary of the successes of the year and provide some insight for future plans for them.
PURPOSE	To inform the board
DECISION/ACTION REQUIRED	None

Sport

We have launched the *Be Active* sports strategy as a joint piece of work between the Union and Sport Imperial. This is leading on to larger pieces of collaboration, in particular the upcoming formation of an athletic union/sport federation, which will see stronger collaboration for the management of our sports clubs and will lead to some interesting projects in the future.

Lessons learnt: Projects of this size do not happen overnight. A lot of work has gone into it, to ensure that it can be sustainable, fits in with current models and at the end can be completed by both organisations. I look forward to seeing where this takes us in the future.

Continuation: This strategy now needs to be delivered, with strong buy in and leadership from the Union. In particular, collaboration between the two entities needs to continue on its upward trend.

Training of volunteers

This year we have launched a new training hub (<https://eactivities.union.ic.ac.uk/training>). This piece of work has been the product of many teams working together. It will allow for the information that we provide as a training resource to be up to date in the future. We have also seen the successful launch of Officer Academy, a day long training event aimed at getting our CSP volunteers trained before they take on their roles.

Lessons learnt:

Continuation: A review of all the information available needs to take place with emphasis being placed on this becoming a living platform, capable to changing with changes to policy, procedure or law.

Openness (accessibility of information)

A launch of a rebranded union website has hopefully made information easier to find and understand – if not it at least looks much better.

Additionally, within the *Be Active* strategy, Sport Imperial have committed to producing an annual report to summarise their contributions to sport

Continuation: Look to making the information put in the Union's annual report into a summary of some form, making it more digestible and understandable for the students we represent.

Review of Room Booking procedure and systems

We have successfully formalised the procedures we use to book rooms and advertised these to our CSPs. We have also identified any restrictions our spaces might have and worked out what activities are most suited to each space.

College have spent the year working on new systems that can hopefully make the processes even smoother.

Continuation: Continually work with relevant departments/committees in college to ensure that the system produced works for us in the way we need it to.

Storage

The situation here was worse than I had thought coming into the role and progress has been unfortunately slow. I have identified the areas currently being used for storage by our CSPs and identified some potential improvements that can be made to these areas, but have so far been unsuccessful in delivering them.

Continuation: Work to produce a more formalised process by which storage spaces can be reviewed and allocated.

Club Funding

This year we have secured a 3% uplift in funding for CSPs which has been fantastic. This means that we are funding our clubs over £400K, more than ever before. However, as always, more funding could always be used.

We have also been reviewing the process being used to allocate this amount of funding, so that we can reduce the workload on our volunteers and improve the efficiencies of the system. Further to this, we have also allocated £30K through tour funding, £15K in the Activities Development Fund and £50K through the Harlington Fund (most notable of these was an application to fund a new fleet of 'FireFly' Sailing boats)

Continuation: Working through the sports collaboration to ensure fairer funding is available for our sports clubs. Work through a sponsorship strategy to aid clubs in securing more sponsorship for themselves.

Volunteer Policy

Hopefully complete?

Continuation: Work to create a smooth process to signing a volunteer agreement and produce a code of conduct to accompany it.

Varsity completed

Two successful varsities occurred. Weather caused VarsityFest to be cancelled as an all day event, however it went ahead with matches being played when they could, and the Headline events still managed to take place with great spectacle.

The LSE VS Imperial varsity also took place, with numerous new sports taking part and a successful Imperial Win!!

ICXP: Accreditation scheme

We launched our CSP accreditation scheme this year, as a way to advertise the best practises of our clubs and reward those that stuck to them. Nearly 80 clubs took part and the scheme had such a successful first year that the lead staff member has been asked to present it to NUS this year.

New Clubs Process

We have identified a stronger process by which new clubs can be started up. This should mean less input required from our student volunteers and an increase in the quality of our new CSPs coming through.

This year we are happy to welcome: Blockchain, Calisthenics, Oenology, Plastics Surgery, Psychedelic studies, Sign Language and Kinky Club to name a few.

CSP Policy

This policy outlines a large amount of the base expectations and requirements our clubs need to meet. It was one I started far too late in my term to ensure appropriate consultation with

students was had to get it through in one year, so it one I hope to work in in handover and have approved next year.

As always, I am available in person and via email for any questions you may have on my report or the Union's work.

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