

Governance Review Update 2017/18

The Union will seek at all times to ensure that the diversity of its membership is recognised and that equal access is available to all Members of whatever origin or orientation.

Imperial College Union prides itself on being a democratic and inclusive organisation. Each year sees our Leadership Elections put us in the top Students' Unions in the UK in voter turnout. Unfortunately, this success is not always mirrored year round. During the 2015-16 academic year, Union Council struggled to maintain quoracy and in the 2017 NSS results, Imperial College Union averaged 60.9% in the question "*The students' union (association or guild) effectively represents students' academic interests*".

In *Our Strategy 2017-2020*, we placed particular emphasis on working to reach all of our membership. Examining the reach, engagement and effectiveness of our democratic structures will be a valuable exercise and allow us to understand the current successes and shortcomings of our democracy and realise our strategic goals and values.

Consultation

Consultation Strategy is being developed and will be agreed by the Governance Steering Group and Union Council.

Consultation methods are as follows:

- Direct consultation with Board of Trustees and relevant subcommittees (Communications & Governance)
- Direct consultation with Union Council and subcommittees
- Online survey (open to all members, staff and alumni)
- Focus Groups (open to all with key audiences in mind)
- 1-2-1 Interviews (selected key volunteers and groups)
- Drop In Hours (mainly aimed at staff but open to all students)
- GOATs (Go Out And Talk- all members with key audiences in mind)

If necessary, working groups with specific remits will be created- council members will have the opportunity to sit on these if desirable (although numbers will be capped for efficiency)

While staff are not represented by the Union, their expertise and understanding of other Students' Union is of value to this review.

Out-Of-Scope Issues

- CSP or CU committees outside the current Constitution/Bye-Laws (they have the right to self-determination)
- Management Groups (there was an MG restructure last year and there is continuing work around non-representative aspects)
- Structure or responsibilities of the Board of Trustees (prescribed by Charity Law)
- Wellbeing and Academic Representation Network (this is being done in parallel with the review and will have their own evaluations)

Emerging Themes

Theme	Potential Questions
Communication	How would you prefer for us to communicate with you? <ul style="list-style-type: none"> - Feedback - Opinion Polls - Structure
	Do you know what the Union does?
Officer Trustee Roles	What are the key responsibilities of Officer Trustees?
	Do our Officer Trustees effectively represent students?
Structure	Do you know the democratic structure of the Union?

Governance Steering Group Terms of Reference

Membership and Structure

The Governance Steering Group will have the following core membership:

- Alex Chippy Compton, Union President (Chair)
- Tom Bacarese-Hamilton, Deputy President (Clubs & Societies)
- Fintan O'Connor, Deputy President (Welfare)
- Owen Heaney, Union Council Chair
- Luke McCrone, GSU President
- Rob Tomkies, RSMU President
- Chimdi Igwe, BME Officer
- Rana Khan, International Officer (*unconfirmed*)
- One Management Group Chair (*TBD*)

Head of Student Voice & Communications will also be present. Additional members may be co-opted as required.

Relevant staff will help to schedule and minute meetings.

This group must report back to Union Council and Governance Committee on its progress.

This group may form working groups with specific remits as appropriate. New members may be recruited for these working groups however the groups must be chaired by an Officer Trustee. These groups must report back both to this steering group, Union Council and Governance Committee.

Frequency of Meetings

Monthly (with fortnightly updates from Chair)

Aims & Objectives

The group shall have the following responsibilities:

- To define and articulate the need for a governance review
- To define and make public the scope, aims and timeline of the review
- To develop and agree a consultation strategy
- To consult stakeholders including: current members, lifetime members, College and external resources as it sees fit
- To delegate actions to working groups and Officers as it sees fit
- To draft a new Constitution & Bye-Laws
- To draft a set of recommendations to improve the democracy of Imperial College Union

Actions Timeline

Action	Deadline
Publicise the scope, aims and timeline of the review	30 th November 2017
Develop and agree consultation strategy	30 th November 2017
Consult stakeholders	14 th January 2018

Submit preliminary recommendations and OT role changes for Leadership Elections 2018	19 th January 2018
Discuss recommendations and Constitution & Bye-Laws at Board of Trustees	1 st February 2018
Finalise recommendations and Constitution & Bye-Laws at Governance Committee	13 th March 2018
Submit recommendations and new Constitution & Bye-Laws to Union Council	20 th March 2018
Submit Constitution & Bye-Laws to Board of Trustees (Away Day)	4 th April 2018
Submit Constitution & Bye-Laws to College Council	18 th May 2018

Any changes to this timeline will be reported to Union Council and Board of Trustees as soon as possible.

Status, Interpretation and Amendment of these Terms of Reference

Authority and responsibility is devolved to this group via Governance Committee, and therefore via the Board of Trustees, with the support of Union Council.