

# Imperial College Union Council Report

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## Introduction

Changes since 9/10/18 Union Council report are highlighted in blue.

One of the first things I did when beginning the role was to look at the on-going projects and student campaigns in the Union and College. Combined with my manifesto points, I have decided to focus on: sustainability, service quality, communication and engagement. In the Autumn Term I aim to: introduce a Union breakfast trial and carry out a full review; fully review the sustainability of our bar outlets and investigate ways to improve; work with College to look at food provisions on campus; and review our offerings in Shop Extra and Reynolds.

## Report on Progress

We have three main OT team goals of PG engagement, Communications, and Space. Since beginning the role, I have started to tackle communications in my areas first. Details on my progress are in the OT team report for Union Council. As well as team goals, here are updates on my current individual goals I have been working on the past few months:

### Goal 1 - Union Breakfast

Since SCR breakfast was shut by College, there has been no alternative for sit down breakfast on campus. As well as a promise in my manifesto, it was also a project pushed by the head of commercial services. Trial is allowing us to test a variety of dishes and gain feedback from students on all aspects of our offering, helping us shape future breakfast menus or see if it should even be continued at all.

Progress so far:

- Breakfast trial launched! (Soft launch 24<sup>th</sup> Sept, Hard launch 1<sup>st</sup> Oct)
- Waitressed each morning for the first two weeks. Talked to customers about their expectations and their thoughts on the meals and service. I've added all my notes to a larger bank of feedback Beit bars has been collecting.
- [Breakfast review timeline being planned](#)

### Goal 2 – Union bars sustainability review

Focus has been on plastic use, driven by student campaign proposals and global media. Have also sat on the Greening Imperial College Committee, discussing their ideas to improve sustainability and also visited the Natural History Museum and LSE to hear their thoughts on the issues and how they've been tackling sustainability.

Progress so far:

- Have identified all the different ways our bar outlets use plastic
- Now working out ways to eliminate/replace/reduce the use of the of single-use disposable plastics
- [Last council, brought up discussion points on what sustainability aspects to focus on and asked what Council thought of replacing single-use plastic cups. My idea is to replace our single-use plastic drinks cups with reusable thick plastic cups, run under a deposit scheme \(pay extra for the cup, but get it back when you return the cup\). They can be reused up to 350 times before being recycled by our bar staff.](#)

### Goal 3 - College food provisions

Working with campus services to improve range of food available, focusing on healthier options and dietary information available on all their products.

Progress so far:

- 24hr vending being trialled on campus ([updates from campus services coming soon on dates](#))
- GF pies available in Pieminister, and GF fish and chips in SCR on Fridays

### Goal 4 - Shop Extra & Reynolds offerings review

Aim is to look at what food we offer in Shop Extra and non-South Kensington outlets, and improve our offerings.

- Shop Extra:
  - Coffee-to-go machine ordered and to be installed soon
  - Allergens now labelled on all pastries
  - Fridges ordered and to be installed soon, allowing us to extend the range of fresh food available
- Reynolds
  - Not yet started

### Goal 5 – Be more transparent where Union income is spent

Has been fed back to me that a lot of students don't understand where our money is spent, and especially why our bars make a profit. I shall be looking into the annual budget and all income/expenditure to try create a document or infographic to explain this simply to all students (including myself), as our financial documents can get quite complicated.

## Operational Achievements

Significant operational tasks I have completed over the summer period are as follows:

### Sponsorship Contracts

Sponsorship contracts used to be emailed to DFPS, printed off, read, signed and stamped, scanned back in, resaved and emailed back to the student, while a hard copy was also filed for records. This was a very lengthy task, wasted a lot of time, and contracts risked being lost in a very busy inbox.

- New sponsorship email address created: [csp.sponsorship@imperial.ac.uk](mailto:csp.sponsorship@imperial.ac.uk)
- All signatures and stamps digitalised, making online signing possible and speeding up process.
- Working well, [100 contracts currently approved](#). Build-up caused in lead up to welcome week as other work took priority and I was also on sick leave. However, turnover time is down from months to weeks, a significant change from last year.
- Aims to improve contract template, further reduce reply time, and improve the training guidelines online.

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Want to know more? Have any thoughts, ideas, questions? Please get in contact!

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