

## DPCS Council Report 06/12/16

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### Be Active Strategy Update

- Follow-up from previous report regarding strategy away day
- Owner of two strands within strategy (with a brief bit of information on what I will be working closely on)
  - o **Partnerships** includes reviewing funding structures and improving the partnership between Sport Imperial and the union
  - o **Mental Health & Wellbeing** includes specific digital resources surrounding nutrition, exercise etc.
- I will be attending a meeting on 14/12/17 to ratify action plan (which I assume will then be communicated somehow, although the strategy is currently planned to launched next May)
- I have created a survey to be completed anonymously by students about Sport at Imperial

### Prayer Room

- The Islamic Society came to DPFS and me asking for help refurbish the prayer room, something which they have been attempting for what we were told was 4 years
- We took the photos of the room to Nick Roalfe, Head of Estates at College. He agreed they needed to be refurbished
- We visited the prayer room with the Minor Works Programme Manager and the President of Islamic Society; we were told the work will take three weeks.
- We are currently looking into how we can accommodate a separate space over the Christmas holidays for prayer.

### AskActivities

- DPFS, the Activities Team and I have been attending weekly drop-in sessions on Thursday lunchtime.
- I have found that during my tenure, meeting a lot of students in one setting face-to-face resolves issues far quicker than emails.
- Sessions will continue to take place 12-2 on Thursdays, in different locations around campus.
- We aim to create a digital option for this in future weeks, whilst promoting the ICU Activities Facebook page as a one-stop shop for information and advice for what to do with a problem (but this has to be developed first)

### Management Group Redevelopment Project

- This project has developed as a necessity over the past three months

- It draws in actions from the upcoming strategy and long-standing issues from management groups
- I chaired a focus group on Wednesday 9<sup>th</sup> November to address three different things:
  - o What is the difference between a Constituent Union (CU) and a Management Group (MG)
  - o What are the issues currently surrounding management groups?
  - o What are some potential solutions?

#### 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 issues can be synthesised into 4 broad categories for solutions (sorry not sorry for the strategy buzzwords)

### **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

The current draft to solve these problems is as followed, with some snazzy smart art:

## 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 for welfare clubs

- The next focus group will take place on Wednesday 30<sup>th</sup> November (after I have completed this report, so I can provide an update at the meeting).
- This will focus on the restructure aspect specifically and will potentially task a couple of owners to each strand of this plan, paired with a union staff member.

### Summary

The essence of the project is to strengthen the middle management of our CSP governance structure, providing more training for a volunteer to oversee a smaller number of clubs (and thus have less administrative work). The discussion of democracy and voting will be considered after creating an operational proposal.

Whilst a new structure can be proposed, a club can suggest where they would best be represented, although recommendations can be made. In reality, the clubs should not be adversely affected at all, but will have access to a volunteer who has significant more time and more training for each one of them to benefit from.

### **Business School Constituent Union**

- I spoke with the Student Experience Manager at the Business School about the possibility of business school becoming a CU.
- After looking at a proposal draft written up after the meeting it is clear that a CU structure for the business school would be valuable to students inside and outside of the business school.
- After the proposal is updated, it will be discussed at CSPB from an operational perspective of supporting clubs.
- After this discussion and change to the proposal, it can be discussed at Council, as given that many of the students arrive in September, it is clear the democracy surrounding it could not fall easily into our existing March elections.