

CLUBS, SOCIETIES & PROJECTS BOARD (CSPB)

The **fifth** ordinary meeting of the **Clubs, Societies & Projects Board** for the 2019/20 session, to be held **Thursday 6th February 2020 at 18:00** in **RSM G.01**

**Attendance**

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| **Name** | **Role** |
| Thomas Fernandez Debets  | Deputy President (Clubs & Societies) |
| Marta Mazzini Cea | Student Activities Co-ordinator – Governance and Frameworks |
| Joseph O'Connell-Danes | A&E Chair |
| Sam Lee | A&E Treasurer |
| Wladimir De Polignac | SP Treasurer |
| Ryan Ellis | Silwood Treasurer |
| Conor Nicoll  | Silwood President |
| Mohit Devgan | GSU President |
| Cameron Mills  | RCSU Treasurer  |
| Salman Hussain | CGCU Clubs and Societies Chair |
| Rish Harimaran | ICSM Clubs and Society Chair |
| Annie Mao | RSM VPCS |
| Christopher Turner | RCC Chair |
| Ross Unwin  | Sports Chair  |
| Conor Wisentaner | Vice Chair Volunteering and academic societies – ICSM SU |
| Zhin Tan | Management Treasurer ICSM SU |
| Joseph Tan  | GSU Treasurer |
| Fatima Khan | GCCU President  |
| Chris Carter | RSMU President |
| Shung Xu | Culture Sector Chair |
| Hannah Lau | RCS Motor Club Chair |
| Daniele Valentino Bella | REV V V M C Treasurer |
| Barts Pitt | V V C Bo Chair |
| Edward Stow | Vice Chair Vehicles (RCC) |
| Ammar Chaudhry | RSM Motor Captain |

**Apologies;**

**Knowledge treasurer, Community Action Group**

**Agenda item = Minutes from 13.01 meeting**

Board members went through minutes of last meeting. CSP DP explained that after a conversation with the Students Activities Team the strike for individual for the ‘Room Booking Policy’ would have to change back to the CSP.

**Action** for MMC to change this back on the policy

**Agenda item = ADF and appeals - ringfences**

**CSP DP explained that as part of a formal process for the Union’s Finance and Risk committee he had to write a paper for CSP budgeting**. To bear in mind that Union budgeting does not align with ADF timelines. Below are the figures proposed on the paper.

* Last year £420k was allocated
* Add increase in line with inflation at 2% would bring it to £428k
* Add a step change of student population increase of 5% would bring the need to £450k

Union is happy to endorse the change in line with inflation (£428k) and is positive about the step change (£450) but needs to wait for their final round of budgeting. This means we have a soft deadline in March, and around Easter for a decision on a final figure.

Discussion about Post Graduate increase included in this step change and if funding will be allocated to match the student increase at Imperial. Yes, post grads are included, however we do not allocate money based on numbers, rather based on needs.

Once Union budgeting rounds are completed and if the final amount going to CSP is the top amount of £450k, then there are three options CSPB can choose for the extra amount.

1. Distribute it equally within all management groups
2. Add it to the ADF fund (with a caveat that the criteria for ADF applications may be adapted)
3. Review the allocation/distribution at a later CSPB Meeting

All members agreed on option 2

**Agenda item = CSP Budgeting 2019/20**

Members were asked to feedback on how they found the new budgeting App

Comment to highlight that Constituent Union budgeting is different to CSP, however the app did make budgeting review easier – ACTION CSP DP to meet with Constituent Unions to discuss how budgeting can be more representative of their needs

Some had issues accessing the App

Request for historical budget data to be made available on the App for comparison, and if numbers could be carried over – CSP DP has looked into this but is conscious of budgets being copied and paste. However, members were reassured that as this App is used over the years historical data will remain

CSP DP thanked all those who completed the budgets. He is still to complete ‘knowledge’s’’ budget and will do so by Feb 7th – ACTION

Overall £425k was budgeted for, which is very close to the initial base £428 figure the Union has already approved. ***This is a noteworthy achievement for CSPB*** as last year by the end of MG1 the figure budget for was around £600k. Members agreed the new App and Spreadsheet have helped.

**Agenda item = Vintage vehicles - ringfences**

Motor clubs don’t have a lot of members, but there is a lot of maintenance for the vehicles, these vehicles have a large reach, such as publicity for the Union and for new students. Vintage vehicles are costly to run, they have a minimum cost to keep it running, can’t get new parts, these have to be built, Imperial has 4 out of the 5 UK Universities with vintage vehicles, it is a unique exp for students, letting them go to disrepair would be a historical loss and affect their existence (except for Bo’)

**Budgeting pitch for Vintage Vehicles Motor Club (VVMC - 614)**

Bo - a 1902 James Browne, which means he qualifies for the yearly ‘James Browne race’, there is a fee to enter the race, a minibus hire fee. Bo also needs Road Tax, and insurance, although its exempt from congestion charge, Bo is not covered on the RAC breakdown cover.

Derrek’s needs include cleaning, nuts, bolts, paint

On top of BAU maintenance there are plans to get Bo up and running, the club has the most members for a while so more interest and ambitions in the fixes and maintenance.

VVMC summer tour is funded by its members which include CGCU grads

Garage has maintenance needs

**Budgeting pitch for Royal College of Science Motor Club (RCS MC – 642)**

Jezebel, same needs of vintage vehicles as mentioned before. What maintenance and the scale of each fix is hard to predict.

There is health and safety equipment needed as these vehicles run on minerals, there are affiliation fees to fire engine org, and entry fees for events Jezebel attends.

ACTION – TOM FD to pick up with Motor Club on how to make the garage more fit for purpose, there needs to be a wall built

**Budgeting pitch for Royal College of Mines Motor Club (RCM MC)**

Clementine, same needs of vintage vehicles mentioned before. Affiliate membership fees, running materials, tools, consumables, event attendance.

Questioning and discussion from CSPB Members to Motor Clubs.

1. Question: Can free membership be looked at?

Answer: already quite small membership to do all the maintenance charging would discourage this, members already give their time. Mention about Vintage Vehicles being a community service mascot for the Union

1. Question: Have post grads been targeted as a potential pool of members –

Answer: yes, one key member who helps with repairs is a post grad

CSPB voted for approving the reviewed budgets; 9 voted in favour, 0 voted against, 0 abstained

ACTION – CSP DP to look if Motor Clubs has been included in the Summer Ball plans

**Agenda item = ADF**

ADF has a constant £20k reserve, the recommendation is to add £5k to this year’s reserve. Last year there was £10k put aside for appeals and around £7-9k allocated to CSP via appeals. CSPB voted for £10k to be allocated for appeals; 9 voted in favour, 0 voted against, 0 abstained.

Last years’ appeal categories were.

1. Not enough allocated
2. Didn’t submit a budget, and ask to be considered at this stage
3. Submitted budget but forgot to add an item/amount

CSPB agreed the above three categories will inform the ADF meeting agenda and discussions.

It was highlighted and clarified that CSP should first speak with the management group Chair for their approval for and ADF appeal.

CSPB discussion on who did and didn’t submit budgets. There were 90 CSP who did not submit a budget, some of these did not ask for a grant. There was a recommendation for budget submission to be made mandatory next year.

**Budgeting pitch for Silwood Park**

1. Silwood Union has a different election timeline, their timelines mean there is no handover overlap, so each year rep start again on all aspects, such as savings/fundraising. Though they are now beginning to create a handover processes, with PHD student offering to return and do a handover
2. Silwood has had very limited support from the College on their wellbeing. College’s stance is they are supporting the Union so it should make it to Silwood
3. Silwood Park is very remote, students must walk on unlit country lanes to access their local pub and are 40 min walk from a Tesco. This lack of resources or opportunities often affects wellbeing.

Also, to bear in mind is the impact of the decommissioning nuclear reactor project, this project has meant a loss in their recreational grounds (although they did gain a pond).

ACTION – CSP DP to pick up conversation of Halls pot offline, and make sure Silwood are included in the ongoing accommodation conversations,

Silwood Park presented two budget options a conservative figure (£4,440) and an aspirational figure (£7,000). CSPB voted as follows

* allocating the £4,440 **now** = 9 votes
* **wait** till future date to allocate the £7k = 6 votes
* allocating the £7k now = 2 votes
* against allocating the £7 = 0 votes

**Budgeting pitch for RCSU**

Publicity event, welfare, college funding not used on core activities

Reduction on ask, members suggested to re-evaluate partnership with Med Soc specially the ‘revel’ event, but the event is well established, has a lot of resource for its publicity and sponsorship.

Members voted

Approve budget = 8 votes

Against approving the budget = 1

**Budgeting pitch for GCSU**

Asking for £3300, they have 9K Grads low engagement with postgrads and unions, acknowledge this is a two-way partnership to improve budget in to improve engagement and welfare.

GSU is fairly new, this is the beginnings of these budgets and will level out, they do not expect to need as much support in future.

Unanimous vote to allocate budgeted amount

**Budgeting pitch for** **GCCU**

Asking for £3187. Their needs include.

* No college funding for first aid training, money given to Union for this
* Election publicity to have right committee members to continue with activities

CSPB committee members highlighted that they have well managed finances, and even seem to be making a profit. GCCU explained they are saving to hold new events, they also have a new very proactive committee, they have partnered events which are not always consistent.

Members vote

Approve the £3187 budget = 0 votes

Against approving the budget = 5 votes

Abstained from voting = 4

Discussion on what amount GCCU **should** get. Those who voted against questioned how the budgets were built, could they use their reserves, there seems to be new events planned which are not mentioned on the budget. Committee members suggested this could be an opportunity to re look at budget to include these events.

Unanimous vote for **GCCU to** resubmit budget = ACTION for **GCCU.**

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Committee decided to postpone the following budgets to the next meeting on March 5th.

ICSM SU, CGCU, RSMSU and GCCU budgets.

**ACTION** – these remaining budgets bids must be kept brief as March 5th is time to review appeals which will take time to discuss

Reminder MG2 opens tomorrow, each Management Committee Chair will get allocated another group to review MG2 deadline will be 28th Feb.

Committee members asked if they could have access to dashboard, Tom FD is on the case to make this available.

**ACTION** – asked for Tom FD to change the calendar invite for next meeting as it says start time is 5pm

**There were two agenda item rolled over due to short of time, ‘CU/MG Execs – ringfences' and ‘MG2 Review’**