

Council
28 April 2015

DPCS Council Report 28th April

Since the last Council I have taken 6 days of annual leave, as well as the 4 days of College Closure. Alongside this I have also spent two full days out of the office, one for Trustee Away Day and one to take part in an all-day Operational Excellence workshop relating to Timetabling.

Risk

Having had a few incidents this year with both physical and reputational risk, it seemed appropriate to review our processes relating to risk management within the union, including assessing the way we risk assess, risk log and control external within the union, comparing to other unions and producing a plan of action to consult on over the next few weeks.

Tours

Having had such a large number of tours approved in the spring tour period meaning the funding was really stretched across the board, leading to funding to only 11.5% where it's previously been much higher. This has meant that we've been doing a fair amount of work on ensuring we've followed up all winter tour expenditure, creating a list of reclaims for the funding that hasn't been spent, ready to ensure we have enough to fund tours well during the summer period.

This process has also meant the tour reports have been chased up more thoroughly now, which has provided a fair amount of work to read and ensure all are accurate and contain all the information necessary to be passed on to the IC Trust as is essential for continuing tour funding for next year. They've all been of a high standard and it's always great to see what our clubs are up to with the funding.

Sport Imperial - This Girl Can, Varsity

Alongside the Deputy President (Welfare) I have assisted in the Varsity investigations, there were a number of recommendations to come out of this that we will be working with senior college and Sport Imperial on implementing over the next few months.

We have also been working with Sport Imperial on engaging with the This Girl Can campaign that is a campaign currently being run by Sport England.

External Speakers

Following a couple of problems this year with the external speaker process we've been reviewing the process overall with particular focus on our interaction with college during it. This has also had a particular focus this month as with the Counter Terrorism Bill passing we need to review and ensure we will be compliant with the statutory duties when they come in to act. We have nearly completed a draft of the proposed new process and this now awaits consultation with the groups likely to be affected.

Training

Alongside the Student Development and Student Activities Teams we have been working on both the training programme and training materials for the incoming officers.

Council
28 April 2015

Operational Excellence – Space Programme

I have been part of the College's current Operational Excellence programme looking at the four work streams associated with space – timetabling (general academic), timetabling, Room Booking & Space Management Systems, Space Inventory, and Room Readiness. This has been useful both in terms of contributing the student side to the discussions but also for points to bring across to the union systems relating to space.

CSP Finance

We have just had the Union Auditors in, during which process we contributed with a discussion of CSP financial procedures. This is the first time there's been a specific CSP focus and may be something to consider next year as they may be asking to speak to club treasurers as part of the process.

We have now finished the budgeting process, so been writing up the debriefing document and preparing feedback questions to ask and areas to look into for the process for next year.

Elections

Now that the majority of club elections are over, we are looking at reviewing the process, particular where there were areas that were problematic this year. This is in part involving looking at bulking out the CPS Elections training manual so that more of the commonly asked questions are covered, as some questions were asked repeatedly this year.