

Council Report

Ben Howitt – Deputy President Clubs & Societies

Operations

- Over July and August, I spent three days at the Annual BUCs Conference, and 3.5 days at the Annual RAG conference.
- The BUCs conference presented a case for Sport and the media, as well as running talks on antisocial behaviour and disability awareness. It was a useful networking opportunity with Sport Imperial, and activities/sports sabbaticals around the UK.
- Unfortunately the RAG committee were unable to attend the RAG conference, which reduced the usefulness of the session. Ideas that have come from this include a reformed approach to social media, and an “Adopt-a-Charity” scheme to expand the usefulness of Community Connections.
- The administration parts of my role are being gradually delegated to the Activities Team. I am retaining the authority to decline requests, but routine approvals are not part of my role. This includes
 - Speaker Approvals
 - Email account Resets
 - Committee Amendments
 - Administration of the New Activities Incubator & Activities Development Fund
- I sat on the interview panels for the new part-time receptionist, and the Student Development Coordinator (Volunteering), and will be sitting on the panel for the new Systems Manager.
- I have been contributing to the Operational Excellence Space Programme, and will be undertaking a 3 day training course during October to support this.
- I have taken 2.5 days of annual leave.

Freshers’ Fair

- Freshers’ Fair was extremely successful in my opinion, and we were lucky enough to avoid most of the rain. I’d like to extend my thanks to the management group volunteers who were able to help on the day, and to all of the stallholders who were patient and understanding when the plan had to change at short notice.
- The feedback survey for the Fair has been launched, and is currently sitting at c. 70 responses. This will be worked into a review process engaging interested volunteers over the next term.
- There is a possibility that the work Freshers’ Fair 2016 will be completed over June/July 2016, earlier than in previous years. This would reduce some of the pressure on my successor, and provide a useful focus for clubs’ handovers.

“Making CSP Training more relevant and helpful”

- I have been assisting in the development of training sessions including Events Management, Finance, Health & Safety, and Funding Sources with the Activities team.
- I have assisted with the delivery of a number of New Club Officer Inductions. This has provided me with a good opportunity to meet and get to know club chairs.

- A scheduled session aimed at management group volunteers was cancelled owing to lack of time in the lead-up to Welcome Week. This will hopefully be delivered during either October or November.

“Improving the resources available to support you in your role”

- I have joined the group contributing to the redevelopment of the Union website, and am working on the Activities section, with particular reference to New Activities and Funding streams.
- I will be redrafting the following documents over the coming weeks:
 - Tours Policy – CSPB
 - Budgeting Mission Statement – Board of Trustees
 - New Activities Committee Standing Orders – CSPB
 - Activities Development Board Standing Orders – CSPB
- I will be consulting on the necessity and scope of changes to the following documents:
 - Felix Policy – Board of Trustees
 - Management Group Structure – Constitutional
 - College Space Agreement – College
- I will be creating the following documents:
 - Budgeting Policy – Council
 - Fair Use Policy for Union Spaces – CSPB
- I am looking into the possibility of recording club training sessions, and the creation of short video tutorials on key systems operations.

“Ensuring you carry the skills you learn into your future”

- I will be contributing to the review of Imperial Plus that is taking place this year.

Sports Review – “Creating a new Sport Strategy for Imperial that includes all”

- I have taken part in the first meeting to discuss the aims for a Sport Review, that will be under consultation during Autumn and Spring terms. The Review is a joint effort by Sport Imperial and the Union to align strategies, and to improve the general delivery of sport at Imperial.
- The scope and phases of this project are yet to be discussed.
- I have been communicating with the ACC Chair, ICSM President and Hannah Blandford from Sport Imperial on the plan for this year’s Varsity event, which will be a single day Multi-Sport event at Heston Sports Ground. Consultation on the other elements to be included in the day, and the presence/identity of a headline act is ongoing with the club chairs involved.
- I would like to engage student media and an external presence to ensure inclusivity as we go into the operational aspects of the day.

Outreach – “Making Club, Society & Project activities part of our local community”

- Myself, Lucinda, and Cyin were approached by College regarding the delivery of a new outreach program at White City campus similar to Hackspace. I will be contacting club chairs regarding their involvement in this.

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- I will be attempting to compile a report on outreach by student clubs and societies over the next few months, and working this into our Union awards later on in the year.
- I have been in talks with the Student Development team regarding the support we offer to new student outreach and social enterprise projects. This will be picked up with the new Student Development staff later this month.