

Reallocation of a proportion of the Designated Fund

Background

In October F&R approved a designated fund of £41,925 originally designated for renovation of clubs and societies storage spaces and to provide additional resources to fund core printing for appropriate club expenditure for the current financial year.

Current progress

To date, no expenditure has yet been made from the fund whilst the DPCS has been researching how best storage can be renovated to maximise the effect this funding can have on the issue.

Printing

I have calculated that the total requested funding amount for printing for this financial year will be approximately £9,000. These requests will be approved by CSPB who will most likely decide to fund this in line with the same rate as used to fund other club expenditure for this financial year (25-30%).

Storage

A large amount of work has gone into identifying the users of our storage spaces and what they are storing. We are also in the process of finding out the specific issues of each space and how we can overcome them. We are working with the societies using the spaces so that our plans have minimal negative impact. Specifics on the issues and proposed plans for each space are outlined below in appendix 1.

Amendments to the designation

After discussions between myself and SMG we have identified that the Health and Safety requirements we place on clubs are growing. As such, we would like to provide additional funding to clubs in the form of a grant which they can apply to.

Recommendation

We would like to propose that £5,000 of the Designate Fund is allocated towards this. The proposal is outlined below in appendix 2.

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Appendix 1 - Proposed Storage Plans

Storage – specifics

Reynolds Basement

Current research has led to progress being made in the Reynolds basement, with the reallocation of an unused room, the removal of a large amount of waste from the C&S store room and the discovery of an unused locker storage room. Plans are underway to purchase a cage for valuable AV equipment stored in the C&S store room and to redesign the layout of the storage shelves to maximise the capacity of that room. We will also be purchasing some more lockable storage units for further equipment. We have engaged with both the Building Managers and the Fire safety officer who have approved proposed plans for these spaces.

Beit – East Staircase

The drama society currently occupy most of the useable storage spaces on the East side of Beit Building. We have engaged with them leading to the removal of two and a half lorries worth of waste. Further plans here will be to involve campus estates and the drama society to consider the feasibility of large renovations to some of the smaller rooms on the east staircase (knocking down some plaster board to combine rooms) and improving access to the under-stage storage area.

Beit – Gym Storage and Dining Hall Storage

These spaces currently employ large heavy-duty shelving units for equipment to be stored in/on. Whilst it is a relatively efficient use of the space, issues lie with equipment remaining on the shelving units and not occupying the floor. Waste management needs to be used in these areas whilst we consider potential investment into lockable/separate storage units to limit the escape of equipment onto the floor. Here, we will also be considering the value of larger renovation work to remove some more walls/doors to increase the capacity of the areas.

Snooker Room

Whilst some storage is available around the edge of the room I am looking at increasing this without impeding on the snooker capacity of the room (there are two tables). We are also considering the usage of both snooker tables and impact/benefits of reallocating some of the space.

West Basement

This area works well for the storage of larger equipment or for storage space for clubs with large amounts of equipment. I hope to be able to move some of these into the new storage spaces outlined above and open up some more of the large cages available here to clubs with large equipment that can't be stored elsewhere. One of the issues faced here is the presence of rodents which we are working out how to fix.

Appendix 2



Health and Safety Funding for CSPs

Background

The Union has been inspecting the activity of a number of clubs and societies to identify any aspects of Health and Safety that have not necessarily been considered. A recent external audit into the Motor clubs outlined a number of areas that needed to be improved. Likewise, a recent internal inspection of the Concert hall and the activities of the Drama Society have also highlighted areas where health and safety considerations have been lacking.

Understandably there is a cost associated with fixing these issues, one which had not been budgeted for by clubs or the Union.

Proposal

Creating a 'Health and Safety' fund that clubs and societies are able to apply to. This fund will be available for all eligible CSPs to apply to with the sole aim of funding Health and Safety initiatives for the CSP's core activity. This fund will be allocated on an application basis, with applications being considered by a committee made up of the Head of Student Experience and Services, the Student Activities Manager, the Deputy President (Clubs & Societies) and student representatives (TBC – most likely students sitting on that year's CSPB), who will then allocate the funds based on criteria (appendix 3)

Timing

The committee will meet once a year, in the second term, with applications being open for a reasonable amount of time (a month) and the fund advertised appropriately through the All-Club-Officer Email and other social media as needed.

Budget

This first year, the fund will be sourced by reallocating £5,000 from the Unspent Grant pot. The future size of the fund will be determined by the committee after it has allocated the money and will be budgeted for by a relevant department.

Appendix 3 – Criteria for allocation of funds

1. Number of students affected
2. Risk to students, staff and the Union
3. Cost to the CSP (taking into account levels of SGI and Grant allocations)
4. Longevity of equipment
5. Relevance of equipment to mitigate risk
6. Presence of risk in a submitted annual risk assessment