

## Imperial College Union Council Report

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Deputy President (Clubs & Societies)

### Goals

#### Training of volunteers

- *This year I want to see a redesign on the training offered to our student volunteers, and will provide progress updates through these reports.*
- I have engaged with the Systems and Development teams with the aim of developing a more in depth online training resource base. This system will be a one-stop-shop for all training needs, be they club based or otherwise. Whilst still in early stages, it aims at making access to all training guide/manuals much easier and will involve a review of all the material currently available.
- Next steps – review the training guides on offer with the Student development team, ensuring that the information is up to date and presented in a suitable way. I will also look into launching new guides to cover aspects not previously considered.

#### Review of Room Booking procedure and systems

- We have scheduled a meeting with the team at college who are reviewing the room booking procedures across the entire university. We aim to review the procedure we currently have in place, make amendments and then send it out to CSPs.
- Next steps – to look into the potential of an interim system to ease the room booking process and to review and formalise the procedures we use.

#### Accessibility of information (openness)

- *The website is in the process of undergoing a redesign to change the look and several key features, this will hopefully make navigation easier for our members, and improve the way in which information can be accessed.*
- Next steps: I am aware that the Union's annual report is lengthy and not aimed at a student audience so I would like to work with the finance department to review this.

### Operations

#### CSPB

- Discussion about club use of funds and any restrictions that might be in place. Paper passed outlining the limits on committee spending.
- First round of New Activities and Activities Development are underway.
- Soft Launch of ICXP, the Union's CSP Accreditation Scheme, aimed at encouraging best practise in clubs. This will be under review throughout the year and a lengthy and in depth feedback process will be undertaken.

#### Sport

- Discussions about Varsity are continuing with progress being made.
- Applications for VarsityFest 2018 are currently be considered.
- We are also engaging with LSE about running an additional Varsity style event with them.
- The first meeting of the 'Sports Committee' (name TBC) has been had. In this we discussed terms of reference of the committee as well as the current version of the *Be Active* strategy.

Tuesday 5<sup>th</sup> December 2017

### Storage

- Reviews of the Reynolds storage area are under way – I have had meetings with the Building Managers and have been given approval to make some changes.
- There has been a successful clear out of the east staircase spaces, with two and a half trucks worth of waste being removed.
- West staircase storage spaces have become rather messy in recent days so there will be work undertaken to fix that.
- Currently reviewing use of storage lockers in the Union offices.
- Next step: planning and reviews of west basement storage.

### General club issues

- *Having the largest number of CSPs in the country, there are a number of day to day issues that need to be dealt with, from Event budget approval to lost passwords. These have (mostly) been dealt with in an efficient manner.*
- Of particular concern at the moment are Large Claims (>£200). This puts particular burden and risk on students so we are encouraging the use of Purchase Orders and the Union's Credit Cards.
- The west basement is currently experiencing biblical events (plagues of rats and flooding). We are working out the best approach removing to the rats (stop storing food, etc) and fixing the leaks.
- I will be working to refine the expectations had on clubs this year so that we can focus on the quality of our clubs now that we have such an amazing quantity.

As always, I am available in person and via email for any questions you may have on my report or the Union's work.

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