



## Imperial College Union Board of Trustees

**20.02.2019**

<b>AGENDA ITEM NO.</b>	21
<b>TITLE</b>	Deputy President (Finance & Services) Report
<b>AUTHOR</b>	Claudia Caravello, Deputy President (Finance & Services)
<b>EXECUTIVE SUMMARY</b>	<ul style="list-style-type: none"> <li>• <b>Union breakfast:</b> <ul style="list-style-type: none"> <li>○ Ended, due to financial reasons</li> </ul> </li> <li>• <b>Sustainability:</b> <ul style="list-style-type: none"> <li>○ Meat Free Monday campaign – launched as a trial in Jan, will not be continued, but a focus being made by College on increasing healthier food options now.</li> <li>○ Greening Imperial Week + Fairtrade Fortnight happening</li> <li>○ Great Exhibition Road Festival bar will be using reusable branded pint glasses</li> </ul> </li> <li>• <b>College Food:</b> <ul style="list-style-type: none"> <li>○ Big progress being made on introducing wider food variety, and healthy, quality options + meal deals.</li> <li>○ Hbar will cease to provide evening food during our bar hours, after the 1<sup>st</sup> March (last day of service)</li> </ul> </li> <li>• <b>Student comms and consultation:</b> <ul style="list-style-type: none"> <li>○ Lots of different methods being used</li> </ul> </li> </ul>
<b>PURPOSE</b>	Overview of current work. Board members to consider and advise, as desired.
<b>DECISION/ACTION REQUIRED</b>	None essential

# Imperial College Union Council Report

Claudia Caravello, Deputy President (Finance & Services)

## Introduction

My focus aspects for the year: sustainability, service quality, communication and engagement.

## Report on Progress

### Term 1 Recap of Projects

#### Union Breakfast

- This was introduced 24<sup>th</sup> Sept 2018
- At the start of term, the breakfast service was changed from 8-11.30am to 9.30-11.30am, and the menu reduced, for purely cost-cutting reasons.
- From the 18<sup>th</sup> Feb, the breakfast service will completely cease, and opening times revert back to midday in the bars.
- Since this decision, I have still read and summarised the feedback collected, in case useful in future.

#### Sustainability

- With Greening Imperial College have introduced many changes, including:
  - Banning single-use plastic cups in College main outlets - saving 850,000 cups a year!
  - Substituting plastic cutlery for wooden
  - Introducing a coffee cup levy
  - Allowing food to be served in your own tupperware, at portion-controlled meal outlets
- Meat Free Monday trial
  - Launched in January 2019 across 4 campuses, with over 35 outlets taking part, including all College and Union outlets, plus some franchises e.g. Pieminister and Silwood catering.
  - It was student campaign created from a combination of ideas that came from different undergraduate societies (VegSoc, ESoc, and APES), PhD students, and Masters student groups, with the help of many volunteers, Environment & Ethics Officer, Greening Imperial, College Catering and the Union.
  - A full calendar of stalls and events were run throughout the month and surveys used to collect data and also get the students to vote whether to continue the trial or not.
  - With the overall data being a dead split on “to continue or not”, College and I decided not to continue and instead increase the amount of healthy food options on campus as it was clear there was a lack, despite the demand.

#### CSP Sponsorship

- Process has been sped up, but does take a lot of DPFS time, and thanks to the role review, is looking to reallocate this task for the next academic year.

### Term 2 Projects

#### College Food

- 24-hour vending
  - Aiming to introduce 24-hour vending machines to campus which contain healthy, quality, hot meals and snacks, to help students’ power through those late-night study sessions. Idea backed up by results of student consultation.

- College Catering and I have taste-tested a selection of vendors and are currently finalising the vendors and locations of the machines. Hope to launch end of March.
- Food changes
  - Vegan café is replacing College café, I am involved in the design of this café.
  - SCR has gained a salad bar due to student demand.
  - Pizza/Pasta café is replacing the Fuel café.
  - JCR shop is getting hot sandwiches, pies, rotisserie chicken, hot dogs and a salad bar.
  - £3.50 meal deals are being introduced by College
  - All changes are based on student feedback

## Events

- Great Exhibition Road Festival
  - We shall be running a bar during the festival, and pledging to serve only from reusable, hard-plastic, pint glasses. The glasses shall be run under a £1 deposit scheme (a bit like large sports venues do).
  - Joint with College, we shall be designing them together, and splitting the cost. If all numbers are estimated correctly, we could make a profit from this, provided most people chose to keep the cups as a souvenir.
- Greening Imperial Week
  - Supporting our Ethics & Environment Officer run a Greening Imperial Week where we highlight the work Greening Imperial has done so far on campus, and other things students can try to help improve our sustainability.
- Fairtrade Fortnight
  - Working with College to put together a campaigns page highlighting why you should use Fairtrade products, and what is Fairtrade on campus.

## Other projects

- Union Finances Infographic
  - Have identified 2 other student unions in the UK that display finances in an easy way
  - Have set myself a deadline to complete this project by the 22<sup>nd</sup> March.
- Safezone App
  - Helping support College security and ICT in the development of this app, to help improve safety of students on campus, and also be able to send out mass communications during emergencies.
- Health & Safety Revamp
  - Working with Malcom Martin and Emelie Helsen on revamping H&S Committee

## Operational Achievements

### Communications to students to date

- 3 blog posts
- 3 Felix articles
- 2 campaign pages (which sparked students to write 4 of their own Felix articles about these topics)
- 1 Union news article advertising the launch of student consultation
- Regularly using Twitter, Instagram, Facebook, and sending my messages out through CU streams.
- Have kept my DPFS page fully updated and had excellent feedback from students on the visuals, content, and transparency.

### Student Consultation to date

- 24 hour vending – found relevant student business projects that had surveyed students on the topics
- Summer Ball and Spring Carnival - via Facebook polls, asking questions in my student meetings, and focus groups
- Shop revamp – have developed a full consultation masterplan with Rob Smith, Retail Manager, involving surveys, quick ipad votes at checkouts, focus groups, fun quizzes and competitions, polls and submission boxes. We have also come out with a comms plan of timely blogs and felix article announcements.

### Hbar

- Recently, College gave us one week notice that they would be stopping the evening food service in hbar.
- Managed to renegotiated this so that the final service date is the 1<sup>st</sup> March, not the 15<sup>th</sup> Feb, giving us more time to prepare alternate plans.

---

Want to know more? Have any thoughts, ideas, questions? Please get in contact!

 [dpfs@ic.ac.uk](mailto:dpfs@ic.ac.uk) |  020 7594 8060