



Imperial College Union Board of Trustees

26th February 2020

AGENDA ITEM NO.	
TITLE	Deputy President (Finance & Services) Report
AUTHOR	Fifi Henry
EXECUTIVE SUMMARY	A DPFS summary of ongoing work from last meeting of Board (December 11 th) to date of writing (February 21 st)
PURPOSE	<p>Overview of current work and future projects for Board to consider and advise if required.</p> <p>Verbal updates on:</p> <ul style="list-style-type: none"> • Summer Ball 2020 progress • H&S Management Tool plan
DECISION/ACTION REQUIRED	None

Deputy President (Finance & Services) report to Board of Trustees

Introduction:

The Union is generally on the up but is still at a low. The positives are we have our interim Managing Director, who has settled in well and is already implementing changes. The FiveSixEight and Union Dining Hall kitchens have re-opened, with better processes and oversight to ensure we're reaching a high standard. Leadership have started to find savings to try and get back on track for year end. I have sat on the interview panel for Deputy Venue Manager in the past month. The negatives are the Beit Venues team is soon to be empty, and the incoming E&C manager will be solo for a while. The number of meetings I have, both within the Union and with College, has increased significantly, reducing time available for day-to-day operational tasks. I have undertaken two major projects as part of the Services & Sustainability Board (SSB) – the Summer Ball and an overarching Sustainability Project. As I said before, and what has especially come to light this past month, good relationships within the Union and with College are being formed, and the year is looking better.

Two major personal goals to achieve by the end of the academic year are the Summer Ball and a H&S Management Tool – these will be provided as a verbal update.

Key goals:

Goal 1: Sustainability – Paused (see Goal 4)

Goal 2: Bars – In Progress

- H-Bar and FiveSixEight
 - FiveSixEight has food back up and running
 - A wider conversation took place with College and the Union around the purpose and usage of H-Bar, and what this should look like going forward. As a result, evening food service for H-Bar has been paused as a wider look at the offering and needs of the students is completed.
- Food & Drink Policy – raised at SSB, but further conversations required. Services Working Group discussed and will take to the February SSB where policies will be the main topic. In agreement with the Head of Commercial Services that this policy needs to be revised.
- Reducing food/drink wastage – meant to be part of the larger Sustainability Project, but SSB needs to be reassessed.

Goal 3: Food & Drink – In Progress

- Fusion replacement stopped(?)
- Still receiving requests for more inclusive food offering across campus.
 - College temporarily removed vegan food from SCR to drive sales into the JCR. Due to large student backlash, vegan options have returned to SCR.
 - With regards to halal options from Campus Services, the cold food options across campus (sandwiches and wraps etc) should all be appropriately labelled as halal, and the hot food chicken options on offer from College should also be halal. There is a lack of marketing and signs to raise

- awareness on this, and Campus Services are considering signposting to ensure all halal options that are available are clearly labelled and promoted.
- Union needs to consider a more inclusive food offering at FiveSixEight.
- TFD and I will be working on an Events team, to improve relationships and engagement with CSPs

Goal 4: Opportunities & Training – In Progress

- SSB
 - Transport, Union Shop, Ethical Investment, Advertisement, Fairtrade and Environmental Policies have been distributed between SSB members and were meant to be discussed at SSB in January 2020, but due to academic commitments, postponed to February 2020.
 - First campaign was meant to run in February 2020, but it quickly became evident that a small committee of already highly engaged students do not have the extra time (especially alongside studies and current commitments) to also commit to running a campaign. As a result, the purpose and scope of SSB needs to be reviewed and more concise.
- Finance Training for CSPs survey gone out to all club officers. Working with the Student Development Manager to review training on offer.

Goal 5: Clubs and Societies – In Progress

- Based on feedback from the Finance Training survey, Legacy Training Resources will begin to be implemented in third term before committee's formally begin their handover.
- Minibus price increase reduced from 5-6% to 2%, in line with inflation
- 363 contracts signed. Looking at streamlining the process through eActivities (foundations of which are made but need to finish and assess if realistically it makes the system more efficient. Will have a follow up meeting with the new Systems Manager, Ashley, as to what this mini project could look like).

Operational Achievements/Other Matters:

- Sponsorship Contracts
Signed 363 contracts. Still T a larger delay than before the year started, and increased number of meetings has reduced time available for b.a.u admin tasks and require out-of-hours commitment to get through the backlog.
- Summer Ball - Please see appendix
- H&S Management Tool – Please see appendix
- “Sabb’s on Tour” has thus far been a success. The aim is to improve outreach and comms with satellite campuses, but sessions held in South Kensington too. I have had sessions at South Kensington, Reynolds and Silwood, and the last 2 were especially useful and appreciated. I have included the Silwood summary paper I wrote, following the trip, for context, as there are wider issues and little oversight. This also raises potential issues about the lack of Union engagement with the ever-growing White City campus, and how we may wish to have a presence there.