

Imperial College Union
Minutes of Services and Sustainability Board
19th May 2021 – 6:00pm – 7.30pm

Minutes of meeting of 25th February 2021

Present

Role	Name
Deputy President (Finance and Services)	Sam Lee (Chair) (SL)
Arts and Entertainment Sector Chair	India Marsden (IM)
Council Representative	Michael Kohn (MK)
Ethics & Environment Officer	Chin Stephanie Yeung (CY)
Ethics & the Environment Campaigns Officer	Neha Yasin (NY)
DramSoc Representative	Ellen Redgrave (ER)
Bar Representative	Niamh McAuley (NA)
Council Representative	Ansh Bhatnagar (AB)
CHUG Chair	Dan Price (DP)

Observers:

Governance Officer	Victoria Agbontaen (VA)
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Absent:

Ethics & the Environment Community Engagement Officer	Jumana Ibrahim SalahEldin Mohamed (JM)
Ethics & the Environment Welfare Officer	Danielle Gimbosh (DG)
KNE Environmental President	Petchara Newson (PC)

Item	Actions
1. Chair's welcome and Introductions 1.1. Chair welcomed members of SSB to the first 2020-21 meeting and gave an overview of the new format that SSB will be operating in this year.	
2. Apologies: Danielle Gimbosh (DG)	
3. Minutes of Previous Meeting Minutes were confirmed	
4. Matters Arising/Action Tracker N/A	
Regular Updates	
5. DPFS Update 5.1. SL took the paper as read but gave a brief overview of the report, noting that there will be a Sponsorship review will be starting next week. SL noted that he is also involved in a staffing review, space review and commercial services review which have started to pick up this month.	Provide an update on staffing, space and commercial services review.
6. UCH Redevelopment Update 6.1. SL noted that he has met with the College's Project Manager and the project is now moving along quite quickly with the few last minor adjustments with the cost, timeframe etc. will be provided in 3-4 weeks. Once this is concluded, the project will start with an estimation of a 15-week timeline with a tentative finishing date at the end of July. 6.2. SL added that there has been concerns from Leadership about the ongoing work in Beit at the same time students may have to sit exams from their halls in Beit. Therefore, having construction work being done whilst having exams will not be a very considerate approach for the Union to take so the Leadership team will confirm whether the work goes ahead this year or next depending on the level of anticipated disruption. 6.3. DP noted that there had been some confusion over the plans for the IT cupboard which needs clarification as the drawings do not reflect what DP understood them to be and there is not yet a correct drawing. SL said this review will be providing fully specified details plans, with the main difference being the to level 2M extension on to the rake.	
7. Commercial Update 7.1. SL informed SSB that he will be meeting with the MD to discuss the opening plan for 568 and what that will look like. 7.2. SL added that the venues disciplinary policy is also being reviewed as the current one is out of date. 7.3. The commercial review will be starting on the 15 th of March, once the new Director of Finance and Resources starts full-time at the Union.	
8. SRI Update 8.1. SL noted that the SRI consultation will be ending on Monday and requested SSB to complete the form in order have to useful and valuable student input. 8.2. SL added that Abhijay is forming a SRI group where he will be addressing issues that target College-wide issues.	

Substantive Items	
<p>9. Food Sustainability Ideathon</p> <p>9.1. SL noted there was a Food Sustainability Ideathon which was run with different members of the Union and College. This involves group-led discussion about what the Union and College could do regarding food sustainability.</p> <p>9.2. NY highlighted that her group focused on issues on food on campus/food waste and instead of food being disposed of at the end of the day, it should be offered at a reduced price or give the food away at the very end of the day instead of letting food go to waste or letting the Soup society take the food to shelters.</p> <p>9.3. NY added that the group also analysed where people mainly eat on campus, therefore plastic packaging could be reduced if people are sitting down to eat and just immediately throwing packaging away.</p>	
<p>10. College's Food Sustainability</p> <p>10.1. SL explained that he has met with the College's Head of Food and outlined some key points from their discussion including, College trying to replicate what other organisations are doing instead of trying to pick a strategy that is right for all students. SL highlighted that student consultation on these matters are crucial and there needs to be student input before making any changes.</p> <p>10.2. SL noted that College will start a student consultation in the next couple of months and are still looking to introduce an organic range of products. SL urged College to start consultation on removing all beef from food menu's, meat-free Monday's etc.</p> <p>10.3. SL noted that layout of food retail services is also important as having sweets, chocolates and meat as the food options students see will encourage them to eat those type of foods as opposed to eating fruits and vegetarian options.</p>	<p>Provide update regarding the work on food sustainability changes at College following feedback from SSB.</p>
<p>11. ICU Strategy Aims Session</p> <p>11.1. SL explained that as part of the strategic plan, there are our aims which outlines what we should be doing and aiming to achieve as an organisation. SSB will be focusing on points 3,4 and 7 of the aims.</p> <p>11.2. SL questioned what a Student's Union should actively be doing to strengthen and help create student communities. SL added that the Union should be providing safe spaces for those communities to meet people and build friendships and relationships. ER said there should be safe spaces that are actually available, and people can reach people when they need to. MK added that there should be a procedure in place for students to be able to raise important things with the Union. For example, not many students are aware that they can come to Council even if they are not a member of Council.</p> <p>11.3. SL questioned what a Student's Union should be doing to facilitate personal and professional development of all students. SL highlighted that the Union should place more value on its student staff as it is a way of supporting the students financially as well as their long-term personal development.</p> <p>11.4. IM added that it is important to apply that not only to student staff but also to those who are in volunteer roles as they also require quite</p>	

large time commitments. IM expressed that the Union does not highlight how these roles can help you stand out for future job roles and your career. IM felt there was not a way the Union could provide long-term support for students to change the world around them which is a big goal to achieve. SL clarified he meant this in a way this can be done in a Union or College level to ensure we are the best organisation and improve the quality of the educational experience for students.

11.5. IM added that a challenge with student staff is that you lose the continuity that permanent staff offer and there will be higher turnover as students do not tend to work throughout the entirety of their degree. Therefore, it is important to keep the balance between the two and she would be weary of increasing the student staff numbers.

11.6. NM said that it may be good to have further opportunities for staff outside of the shop or bar but consider them for more admin-based roles which may allow for higher turnovers as new individuals can quickly pick up. NM added that it would be useful to provide staff with certificates or other proof of training and development that they can show to potential future employers.

11.7. SL questioned what 'back to basics' would look like for student staff. NM said that having the Managers have regular meetings with the staff as well as making sure the Union has meetings with casual staff on issues that may impact them and their roles and ensure they are kept up-to date.

11.8. SL questioned what 'back to basics' looks like for enabling students to have fun. IM suggested that running weekly events at the Union (with student consultation, focusing on what the students actually want) would be good to continue once things open up as it would be helpful to have different things to do.

11.9. IM suggested having a Union owned common room as there is not a lot of inter-departmental hang-out spaces for students where this is not an expectation to purchase food or drinks. MK and NM agreed this would be a good idea.

11.10. SL questioned whether we should be providing events over the Summer for students that is more than CSP related events. IM said it would be valuable to have the numbers of people who stay around Campus in Summer but there may be more people wanting to come to the Union in Summer as they have not been able to throughout the year.

11.11. SY said online presence such as Facebook and Instagram would be a good way to interact with students over Summer, especially for those international students. An example would be for students to share experiences of what they are doing back home.

Any Other Business

SL asked SSB is there something the Union should do at the start of July as a type of Summer Ball and congratulations for reaching the end of the year and asked SSB to let him know if they are interested in being part of a planning group for this. SL suggested planning a number of events over different days might be something the Union could do.

SY agreed this was a good idea but we should be careful that it does not become a 'Super-spreader event'.