

DPCS report to Union Council

India Marsden

Updates:

- **Welcome Week and Fair** We did it! Welcome Fair went well along with the whole week! It was very hectic and not without its issues but I hope it was good for everyone.
- **Interviews** I have been on the interview panel for several staff roles within the union - we are growing the team to ensure we can provide the best possible support. It's useful for me to give a potential CSP perspective, particularly for the roles I have been hiring for.
- **Staff Team** Working Closely with Connar and Sam, we have been developing the plan to expand the Activities team and thinking about what roles are required to support groups best. We are looking to recruit these later this calendar year.
- **Emails (and emails and emails and emails)** As a team, we are aware that we have not been on the ball when it comes to responding to emails. Lots of work is being done to try to respond to the emails currently in the inbox, and every member of the team is taking part in a dedicated hour a day to work on emails. As a team, we are also holding drop in sessions every day Monday to Thursday 2-4pm in person and online.
- **Processes** Part of the reason the emails are so much work, is that our processes are slow and tricky to deal with. We are starting to make changes to try to streamline issues, as well as we effectively use the team to do this. Some examples of these processes include (but are not limited to) Room Booking, Key Lists and Risk Assessments.
- **Enterprise Lab** The Enterprise Lab has created a Student Advisory Board to help ensure that they can provide the best services for students and CSPs. Certain groups have been asked to sit on this, and I am providing the Lab with details of student groups that are relevant to them. If you would like to be included and think you might not be, feel free to email! I also sit on the board to represent the union, so if you have issues or questions around it also feel free to contact me.
- **President's Community Fund** I am on the panel for the college's President's Community Fund, which aims to fund Capital Expenditure projects that improve the community at Imperial. We had a funding round in September that resulted in a couple applications being funded. The fund welcomes applications both from students and those co-created between staff and students, so if you are interested in making an application, I am happy to help!
- **Newsletters** The newsletters we regularly send out to CSP committee members have been going to spam (thanks college...). We are aware of this, and I have already contacted ICT but unsurprisingly they are not being helpful. We are looking at other ways of getting info out, watch this space.
- **CSP By-elections** The Autumn elections have happened and hopefully committees are looking a little bit more full now!
- **Graduation** I graduated last week! Feels a bit weird as I'm still going to be here literally every day.

Upcoming:

- Even more hiring!
- First Subcommittee Meetings
- Hopefully a chance to work on my objectives

Clubs, Societies and Projects Board (CSPB) Update:

- We have now approved new versions of the Activities Development Fund Policy, the New Activities Committee Policy and the Tour Policy, with minor changes.
- The Sports Exec Subcommittee Standing orders have been approved with no changes
- Subcommittees are elected. Tours committee is still looking for one more person so if you are a member of a CU or MG committee and are interested, let me know!

Objective Updates:

Objective 1: Training for CSP Committees - [Not yet started]

Currently, we are focusing on internal documentation so that the team can provide the best support, but aim to improve the student facing pages soon. In the meantime, the new daily drop in sessions (2-4pm, Mon-Thurs) can provide a way to find out more about a process and get help with any issues.

Objective 2: CSP Systems and Processes - [In progress]

We are rapidly uncovering more and more processes that we didn't know about. The focus right now is making small changes that allow things to be processed quicker, as there is generally a significant backlog. Once this backlog is clear we will be more able to look towards new processes.

Objective 3: Imperial Athletes - [In Progress]

Imperial Athletes development plans and budgeting has been sent out, with funds making it to the accounts soon. Upcoming work to find out how well these plans work for clubs will be done with the sports sector over the course of this term.

Objective 4: Communication (Response Times) - [In Progress]

We have started the process of scoping out the requirements of a ticketing system. The aim is to keep it simple for now, in order to get it in place asap. Looking around the market for suitable off the shelf products will be happening in the next few weeks.

Objective 5: Student Representation around Spaces - [Not yet started]

This objective still needs to be started.