

Clubs, Societies and Projects Board

Minutes

17th October Meeting, 6-8pm, held in Meeting Room 3, Beit Building, South Kensington

Attendance

Group	Name	Role
Imperial College Union	Christian Cooper (CC)	Deputy President (Clubs & Societies)
	Stephanie Yeung (SY)	Deputy President (Finance & Services)
	Robert Fenner (RF)	Activities Manager (Operations)
	Lucy Brown (LB)	Activities Manager (Events)
	Cat Turhan (CT) <i>until item 4</i>	Director of Membership Services
City & Guilds College Union	Daniel Zhou	President
	Isaac Lo	Clubs & Societies Chair
	Yirui Xu	Clubs & Societies Officer
	Zelin Shao	Treasurer
Imperial College School of Medicine Students' Union	Arjun Narendran	Clubs & Societies Chair
	Hamzah Raza	Vice Chair Sports & Arts
	Eric Albinyana Siegert	Vice Chair Volunteering & Academics
	Jemima Russell	Management Group Treasurer
Culture	Priya Gadiya (SG)	Chair
	Zhihan Winnie Wang	Secretary
	Stef Medvetskaia	Treasurer (<i>and Sports VC Team Court</i>)
Sports	Junior Mbah	Chair
	Teodor Triyaki (TT)	Treasurer
	Stef Medvetskaia	VC Team Court (<i>and Culture Treasurer</i>)
	Pip Moss (PM)	VC Team Field (<i>and A&E VC Media</i>)
Recreation	Enzo Amaral (EA)	Chair
	Thurston Blount	Treasurer
	Kagan Pekgoz	VC Games and Hobbies
RSM	Amelia Spindler (AS)	President
	Phoebe Houldsworth-Bianek	Vice President (Clubs & Societies)
	Hettie Holmes (HH)	Treasurer
RCSU	Deniz Beydagi	Vice President (Clubs & Societies)
Arts & Ents	Nathalie Tedfors-Lindell (NTL)	Chair
	Tom Gordon	Treasurer
	Pip Moss	VC Media (<i>and Sports VC Team Field</i>)
	Jasmine Ajaz	Secretary
	Ben	VC Music (Instrumental)
	Liberty Wright	VC Fine Arts
Community	Shahmir Durrani	Chair

Minutes

1. Welcome

Apologies noted from Julia Purrinos (RCSU President).

As it is the first CSPB of the year, all attendees introduced themselves (attendance on page 1).

2. Minutes of the previous meeting / actions arising / confidential items

The minutes of the previous meeting were **approved** without amendment.

Fresh start to action tracker for the 2024/25 academic year.

No conflicts of interest **noted**.

No confidential business **noted**.

3. Annual budgeting review

CC presented the annual budgeting review paper, noting that three key questions were to be discussed.

CSPB discussed the questions and wrote down key feedback.

Action — CC to collate feedback into document and present this to CSPB.

4. CSP Sustainability

SY presented the sustainability paper, alongside the ICU sustainability strategy.

SY noted, in summary:

- Organisation working towards building resilient future.
- Three main sections — university strand, holding them accountable to their strategy & aims / ICU focus on internal carbon footprint through audits, policies and processes / student strand, to become change agents — creating networks of students to affect change
- Sustainability framework for CSPs — want to get CSPB's feedback on it before confirming — please share over the year, this discussion is focused on CSP aspect.

CSPB discussed the questions and wrote down key feedback.

Action — CC to collate feedback into document and present this to CSPB.

5. Welcome feedback

CC asked for feedback from each management group on Welcome Week.

The feedback is summarised below.

SG noted: *Raining on welcome fair, one way system not necessarily working for some societies, some people want to go straight to a specific stall.*

CC noted that ICU would aim to conduct a 2-day fair next year, due to increasing attendance and lack of appropriate space.

TT asked: *how would it work when it's split over two days?*

LB noted that the fair would likely be split by MG/CU.

NTL added that we could use MGs more as info points to help.

CSPB noted:

- The queue at the beginning for registration was an issue, as well as the need to squeeze between multiple stalls in high-attendance locations.
- The showcase was not well advertised, and in a separate location, which affected attendance.
- Attendees didn't use the SUMS link — suggested laminated QR code for CSPs in future.

CC agreed with all the feedback and noted that it would be considered for next year.

PM noted that there were sports trials transport issues between ICU/Imperial Athletes, which may have been due to a miscommunication.

CC agreed and noted that clearer division of responsibilities regarding sports trials would be agreed next year.

PM noted that the one way system received bad feedback from CSPs.

HH agreed that the one way system, especially in Dalby Court was too busy, which resulted in a stressful time for stallholders. This also affected the stallholder handover.

EA noted that the outdoor location meant that items got wet — CSPs have sensitive equipment which cannot get wet.

EA noted that gliding couldn't bring glider and that the placement of the rec stalls made them feel forgotten, including the vintage vehicles.

CC and LB noted that the glider decision was taken due to health and safety and the need to keep the Queen's Lawn clear, due to the risk of an encampment or protests.

LB responded to the previous point regarding the outdoor locations stating that previous feedback had highlighted the unfairness in visibility of CSP depending on location, combined with the health and safety risks of an indoor fair, had resulted in this decision.

HH noted that RSM motor club brought their vehicle overnight with no security.

LB noted that there was security, albeit roaming, but acknowledged that the CSP was not happy about this. The CSP chose to accept this decision.

CSPB noted that the map was sent out too late so there was no notice that the fair was outdoors. CC noted this and agreed that further notice would be given in future.

AS noted that bookings in ICU venues during welcome week were not possible, and asked that this be communicated earlier in future.

6. Reports/updates

a. Chairs report

CC presented the chairs report.

There were no questions from CSPB.

b. Activities team updates

RF provided a verbal update:

- CSPs now need to use the ticket portal instead of email the Activities Team.

CT provided a verbal update on the ICU democracy review.

- Consultant has spoken to some volunteers at CSPB already, but if you think you should be involved but haven't been yet, please reach out to CT.
- Survey out now, please fill it out.
- All data gathered will help inform democracy review.

c. MG/CU updates

Sports

- Welcome week was successful with a couple of changes to sports nights. Keeping Metric open and new costings for drinks. ACC coming up, just finalising some logistics for the night.

Arts & Entertainments

- Added a new position and co-opting for this position during CSPB.
- Noted some problems with room bookings on the new system — Asked whether an auto-rejection would be possible for rooms already taken.
 - o RF/CC noted that unfortunately this is not a capability of the system, but this would be passed onto the SUMS team.
- Noted re: annual room bookings that some groups didn't hear back.
- Great Hall — some worries around storage and costings for the space.
Still waiting on exact dates of closure.
 - o LB noted that ICU will look at any increased costs associated with the great hall development.

Recreation

- Room booking, trip and event proposals, only approved a few days before the event.
Recreation noted that they would like more notice on the above.
- Missing one member of exec committee.
 - o CC noted that all MGs with missing positions can contact him if they would like them included in committee newsletters.

- Recreation CSPs recruiting members so that's great!

Culture

- No major updates.

Community

- No major updates.

Knowledge

Not in attendance.

ICSMSU

- Noted that they have conducted pre-freshers 1:1s with all CSPs.
- Freshers fortnight events are ongoing.
- Noted capacity issues in Reynolds which is being handled by the commercial team.

RCSU

- Pub crawl planned.
- Autumn ball — awaiting payments, sold out
- DepSocs all good!

CGCU

- All is good!
- Welcome dinner in progress.

RSMU

- Good turnout at RSM welcome events.
- Noted speed of proposals processed is not ideal.
 - o Upsetting suppliers due to late processing of finances.
 - o What to do with time sensitive concerns and balancing processes?

CC noted that the goal for response times is 5 working days, but acknowledged that this will be a long-term goal.

CC noted that if CSPs contact MGs, MGs can relay and discuss with DPCS/FS.

7. Sub-committee appointments

CC presented an overview of each sub-committee and asked for volunteers for each sub-committee.

CSPB ratified the following appointments.

New Activities Committee

Nathalie / Arjun / Priya / Enzo / Junior / Phoebe

Trips

Jaz / Shahmir / Thurstan / Teo / Hamzah / Zhihan / Zelin

ADF

Pip / Stef / Tom / Deniz / Hetti / Ewan / Jemima

Action — CC to pass on details to Activities Team for creation of sub-committee group chats.

8-13. Starred Items*

CC introduced the items and gave a brief overview of the key points.

All items passed without discussion.

Action — CC to pass on the motor club MG changes to ICU Systems to be finalised.

14. AOB

IC Rugby

PM presented an item regarding approving the re-allocation of grant from transport to ground hire, in order to reduce total costs for IC Rugby.

£2.9k grant was allocated for transport to Harlington, but the club have got an alternative ground nearer, which will cost less and reduce the need for transport.

PM asked that the transport funding be reallocated to ground hire, for the same core activity.

CSPB approved the request and noted that future decisions of a similar nature could be made by the DPCS and DPFS following this precedent.

CSP Behaviour Framework

RF and LB noted that the activities team recognise that students come to activities team distressed about their activity.

They noted that if CSPs have bad culture, the framework allows the Activities Team to address that and resolve that accordingly.

They asked that CSPB provide comments over email/teams on the framework, and they will publicise widely with CSPs once its finalised

End of meeting.

DRAFT