



**Date:** 30/01/2020  
**Time:** 18:00 – 20:00  
**Venue:** 2.20, Malet Place Engineering Building

### Activities Zone

#### Notes

**Chair:** D'Arcy McGuinness, Activities Officer

Members:	P	AP	AB
Clara Baltay, Sports Officer (Job Share)	✓		
Conrad Woolley, Sports Non-portfolio Representative			✓
D'Arcy McGuinness, Activities Officer, Chair	✓		
Difan Deng, Societies Representative – Departmental			✓
Elly Chaw, Sports Non-portfolio Representative	✓		
Ilyas Benmouna, Societies Officer			✓
Jim Onyemenam, Postgraduate Students' Officer		✓	
Joey Jepps, Arts Officer	✓		
Laura Dell'Antonio, Sports Officer (Job Share)	✓		
Megan McKee, Sports Non-portfolio Representative	✓		
Melissa Hanger, Sports Non-portfolio Representative			✓
Molly Hartill, Community Relations Officer		✓	
Sam Currie, Sports Non-portfolio Representative	✓		
Samuel Jones, Societies Representative - Performance Arts		✓	
Tanya Dudnikova, Societies Representative - Media	✓		

In Attendance:
Andrew McClean, Postgraduate Project Active Coordinator
Carol Paige, Democracy, Operations and Community Officer
Dan Fow, Societies Development Coordinator (Events)
Emer O'Driscoll, Policy Zone Assistant, Minutes
Katie Sykes, Sports Development Manager

**NB: This meeting was inquorate and so any decisions made are open to amendment from members within the specified timeframe.**

## 1. Preliminary Matters

The Chair asked if there were any corrections to the minutes of the previous meeting. There were none and so the minutes were approved.

The Reps selected to join the UCL East Student Forum at the last meeting confirmed that they had been contacted by the secretary of the Forum with details of future meetings.

## 2. Guest Speaker

Andrew McClean spoke to the group about the aims of Project Active and the initiatives to get postgraduate students involved in sport at the Union. They then asked the Zone members for any general feedback on Project Active and any tips on marketing to students.

Reps gave feedback that advertising Project Active outside of Union spaces (e.g. in the Study Centre) might be more effective for targeting postgraduate students. The Societies Rep for Student Media also suggested advertising at the gym reception.

Reps also noted that the timing of sports activities was one of the biggest barriers to postgraduate students' involvement, as many postgraduate students are not free on Wednesday afternoons.

### **3. Updates from Officers**

The Chair invited student officers to update the Zone about what they are working on at the moment.

The Chair (Activities Officer):

- They will be attending the NUS National Conference in March
- They are planning awards ceremonies
- They have recently affiliated 14 new societies
- They will be attending BUCS Nationals
- They have been in talks with UCL about using students in media campaigns
- They met with the UCL EDI team about working with clubs and societies' welfare officers
- They are working with UCL about potentially being accredited as a dual-career site

Arts Officer:

- 'Rhapsody' is currently on at the Bloomsbury Theatre
- More shows coming up

Sports Officers:

- Working on the Sustainability in Sports Photo Challenge
- Next week is Pride in Sport week. There are events planned, including a Glitteris night in Phineas

### **4. Announcements**

The Chair announced that the Union's NUS delegates have now been elected and that any student can submit a motion to be put forward at the NUS conference. Motion proposals will be voted on by the student body and confirmed at Union Executive.

The Chair announced that nominations are now open for all full-time and part-time officer positions in the Leadership Race. All students should feel free to talk to the current officers if they want more information.

The Arts Officer asked about candidate endorsements. The Chair clarified that election rules prohibit officers from endorsing any candidates for their own position.

The Sports Development Manager reminded members that they should encourage any potential candidates to run, as personal encouragement is the most effective way to get people to nominate themselves.

The Chair and the Sports Development Manager asked if members would be interested in

having a specific hustings for Activities roles. They felt this would be a useful opportunity for candidates, especially for the part-time roles, but in the past there has been low turn-out.

Reps felt that this was a good idea and that hustings should ideally take place on the Tuesday 17<sup>th</sup> March, to avoid a clash with the main hustings on Monday 16<sup>th</sup> and Wednesday afternoon sports matches.

**Action:** Members to encourage students to run in the Leadership Race.

#### **5. Quoracy for Clubs and Societies Elections**

The Chair introduced the proposed amendment to clubs and societies regulations. They explained that the goal of the amendment was to make sure that elections properly reflect society membership.

The Sports Officers noted that the only sports clubs whose memberships are large enough to be affected are Hiking and Snow Sports. The Sports Rep from Hiking noted that they had been planning to have an online election this year anyway.

The Sports Development Manager noted that this proposal also helps solve the issue of limited room capacity for AGMs.

The Chair moved to a vote and the proposal was unanimously agreed upon.

**Decision:** The amendment to clubs and societies regulations was carried.

#### **6. Refund Policy for Clubs and Societies**

The Chair introduced the proposed amendment to clubs and societies regulations and explained that refunds would be submitted online and dealt with on a case-by-case basis by Presidents and Treasurers.

It was noted that this would avoid problems of people exploiting the system by purchasing membership, attending events, and then applying for a refund.

There were no objections to the proposal. The Chair moved to a vote and the proposal was unanimously agreed upon.

**Decision:** The amendment to clubs and societies regulations was carried.

#### **7. Changes to Activities Zone Reps**

The Chair announced that an Amendment to Governing Documents would be voted on at the next Union Executive that would change the representatives on Activities Zone. They explained that the AGD would mean all Societies Reps (except for Student Media, Performance Art, and Non-performance Art) would become non-portfolio positions. They asked reps for any feedback on the change.

A Sports Rep asked if there would be any requirement for reps to come from different societies. It was confirmed that all reps would be required to represent a different society, as would all Sports Reps have to represent a different sports club.

All members were in favour of the AGD.

**8. Water Fountains in the Bloomsbury Building**

The Chair introduced the matter for discussion. They announced that they had spoken to the Union Estates Manager about whether this idea was feasible and that it was possible, but it might take a while as a pipe would have to be run through the building because there is no mains water source in the CSC common room.

The Sports Officers noted that the water fountain wouldn't necessarily have to be in the common room, just anywhere in the Bloomsbury building. The reps agreed with this point and the proposal generally.

**Action:** The Chair to speak to the Estates Manager and make a plan for the installation of a water fountain in the Bloomsbury Building

**9. Music Rehearsal Space**

The Chair introduced the matter for discussion.

The Sports Development Manager noted that they had spoken to the Societies and Media Manager to find out why Live Music Society had control of the room bookings. It was reported that Live Music Society store expensive equipment in the room and therefore had been given control of the room bookings, on the condition that they operated fairly. It was noted that the society have historically done a good job of managing the room.

It was proposed that, rather than taking any drastic action, the Chair will speak to Live Music society and try to resolve the issue. In the meantime, any students who have had negative experiences with booking the rehearsal room should speak to staff.

It was also noted that general issues about lack of music rehearsal space will be fed into planning of the Lewis Building refurbishment.

**Action:** The Chair and the Societies and Media Manager to follow up on the issue.

**10. Colours**

The Chair announced that the panel for Arts Awards will have issues with conflicts of interests and will therefore be inquorate for most votes. They proposed that inquorate votes should be decided by a different group and asked for feedback on potential membership.

The Sports Development Manager reported that when this has happened with the Sports Panel,

the Sports Panel decides the shortlist and then final decisions have been made either by an Executive Sports Committee or by the sabbatical officers. It was agreed that this system would work for Arts and will be put in place.

It was reported that there will be some changes to the Sports Awards. The Men's Football Club has proposed creating an award in memory of a member who recently died by suicide. The award would be related either to welfare or fundraising.

The Sports Officers agreed that a welfare award would be a good idea. The reps were in support of the proposal and felt that it should be a club award, rather than for an individual.

Sam Currie asked if it would be possible to add a distinction into Sports awards to recognise Varsity performance. The Sports Development Manager suggested that Sam should look at other universities for best practice and then put together a proposal for the next Activities Zone meeting.

**Action:** Sam to look into adding Varsity distinction for Sports Awards

The Sports Development also encouraged reps to promote the individual awards to their constituents, as these often receive fewer nominations than club awards.

## **11. Changes to Clubs and Societies Training**

The Chair announced that this year there would be changes to the training for clubs and societies Presidents and Treasurers. Instead of having a week of in-person training, there will be an online training period with one in-person session in the final week.

There was general support from reps for the change.

It was suggested that an event over the summer with everyone elected in the Spring elections would be useful, but would be difficult to execute due to the huge numbers involved.

Some reps reported that there was a need for better support for students on Year Abroad who could not attend the training, especially in cases where both the President and Treasurer are away. It was hoped that the new online component would help with this issue.

The DOCO suggested having in-person training in rooms with capacity for live Lecturecast, to enable remote participation. This would also make the training more accessible.

The Sports Development thanked everyone for their feedback. They reported that there is a Task & Action group working on planning the training and they would appreciate any student feedback sent via the Chair.

**Action:** Members to send any additional feedback about clubs and societies training to the Chair.

**12. 3 Day Welcome Fair**

The Chair reported that the Postgraduate Students' Officer is working on a plan for the Welcome Fair to last three days, with the last day just for postgraduate students. They noted that they had some concerns about the feasibility of this for club and society committee members, especially those from smaller groups. They asked reps for feedback.

It was noted that many societies don't have the capacity to do this as the Welcome Fair is extremely taxing.

The Arts Officer asked which days the fair would be on and the DOCO confirmed it would be the Friday, Saturday and Sunday of Welcome Week.

A Sports Rep suggested that it would be better to add extra hours to the two day fair, rather than adding a third day. Other reps agreed.

The DOCO noted that another option would be to have an online fair on a third day, where postgraduate students could talk to clubs and societies via live chat.

Sports Rep gave feedback on other problematic issues with the Welcome Fair, like the long queues and narrow traffic flow, especially around areas like the JBR. It was suggested possibly trialling tickets with specific timeslots to cut down on queues.

**Action:** The Chair and the Sports Development Manager to deliver this feedback in Welcome Fair planning meetings.

**13. Questions to Officers**

There were no questions to officers.

**14. Any Other Business**

Sports reps reported that there were issues with the table booking system for Phineas. They suggested the system could be improved if table booking were based on expected turnout. It was also suggested that there could be a system where Phineas could track each club's spending and then prioritise table booking on the basis of spending, like the system in place at ULU.

**Action:** The DOCO to look into changing the table booking system in Phineas

The Sports Development Manager congratulated Clara Baltay and Megan McKee on gaining places on the BUCS Student Leadership programme.

All members were encouraged to read the Disabled Students' Network's report on the discrimination faced by disabled students at UCL.

**Action:** Members to read the Disability Discrimination Report produced by the Disabled Students' Network

Reps were reminded that clubs and societies members should take the 'I Heart Consent' module on Moodle.

**Action:** Members to promote the 'I Heart Consent' training to clubs and societies members