



Chester Students' Union Democracy Review Tender – April 2021

Overview

Chester Students' Union exists to ensure students love their student life.

The organisation has been through significant change and is about to enter a new strategic plan that will genuinely put all students at the heart of what we do.

We have undertaken extensive research around what students want and need from us. This research has helped us develop our priorities for the next five years. It also identified as a priority the need to review our democracy structures. With student leadership and democracy being integral parts of a Students' Union, one of the areas we now wish to explore further and make necessary changes to is the roles and remits of elected officer roles, both our full time roles and Student Council roles.

Our current model has a President, Vice President Activities, Vice President Education, and two geographical sites Vice Presidents for Shrewsbury and Warrington. Historically roles have increased rather than be reviewed or changed. Alongside these roles are a Student Council and an academic representation structure.

Scope of review

The key areas we wish to review are:

- Which full time elected roles are most appropriate to support and represent University of Chester students?
- Which demographics do the current roles ignore, and how could these demographics be more fully supported?
- What democracy structures should be in place that encompasses part-time roles (currently one Student Council) to amplify the student voice effectively?
- How can different sites across a vast geographical radius be best served by student representation through CSU?
- How do we resolve that we often ask students from marginalised groups to organise liberation activity on a voluntary basis?
- How can issues from across the student body be effectively identified and resolved through CSU's democratic and decision making structures?

Timescale

This is work we are looking to take place from late May to July 2021. We anticipate all work to be undertaken online.

Deliverables

- Project plan agreed in advance with CSU detailing qualitative and quantitative methods to be used and timescale
- Undertake key stakeholder consultation with both one to one interviews and student groups of varying levels of engagement
- The final research report by the end of July 2021 answering the questions posed in the scope of the review
- Fortnightly update meeting with small groups of CSU staff and students supported by a written summary of key findings and activity



- Complete data set from research activity undertaken with CSU
- Two sessions with CSU colleagues on the outcomes of the report within the timeframe

Tender Process

Please send to CSU@Chester.ac.uk by the tender deadline the following information:

- How you would approach the work, including timescale, understanding our context and research methodology
- How will you ensure students from across the University of Chester sites and the wide breadth of student demographics are at the heart of the research?
- A reflection on the scope of the review
- Any support you would need from us to deliver the work
- Any conflict of interest you may have with working with Chester Students' Union
- A clear breakdown of the cost of delivery
- Experience and evidence of completing similar projects to this previously
- A summary that can be shared with any students or staff involved in the tender decision-making process (500 words max for the summary)

How will we shortlist

Our criteria for shortlisting is based on:

- How well your tender understands the scope of the review
- A commitment to inclusion, equality and diversity in how you will undertake the review
- Any experience of having undertaken a similar review in the past
- Any experience of undertaking research that has been transformative for an organisation
- The cost of your tender application (we are looking at a cost of approximately £5000 that includes any student incentives for participation)
- Proposed methodology for the review
- Your skills and expertise for undertaking a democracy review in a Students' Union

Timescale

- Deadline for tender documents to be sent to CSU@Chester.ac.uk Wednesday 12th May 2021
- Panel and presentation for shortlisted tender applicants Friday 21st May 2021

Additional Documents (available by emailing CSU@Chester.ac.uk)

- Chester Students' Union strategic plan research
- Chester Students' Union Love your Student Life Strategy 2021-2026 (currently in final draft form)

Contact

You may wish to speak to Eleanor Lewis, Union President and Matt Webber, Chief Executive, prior to submitting your tender document. To arrange a call, please email CSU@Chester.ac.uk