

Imperial College Union  
**Deputy President (Finance & Services) Council Report**  
*A note by the DPFS – Michael Foster*

### **Handover**

I received a comprehensive handover over July, going over everything I needed to carry out the daily activities of the DPFS. My thanks go to Ravi Pall, my predecessor, for this. At the same time, I attended various meet-and-greets with assorted members of College staff, as well as other training and handover events.

### **Responsible Retailing**

The Executive Committee passed the Union's new Responsible Retailing of Alcohol Code of Practice in July, along with No Violence and No Drugs Policies. It had been noted that our licensable activities (including the sale of alcohol) were out of line with accepted practice and licensing law.

Most of the items in the Code of Practice were not controversial – they included rules on what drinks promotions the Union could run, how we try and prevent crime and disorder, and how we will aid gradual dispersal from the premises. It also specifically bans the sale of spirits in more than a double measure, multiple spirits in one glass (both with the exception of recognized cocktails) or spirits served directly into draught alcohol products.

The aspects of the Code that attracted controversy were the new rules on consumption of alcohol. Specifically, the issue causing most concern was the ban on all-inclusive event tickets that include large quantities of drinks in the entry fee. There is a new limit of 8 units of alcohol provided free at any social, which roughly equates to 4 pints. This was met with strong resistance by some members of the Exec, as well as other concerned parties, but was inevitable in order to comply with our licence.

### **Bar Night Rules**

In order to comply with our new Code of Practice, the DPCS and I developed a new set of guidelines for Clubs, Societies & Projects (CSPs) on how they could run bar nights. In order to make bar nights sustainable and to comply with licensing law, the Union can no longer sell kegs of beer at cost price to CSPs. However, we were still keen to find a way for CSPs to benefit from a bar night, so the Union now offers a 10% discount on bar tabs for bar nights. The new policy also gave more details on the actual process of booking a bar night. Hopefully this will enable more CSPs to run successful bar nights easily.

### **New Drinks and Prices**

We have just started serving our new drinks line-up in our bars. These seem to have gone down well from anecdotal evidence. We also increased our drinks prices at the same time. The rise was relatively small, but as prices hadn't risen for two years, we had to catch up with two years of duty rises, inflation and VAT rises. We will, however, be running drinks promotions on Wednesdays and Fridays in Metric.

### **We Are Metric**

One of my objectives this year is to get every We Are Metric night filled in the first two terms, and for every night to have an average total bar spend above £2000. The Entertainments Committee and I have met once already to go through some of the applications to run We Are Metric nights in

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10<sup>th</sup> October 2011

the Autumn Term. At the time of writing, six events have been approved, and at least nine more are yet to be assessed. If all were approved, that would leave only four slots left.

### **Commercial Services Manager**

Our Commercial Services Manager, Darren, has resigned from his position. We are now advertising the position externally, and we look forward to seeing the applications. The rest of the senior management team has taken on the role's responsibilities.

### **Casual Staff Recruitment**

Earlier this week we had our part-time staff recruitment and training days. 286 hopefuls applied and around 150 were invited to our selection day, after which roughly 100 were hired. The first shifts started on 28 September. All reports indicate that we have a good bunch this year, and I look forward to their contributions to the Union's commercial services.

### **Welcome Week**

The preparations for Welcome Week are inches away from completion. We are again running the Mingle over two nights to accommodate all the new intake, and tickets for the Freshers' Ball are selling fast. The DPCS has been working hard to prepare for Freshers' Fair and the Afterparty. This will be the first year in which we have the new bars fully operational for Welcome Week, and a great opportunity to show the new intake what our facilities can offer.

### **Online Finances**

Personal claims were all moved online over the summer. We have successfully processed a good number already. Some issues were raised in the testing period and in the first couple of weeks of the system being live, but these have mostly been resolved. We have also identified some areas for improvement in the future, but we are in general very happy with the system, and by all reports, club members are too.

A system for clubs to create their own Purchase Orders is set to go online on 1 October. At the time of writing, the system is ready to go, and the last bit of testing is being carried out. Following this, the next aspects of CSP finances to go online will be income, invoicing, internal transfers and event budgets (in that order).

### **Summer Ball Post-mortem**

I wrote a survey to attract views on the success (or otherwise) of last year's Summer Ball. I received a wide range of responses, and I have summarized the findings in a separate report. The total loss was sizeable – more details on the figures is in the same report.

### **Vans**

One new 15-seater Union minibus has been purchased. It is currently parked at Woodlands, with an aim to move it to Charing Cross.

### **Leave**

I was on leave from 11-31 August and 14-19 September.