

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

**Welcome Week**

Welcome Week was an unqualified success. Thanks in part to having Metric and FiveSixEight open in Welcome Week for the first time, we had record numbers of people in the bars and unprecedented takings. My thanks go, as always, to all the permanent and casual staff that worked so hard to make the Week a success.

**Responsible Retailing**

The reaction to the Code of Practice is still taking up a lot of my time. This will be discussed in more detail when I present the Code, as mandated at the last Council.

**Bar Nights**

Similarly, these have been taking up much of my time. I have given a presentation to the Clubs & Societies Board, explaining the reasoning behind the procedural changes. This seemed to be warmly received.

**Online Finances**

As promised at the previous Council, purchase orders have gone online for Clubs, Societies & Projects. They have also gone online for Union staff. As with the online claims, there were a few initial problems, but these have mostly been resolved, and more and more groups are using this system with success.

Following purchase ordering going online, all income forms and sales invoicing was put online as well. This means clubs can now raise their own invoices for sponsorship, once the contracts have been fully signed by the DPFS and given to Finance. Internal transfers and charging are imminent, with event budgeting to follow.

**Event Budgets**

I am trying to keep a closer eye on the events that clubs run, paying particular attention to whether they have budgeted for the event or not, and whether the event lives up to predictions. This control has not necessarily been very strong in the past, and clubs have been known to lose a lot of money on events. Hopefully this oversight will help to avoid these kinds of losses in the future.

**Kent Union Visit**

I, along with many other Union staff, visited Kent Union in Canterbury on Friday 21 October. Our incoming General Manager, who joins us from Kent Union, gave us a tour and we had the opportunity to talk with our counterparts and discuss best practice. It was a very interesting trip, and I have certainly taken away a lot.

**Graduation**

I joined some of the other Sabbatical Officers (and about 2,000 more students) in graduating on Commemoration Day. I had a wonderful day of celebration, as did many others. As with Welcome Week, I have to give thanks to all the staff working on the day (and in the preparation) for making the day so memorable.