

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

Online Finances

The Christmas holidays saw eActivities shut down for a few days while the systems were updated. One of the outcomes was that PDFs can now be uploaded straight to eActivities as evidence to support a claim form, avoiding the need to convert it to an image file.

Club Budgeting

Budgeting is now open. Management Groups should start advising their clubs on how to complete their budgets. Guidance is available in the budgeting guide online.

Commercial Services Manager

Our new Commercial Services Manager will start on 23 January. I look forward to him starting and our working together.

Entertainments Strategy Working Group

I have invited volunteers to take part, and at the time of writing am waiting to hear back. An initial meeting will be organised once the group has members.

Events Risk Strategy

I am working on an Events Risk Strategy for large-scale events. This will be a set of suggestions and guidelines for event planners (both in clubs and the Union) in managing the risk inherent in large-scale events. For instance, it will ask planners to lay out when they need to commit expenditure, so that they know what can be cut if ticket sales are lower than expected. This will not be used for club dinners and general social events; it will be geared towards the showcases and balls that require a much larger expenditure. At the moment, I do not intend to make it a compulsory part of organising an event; rather, it will be a tool available to event planners if they should choose to use it.

Functions Review

We are currently undergoing a review of what we offer to both students and externals in our functions. We are comparing our provision to that of College and other local competitors in order to come up with deals that will be attractive to our student membership and external customers.

Summer Ball

An initial budget for the Summer Ball has been created, along with an outline of the event. Details will soon be discussed with the Executive Committee, and will come to the next Council.

Calendar

As requested, I attach three-weeks'-worth of calendar print-outs. Council asked for a whole month, but I have been on leave for much of the time since last Council, so I didn't feel it would be relevant. I am happy to provide a verbal update if asked.

Leave

I was on leave from 19 December to 6 January.