

Deputy President (Finance & Services) Report
A Note by Christian Carter - Deputy President (Finance & Services)

Clubs and Societies

Systems

The server which hosted the online finance pages has now been opened for external use from College. This means the transactions, transport and budgeting pages can now be accessed securely from your home computer.

Events

I still continue to meet with the organisers of the bigger events; East Meets West, Mega Maali and the Bahngra Showdown. Please emphasise to your clubs that they should be sending you their event budgets for all planned events.

Budgeting 09/10

The second online system has now been rolled out. That means budgeting is open for clubs and remains open till midday on the 8th February. So far, only 10% of the clubs have had a go. Please tell your clubs to try out the system sooner rather than later and to email me if they run into any technical difficulties. So far everything seems to be running smoothly.

My thanks again to the *Systems Manager* and the *Web and Database Systems Consultant* for writing the system.

I have set up budgeting demo meetings which will be run by myself and/or the DPCS to show clubs how to use the new system. Dates for which have been emailed out.

Catch up Meetings

There have only been one or two CSCs who have not been able to meet with me. I hope to meet them in the next two or three weeks.

Room bookings

It has been brought to my attention that clubs have been able to book food for Union room bookings without the proper level of authorisation from the CSC. This has led to one club becoming in debt, I am currently looking at a practical solution to this problem

Tours

The spring term tours meeting of CSB is a week today, so far I have only received 4 tours. Please pass on any tours you have received asap.

Summer Ball

Work continues this term. We are currently discussing the acts and guest speaker for the ball. Any suggestions welcome.

Tickets are now on sale – that's just for your information, not a shameless plug!

I am continuing to meet with Conferences to discuss various options for catering and ticketing solutions.

Feedback

I have been reviewing your feedback from the Trading Survey, there are quite a lot of comments to go through and most of them are actually sensible. I will be selecting the ideas that come up the most and discussing them with the operational managers to see if they are practical. We will be producing documentation in the near future to show you what changes we have implemented from your comments.

Union Webserver

The "heaps" replacement is still sitting in the server room in College. It seems to be taking longer than expected to set up the entire technical end at College so we are stuck twiddling our thumbs at the moment. I still think the end of Easter Holidays target will be met for moving all websites over.

Accounts

After reviewing early figures for December, it appears we are doing well this year, financially speaking. Although there are still some areas of concern, a strategic review of these services is being discussed.

Council
19th January 2009

Credit Card Policy

I have reviewed the way ICU use its credit cards and have drafted a new policy on this matter. The procedure behind using the card is being looked at by finance.

Capitalisation of fixed assets

There have been a few issues with the clubs who capitalise their fixed assets. I have had a meeting with the Head of Finance and the Systems Manager to discuss this, a solution has been met, which will result in a change in the way the balance sheet is displayed on the club finance pages. It has also been suggested that the limit for capitalisation of fixed assets be moved from 10K to 5K.

Richmond Orientation Fair

I went to the Richmond Freshers Fair as I did last Summer to advertise our Clubs and Entertainments to the associate American members. Please make them feel welcome when they come to partake in our activities etc

CLC – 16 January 2009