

Deputy President (Finance & Services) report to Union Council

Fifi Henry

Highlights:

- Finance Management with CSPs
- Summer Ball

College Meetings & Prep	Student + Union Meetings & Prep	Operational work (day-to-day)	Project work (major goals)
0%	35%	40%	25%

Updates:

- Summer Ball
 - Theme consultation extended to October 23rd – a week behind schedule, due to difficult with marketing and unable to execute lecture shout-outs in time for Welcome Week. Top themes will be put to the student population after a discussion around how the Ball will run at the Board of Trustees on Wednesday 30th October – *will update at Council*.
 - Summer Ball committee set to meet November 4th
- Feedback forms for FiveSixEight
 - Decided to incorporate questions to indicate customer attitude towards food, drink and service.
 - Design for paper forms completed, needs printing.
 - Issue with QR codes being lost/thrown out
- Student Switch Off campaign in halls
 - Ambassador Training taking place Thursday 31st October
- 177 sponsorship contracts signed (to date) – 77% increase than last year

Upcoming:

- New College outlet tasting session on November 7th
- First SSB meeting

Key goals:

Goal 1: Sustainability – In progress

- Student Switch Off campaign – training days set for October 31st.
- Alternative to Meat Free Mondays – no further updates

Goal 2: Bars – Started, but paused

- H-Bar
 - Gaps in the management structure of Commercial Services have been filled, but the Head Chef is leaving his full-time position to work 3-days a week.

- Decision was made to put the development of a h-bar food offering on hold. Will be re-evaluated in January 2020. DPFS and President looking into alternative solutions.
- Food & Drink Policy – will discuss at SSB (November 14th)
- New club/events – no updates
- Reducing food/drink wastage – will discuss at SSB (November 14th)

Goal 3: Food & Drink – In Progress

- FiveSixEight new menu
 - Initial issues with presentation have been addressed by introducing spec cards and outlining expectations with all staff (kitchen and bar) to ensure better quality control
 - Feedback link on my DPFS Union webpage whilst paper forms printing and re-evaluating QR codes

Goal 4: Opportunities & Training – In Progress

- SSB did not have membership (<30%) in place ready for first meeting, so was cancelled, but ready for meeting on November 14th.
- Summer Ball committee will sit under SSB – key stakeholders have preliminarily been contacted, waiting upon decision made by Board. Likely to meet before first SSB due to time constraints.
- CSP training (see below)

Goal 5: Clubs and Societies – Not Started

- Looking at creating a legacy training resource that consists of:
 - Updating information on training hub
 - Creating new documents relevant to sections of the training hub that require further detail – this will be passed on to the DPFS successors to edit according to relevance each financial year
 - Video tutorials/run throughs to ensure healthy financial management
- Minibus Policy to be discussed at SSB