

Executive Committee updates from Sabbatical Officers

President

- Recruitment of new Finance Manager – one applicant so far
- Documentation of financial procedures – Counterculture will begin at the end of the month
- The Strategic Plan – currently tendering out after receiving an offer of £30,000 from Red Brick
- Office moves – there has been a lot of discussion about moving personnel around so that Finance are all together
- Budgeting has begun – we will know our total subvention in March but C,S&P budgeting and RWB budgeting has begun

Deputy President (Clubs & Societies)

- Tours and budgeting – ongoing, tours meeting held and allocations pending however there was a poor turnout. Budgeting seems to be progressing well.
- Student-led Projects and Arts Imperial. There is more work to be done on finalising the processes surrounding student-led projects that are too complex to assess in house. We are working on this with Lorraine Craig. Arts Imperial is progressing well and are finding additional rooms which a reasonable to practice in.
- Projects, need website updating, as do student-led projects (see paper)
- Clubs turning to projects – see paper
- New sports partnership administrator Hannah has started

Deputy President (Education)

- Feedback Policy – waiting for Lorraine Craig (ESE) and Tony Fields (Computing) to make the final changes; meeting them on Thursday to discuss the final document. At RWB it was decided (via silent consensus) that the Union will be drafting a feedback policy to complement the Union/College Feedback guidelines.
- NSS – will be hitting promotion hard for the next week and finalising the participation rate bar chart.

Deputy President (Finance & Services)

- Project Zulu (Online Claim Forms) - Finalising user reqs, counter culture to advise on certain areas
- Budgeting is open - C&S's Projects, FU's, CAG, & RAG are currently applying for CSB, RWB and Exec funding. Total subvention income for 11/12 will be known mid March.
- Currently recruiting the Assistant Bar Operations Leader position – 1 Internal applicant so far
- Customer Service – Collating feedback from student staff. Also planning secret shoppers with the aims to further improve feedback.
- Summer Ball – Need to confirm a date (Operations manager to advise), Formed a summer ball working group from the entertainments committee.
- Tours – Calculating spring tour allocations. Waiting on follow up from IC Trust for additional funds.

Deputy President (Welfare)

- Meeting with Welfare Officers on Wednesday to discuss campaign week and welfare campaign budgeting-other members of RWB are budgeting under their own sections (FU etc.)
- Sorting out the welfare rep structure by organising training for the different groups of green reps and training and restructuring the Halls Reps.
- Filling out Fairtrade paperwork to be sent off asap.
- Finalising and creating the campus welfare stand
- Planning and publicising SHAG Week, the Limits campaign and One World Week.