

Introduction & Background

Oxford and Cambridge Careers Handbook (OCCH)

The 2010 edition of the OCCH, due to be published in Michaelmas 2010, will be the last edition in the current three year contract with St James' House publishing company, with the contract having represented a significant level of income to CUSU (c. £80,000 per year) over the last few years. CUSU Sabbs and Staff are currently in the process of establishing a new contract to begin with the 2011 edition, and we are confident that CUSU will be able to maintain a similar level of income in the future, continuing a good relationship with any external publishing company involved.

Up to the 2007 edition, OCCH was published "in house" by CUSU and OUSU and the income for each year's edition was accounted for during the year of publication. From the 2008 edition and the beginning of the SJH contract, the income from each edition was accounted for during the year **preceding** the Michaelmas that the edition was been published (see diagram below). This accounting system meant that the income from the 2008 (SJH) edition was accounted for during 2007-08 as well as the income from the 2007 (in house) edition.

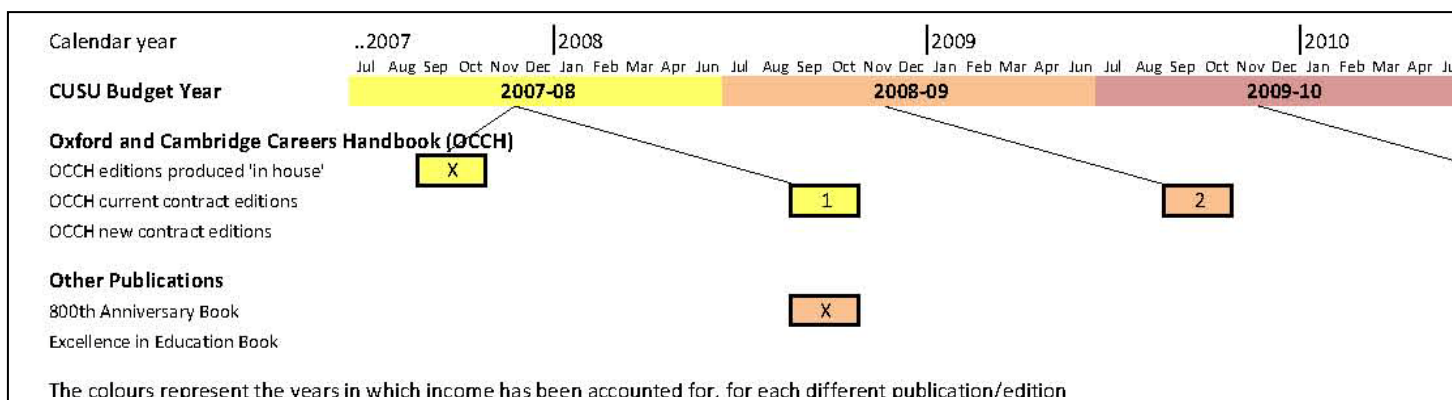
This accounting system is not best practice, and we are looking to "re-set" the system of accounting, so that each edition's income is accounted for during the year of publishing. This means that the income for the 2011 edition of the book will be accounted for during the 2011-12 academic year; leaves a significant reduction in income from this stream within this budget for the 2010-11 period.

Some of the reduction of income from OCCH during 2010-11 will be replaced by a one off £35,000 arrangement with St James' House for a publication "Global Education and Skills" in Autumn 2010, that will be available to Cambridge Students free of charge (in a similar manner to the 800th Anniversary book).

CUSU-GU Student Advice Service

During 2010-11, CUSU and the Graduate Union (GU) will be setting up a joint CUSU-GU Student Advice Service. This will enable students to receive improved support, advice and advocacy from a professional Student Advisor and the Sabbatical Officers involved in the Service (CUSU-GU Student Support Officer, CUSU Education Officer, CUSU Women's Officer, GU President); alongside improved training and support for JCR, MCR, CUSU and GU Officers.

The cost of this service is being contributed to by CUSU and the GU as well through a new grant from the University of £33,500 per year. The funding for this service will be administered by CUSU on behalf of CUSU and the GU, and as such the budget for the service for 2010-11 will be approved by both CUSU and GU Councils.



Models presented to Council

Due to this reduction in budgeted income from OCCH during the 2010-11 period and due to the setting up of the new CUSU-GU Student Advice Service, I have gone through an extended process of budgeting. I have considered multiple models, and gone through multiple revisions of each model to reach this point where I have chosen to propose two models to CUSU Council for a choice between them.

In budgets written over the last few years, the spending on a number of key areas of campaigning and representation (e.g. Education campaigns) have been cut bit-by-bit in response to pressures on income. In both of these budget models for 2010-11 I have sought to include projections of income that are as realistic as possible, as well as looking very fundamentally and broadly at CUSU’s priorities and allocation of funds. This has resulted in expenditure in some areas of campaigning and activities being increased, and in other areas reduced.

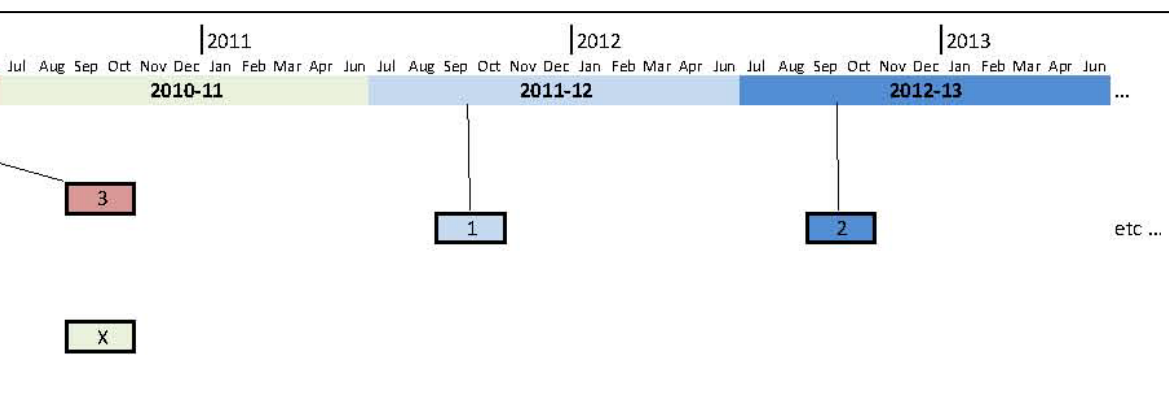
I believe that both of these models represent sustainable and reasonable models of income and expenditure during 2010-11, and allow CUSU to fulfil its aims and objectives. Additionally, the CUSU Trustees have also been consulted on these models’ abilities to ensure that CUSU can fulfil its charitable objects and remain legally and financially viable – and have given their approval for both models to be presented to CUSU Council for choice between them.

Details of the differences between the models can be found from page 8. For note, the factors that I have considered include:

Reserve usage

CUSU’s reserves are the total assets that CUSU holds at any given point in time, they are made up of a combination of cash, debtors, stocks, fixtures and fittings, furniture etc. Under our internal policy (see page 28) and Charity Commission Guidance, CUSU must “*maintain a level of liquid or semi-liquid reserves at a level that could sustain approximately six months of operating expenditure in the event of a catastrophic disruption to the union’s income.*” Also under internal policy, CUSU may only carry out a planned expenditure of reserves if “*the Coordinator and the CUSU Council have both approved an expenditure of Reserves, the Democracy and Development Team has certified that the expenditure is Constitutional, and the union’s appointed auditors have approved the legitimacy of the expenditure.*”

The level of CUSU’s reserves define the union’s ability to respond to emergency or unexpected situations that may arise (e.g., a court judgement against the union’s assets, the sudden bankruptcy of a major debtor, or the destruction of significant CUSU property) and any decision to approve a planned expenditure of reserves should be taken with due care and a detailed balance of the effects on short-term activities and longer-term financial stability.



At current operating expenditure, half of CUSU's annual operating expenditure is equivalent to around £200,000 and CUSU's total funds carried forward at the end of 2009-10 are projected to be £219,545.14. It is worth noting that there is a great deal of variation in CUSU's total funds throughout each year, because the two cycles of income from business activities and student services, and the expenditure on core activities during each financial year are not aligned.

The projected reduction in the income from OCCH during 2010-11 could be addressed by a planned reduction in the level of reserves that CUSU accounts for, and this has been included in Model 1. This would result in the budgeted expenditure for during 2010-11 being £19,000 more than budgeted income, and would result in the level of reserves that CUSU accounts for accurately reflecting the true level of income and expenditure through the year.

Model 2 gives the budgeted income and expenditure through the year as being equal, with no change in the level of reserves that CUSU accounts for. This would mean a one year reduction in the level of expenditure to match the level of income that can be accounted for during the year.

Staffing and sabbaticals

All of CUSU's Staff and Sabbatical Officers provide very specific functions within the organisation, with very little overlap or duplication of function or responsibility, and with no function being carried out unnecessarily or without very clear purpose and reason. This means that losing any proportion of a Staff member (Full-Time Equivalent, or FTE) will quickly have an impact upon CUSU's ability to fulfil its aims; and as such no redundancies or large reductions to hours have been included in either of the models.

Both models include the modification of the Ents Manager's role, such that over the entire year 0.5FTE will be spent on CUSU Ents related activities and 0.5FTE will be spent on generating advertising revenue from local businesses through Publications, TCS and CUSU-MS. This will make more efficient use of the Ents Manager's time and should bring in significant income of £9 - 10,000 during 2010-11.

Model 2 includes a reduction of the Union Development Manager's (UDM) position to 0.9FTE, proposed as a one-year change to the contract during 2010-11 implemented through 22.5 days unpaid leave. This leave would be taken outside specific priority periods defined by CUSU. This change would enable the UDM to continue with staff management responsibilities and support for sabbaticals in long-term development, but with a reduction in specific project or development work carried out.

Services to students

I have continuously sought to balance the level of service we provide to students with the income streams that they additionally provide, which is often a complex process (e.g. seeking to increase the income generated through advertising in TCS and ZINE does not automatically equate to increasing the number or size of editions published, increasing the income generated through corporate stalls at the Societies Fair must be balanced with the service provided to students of stalls for societies...)

Campaigning and representation activities

Finally, ensuring that campaigning activities can be carried out in the best possible way is core to the budgeting process, allocating funds in the most efficient and accurate way. On this note, it is worth clarifying that the fact that CUSU budgets £150 to the Sexual Health Officer and £1,700 for elections does not indicate that CUSU values Cambridge students' electoral participation over thirty times more than their sexual health! A pound "goes" a lot further in some areas than others, and can give very different levels of return when used in different ways.

Other Major Points of Note

Entertainments

CUSU Officers have been stating for many years now that "the union does not wish to subsidize entertainments activities in the long-term", and I continue to believe that this is a valid and accurate position. However, after a decline in the number of different nights that CUSU runs, the union is now heavily dependent on the amount of income generated by just 2 very successful nights (SUAD and Rendezvous). This is a relatively unsustainable situation as additional competition or unexpected events could seriously impact upon this income stream.

As noted previously, the CUSU Ents Manager will now be involved in income generation from local businesses, through advertising in publications, CUSU-MS etc, which will reduce the amount of staff time (and hence proportion of salary costs) that will be expended in running CUSU Ents. However, I shall be recommending to both the relevant Staff and incoming Officers that the stability of CUSU Ents is kept under close review over the 2010-11 period.

Salary and Staffing Costs

In advance of the elections, CUSU Council approved the Sabbatical salaries for 2009-10 and agreed a baseline figure of 0.5 percent increase in salary. This has been applied to all other CUSU Appointed Staff members, and along with an increase in the level of National Insurance (NI) contributions from April 2010 and the development of pension provision for CUSU Staff, there are core increases to salary and staffing costs for 2010-11.

Affiliation Fees

Affiliation fees were reviewed as one possible source of additional funding that could be used to create balanced budget models with cuts that were not too deep into central projects. However, through a process of reallocation of expenditure and a full review of income levels for 2010-11, both budget models only call for an increase of 4%, giving rates of £6.70 per undergraduate, £3.00 per postgraduate student and £1.50 per PGCE student.

Also, after our recent experiences in collecting the entirety of the 2008-09 fees and the very positive initial collection of the 2009-10 fees, our expectation of collection rate has also increased to 100% of affiliation fees.

Cambridge Admissions Office (CAO) Funding

From 2009-10 CUSU has been able to bid for funding for Access activities from CAO on a per-project basis, to fund the cost of carrying out specific activities up to a total of £5000 per year. This means that CUSU is able to carry out our excellent Access and Widening Participation activities much more sustainably, some of the with the previous funding that

had been allocated to the Access and Funding Team from “internal” sources available for other key campaigning work.

Financial Times (FT) Scheme

The FT Scheme has not seen an increase in price in a number of years. Additionally, it has not been actively promoted in any way for a number of years, therefore an increase in the price (to £3.00 per week, 40% of cover price), alongside increased promotion of the scheme is projected to result in additional income of £2300 per year.

Estimates

It is important for the Coordinator, in conjunction with staff and officers, to prepare estimates and budget revisions during the year, to review and assess income streams against projection and to reallocate budgets of expenditure in response to changing priorities and costs. At CUSU Council Lent II, the Revised Budget for 2010-11 was proposed and passed. This, with other historical budget and accounts information, is available at <http://www.cusu.cam.ac.uk/union/budget/index.html>

This year in particular, the role of the mid-year review and Revised budget will be very important. By January 2011, the projected income cycle for OCCH may well be a lot clearer, and some income may be able to be accounted for during 2010-11. However, the review will also be necessary (as always) in ensuring that the year-end figures of income and expenditure are well balanced.

Conclusion

Due to the changing circumstances this year, the budgeting process that I have followed this year has been possibly more detailed and rigorous than in previous years. This has been immensely time-consuming, but I believe has been necessary and worthwhile. I have had a great deal of input from Heads of Teams (current and elect) and Heads of Autonomous Campaigns (incoming and outgoing), as well as from CUSU Staff giving their expertise and projections for the year ahead. This input has been crucial to the process and I'd like to thank them all!

At this point I'd like to channel a little of the spirit of my predecessor, Adam Colligan... Ultimately, the success of CUSU will always depend on the quality of the individuals it attracts into service and on their creativity and intelligence in managing new problems and realities as they arise. I hope that my successor, Chris Lillycrop, will be inheriting a healthy CUSU, but he will inevitably also be saddled with the consequences of mistakes that this year's team and previous year's teams have surely made. I have the utmost confidence in both him and all of the Officers for 2010-11, and I wish them the the best of luck in taking CUSU forward.

Sincerely,



Clare Tyson
CUSU Coordinator 2009-2010

Notes:

How the CUSU budget works...

The CUSU Budget Year runs from the 1st of July to the 30th of June, with the division of years coinciding with the changeover of Sabbatical positions (starting from the 1st of July rather than the 15th for ease of accounting).

Funding Principles...

It is important to keep in mind that, while budget allocations inevitably and in some way reflect organisational priorities, this relationship is not necessarily direct or easy to express in financial terms.

Year-on-year changes to given budget headings often reflect the life cycle of particular projects or external funding sources and not necessarily a changing importance of the underlying issue itself. This budget also contains significant changes in the formatting and grouping of certain expenditures: this is done for ease of use for each year's officers at the expense of historical clarity.

Financial Policies...

At any point in time, CUSU expenditures are governed by our UK accounting standards (as applied by our independent auditors), the judgements of the Trustees of the Union (who are mostly Sabbatical Officers), business and securities law, charities law including the Charities Act 2006, student union regulation including the Education Act 1994, our Constitution (especially Sections A and K), our Financial Policy and Budget Policy (which are permanent Internal Policy), our annual Budget (which is a kind of Super Policy), and ordinary CUSU Policy designated by the Council.

It must also be noted that all CUSU expenditures and activities are ultimately the responsibility of the Trustees. Currently, during 2009-10 they are the CUSU President, CUSU Coordinator, CUSU Education Officer, CUSU Access Officer and CUSU Welfare and Graduates Officer plus one external Trustee. When their contracts end and they handover their duties to the next team (on the 15th July 2010) the Trustee board make up will change to become the CUSU President, CUSU Coordinator, CUSU Education Officer and CUSU Access Officer.

The Trustees have the responsibility to ensure CUSU's financial and legal viability, this can be enacted by blocking policy or expenditure on the grounds of illegality, recklessness, or other related concerns. This also applies to the activities of the CUSU Autonomous Campaigns.

Summary of Models

Model 1

- Planned Expenditure of £19,000 of reserves during 2010-11
- Some increase to spending in priority areas compared to 2009-10 levels, some reductions in spending in other areas
- Increase in Affiliated Common Room Affiliation Fees by 4% (to UG £6.70 per student, PG £3.00 per student, PGCE £1.50 per student)
- Changes to Ents Manager role to become 0.5FTE Ents, 0.5FTE Sales, projected to bring in additional income of £10,000 through advertising in TCS, ZINE, CUSU-MS and Annual Publications
- Increase in price of Financial Times to £3.00 per week (60% reduction on cover price), alongside increased publicity of the Scheme to students

Model 2

- No planned expenditure of reserves
- Significant cuts to expenditure across all areas of activity, including core campaigning activities
- Significant cuts to administrative/overhead costs, including new equipment purchasing, reprographics costs and website development contractor costs etc.
- Increase in Affiliated Common Room Affiliation Fees by 4% (to UG £6.70 per student, PG £3.00 per student, PGCE £1.50 per student)
- Changes to Ents Manager role to become 0.5FTE Ents, 0.5FTE Sales, projected to bring in additional income of £9,000 through advertising in TCS, CUSU-MS and Annual Publications
- Changes to Union Development Manager (UDM) role to continue staff management, sabbatical support and development work but with 10% hours reduction across the year as 22.5 days unpaid leave
- Increase in price of Financial Times to £3.00 per week (60% reduction on cover price), alongside increased publicity of the Scheme to students
- Reduction in size of TCS editions to 19 x 32 page issues (no 40 page issues), no ZINE

Key changes (compared to Model 1), highlighted in yellow:

- Staffing and Overheads
 - UDM role becomes 0.9FTE, with 22.5 days unpaid leave
 - Training budget reduced by £200 to £800
 - Staff expenses reduced to £100
 - Office Socials cut
- Student Services
 - Projected reduction in reprographics costs by £1000, by moving to one machine only
 - The Cambridge Guide production costs reduced by £2000 to £7000 by moving to black and white for majority of content
- The Cambridge Student & ZINE
 - Editorial budget reduced by £400 (to £200)

- TCS production costs reduced to £23,800 by printing 32 page editions only (£2500 saving)
- ZINE not published under any circumstances (local business revenue to be generated through TCS, CUSU-MS, Annual Publications only)

- Council Free Budget – reduced by £500 to £900
- Access & Funding Team
 - Reduced by £200 (to £550 CUSU spend)
 - Team Discretionary and HE Funding Campaign
- CoMET Team
 - Reduced by £2200 (to £2700 CUSU spend)
 - Union Publicity and Website Development
- Democracy and Development Team
 - Reduced by £600
 - NUS Conference costs, Aldwych Group costs, Council & Open Meetings
- Education Team
 - Reduced by £400 (to £750 CUSU spend)
 - Team Discretionary, FacRep elections and training, Exam and Study Skills
- Elections & Referenda
 - Reduced by £300 (to £1400 CUSU spend)
- Ethical Affairs Team
 - Reduced by £200 (to £400 CUSU spend)
 - Team Discretionary
- Coordination
 - Reduced by £600 (to £1700 CUSU spend)
 - Ethical policy research, Sabb and Exec training
- Sports & Societies
 - Spend reduced by £1100, income increased by £2000
 - Sports and Societies Development, Societies Fair costs reduced and income increased (through society stall price increase of c.£5 per stall)
- Welfare Team
 - Reduced by £300 (to £1250 CUSU spend)
 - Team Discretionary
- Black Students Campaign – reduced by £150
- Disabled Students Liberation Campaign – reduced by £150
- iCUSU (international students) – reduced by £150
- LBGT Campaign – reduced by £500
- Women's Campaign – reduced by £400

General budget

Model 1

Code	Name	Budget Holder	DR	CR	Bal	Total Balance	Comments
		Income (£)	Expenditure (£)	Net (£) (From F)	BC Check	D Check	
	Overhead :	1,700.00	208,817.18	-207,117.18	207,117.18	-207,117.18	
	Finance and Administration			-18,193.14			
	Insurance and Legal			-4,919.92			
	Staffing			-184,004.12			
	Services a	211,000.00	114,779.29	96,220.71	-96,220.71	96,220.71	
	Direct Services			3,157.71			
	Entertainments			19,175.00			
	OCCH			34,700.00			
	Summer Pubs			13,000.00			
	TCS			16,188.00			
	Local Business Revenue			10,000.00			
	Core Activ	183,104.17	86,807.71	96,296.46	-96,296.46	96,296.46	
	Council Free Budget			-1,473.04			
	Access and Funding			-750.00			
	Comet			-4,900.00			
	Democracy/Development			90,207.00			
	Education			-1,150.00			
	Elections			-1,700.00			
	Ethical Affairs			-600.00			
	Resources			35,400.00			
	Welfare			-1,550.00			
	Student Advice Service			-17,187.50			
	Autonomo	2,400.00	6,800.00	-4,400.00	4,400.00	-4,400.00	
	Black Students			-500.00			
	Disabled Students			-500.00			
	International			-500.00			
	LGBT			-1,400.00			
	Women's			-1,500.00			
	Total	398,204.17	417,204.17	-19,000.00	-19,000.00	-19,000.00	
	(Deficit) surplus from operating activities (£)			-19,000.00			
	Total Funds brought forward (estimate for end of 2009-10 year) (£)			219,545.14			
	New Building Depreciation			0.00			
	Total Funds to be Carried forward (estimate) (£)			200,545.14			

Code	Name	Budget Holder	DR	CR	Model 1 Bal	Total Balance	Comments
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Overhead and Staff

Finance and Administration

Officer responsible : Coordinator

Total -18,193.14

Financial structure		Budget holder	Debit	Credit	Balance	Total
7501	Bad Debts - incl. Legal costs	Finance	4,000.00	0.00	-4,000.00	
7502	Bank Charges	Finance	683.04	0.00	-683.04	
7503	Audit and Accountancy	Finance	2,914.29	0.00	-2,914.29	
7504	Interest from Bank Account	Finance	0.00	1,200.00	1,200.00	-6,397.32

Office Expenditure

7392	Computing Consumables, repairs and Software	Coor	1,000.00	0.00	-1,000.00	
7393	Equip & Furniture-Depreciation (incl. computers)	Coor	1,642.25	0.00	-1,642.25	
7394	Equipment & Furniture - Non-Deprec	Coor	227.68	0.00	-227.68	
7395	Repairs & Maintenance	Coor	91.07	0.00	-91.07	
7397	Office Cleaning	Recep.	1,912.50	0.00	-1,912.50	
7398	Keys	Coor	45.54		-45.54	
7400	Internet, Telephone and Fax	Coor	4,098.21	0.00	-4,098.21	
7402	Postage (excludes Alt Prosp and TCS business)	Coor	1,821.43	500.00	-1,321.43	
7405	Office Stationery Supplies / Paper	Recep.	910.71	0.00	-910.71	
7412	Kitchen Supplies	Recep.	546.43		-546.43	-11,795.82

There are also Overhead Costs related to the Student Advice Service, at both CUSU and the GU.

Printing/Copying - SEE REPRO/DIRECT SERVICES

Note 7393: £803.25 in ongoing depreciation, £1000 in new expenditures.

Note: 7502, 7503, 7393, 7394, 7397, 7398, 7400, 7402, 7405, 7412: some contribution towards total costs from Student Advice Service Budget (see notes for proportion in this allocation)

Insurance and Legal

Officer responsible : Coordinator

Total -4,919.92

		Budget holder	Debit	Credit	Balance	Total
7391	Insurance	Finance	3,553.85	0.00	-3,553.85	
7390	Legal Fees	Finance	1,366.07	0.00	-1,366.07	-4,919.92

Staff & Officer Liability, and Public Liability Insurance
Costs of any legal advice required through the year

Staffing

Officer responsible : Coordinator

Total -184,004.12

		Budget holder	Debit	Credit	Balance	Total
6371	CUSU Sabbatical Officers - Salaries, NI & Tax (incl ha	Coor	93,600.00	0.00	-93,600.00	
7451	UDM - Salary, NI, Tax & Pension Contribution	Coor	39,600.00		-39,600.00	
6388	Ents Manager & Business - Salary, NI & Tax, commis	Coor	22,450.00	0.00	-22,450.00	
6382	Business Manager - Salary, NI & Tax, commission	Coor	26,325.00	0.00	-26,325.00	
6376	AMSU Affiliation (Assn. of Managers in SUs)	UDM	321.43		-321.43	
6373	Staff Expenses	Coor	200.00	0.00	-200.00	
6374	Staff Training	Coor	1,000.00	0.00	-1,000.00	
6383	Office Socials	Coor	507.69	0.00	-507.69	
7450	UDM Vacancies/Hiring	Coor	-		0.00	
7453	UDM Admin and Meetings	Coor	0.00		0.00	
6385	Safety Taxis	Coor	0.00	0.00	0.00	-184,004.12

5 CUSU Sabbaticals (CUSU-GU SSO salary in Advice Service Budget)

50% FTE Ents, 50% FTE Business, 20% Ents Commission, 5% Business C

Training Courses and Staff Development

Code	Name	Budget Holder	DR	CR	Bal	Model 1	Total Balance	Comments
						Total	0.00	
						Debit	Credit	Balance
	University Assistant Staff		75,855.00	75,855.00	0.00			
	Premises Allocation		58,716.00	58,716.00	0.00		0.00	These allocations from the University do not go through the CUSU account

Student Services and Trade

Direct Services		Officer responsible : Coordinator			Total	3,157.71	
Reprographics		Budget holder	Debit	Credit	Balance	Total	
4291	Reprographics - Supplies (Paper)	Recep.	900.00	0.00	-900.00		
4292	Repro Repairs & Service Agreements	UDM	4,036.52	0.00	-4,036.52		Overall cost of reprographics machines
4294	Reprographics - Copy Charges	UDM	2,855.77	0.00	-2,855.77		
	Reprographics promotion	UDM	150.00		-150.00		
4297	Reprographics - Sales & Internal Trans	Recep.	0.00	4,500.00	4,500.00		Income from photocopying sales
4316	Laminating & Binding	Recep.	100.00	100.00	0.00	-3,442.29	
CUSU Mail Service							
4301	CUSU Mail Service - Contractor	Coor	18,875.00	0.00	-18,875.00		Providing student-to-student mail service and generating some additional revenue
4304	CUSU Mail Service - Income	Bus.M		20,000.00	20,000.00	1,125.00	
Reception Services							
4343	Financial Times Scheme	Recep.	1,325.00	4,000.00	2,675.00		The price of the FT will increase to £3 per week
4352	NUS Extra Promotions	Coor/UDM	150.00		-150.00		
4351	NUS Extra Purchasing/Costs	Coor/UDM	3,500.00		-3,500.00		
4350	NUS Extra Income	Coor		6,450.00	6,450.00	5,475.00	Net income to CUSU of c. £3,000

Entertainments		Officer responsible : Coordinator			Total	19,175.00	
		Budget holder	Debit	Credit	Balance	Total	
4151	Ents Admin	Ents.M	100.00		-100.00		
4152	Special Events	Ents.M	500.00	900.00	400.00		
4148	Lifted (Tues @ La Raza)	Ents.M	420.00	1,520.00	1,100.00		
4175	LBGT Night (Tues @ Revolution)	Ents.M	4,650.00	11,900.00	7,250.00		
4164	SUAD (Thurs @ Revolution)	Ents.M	20,905.00	31,430.00	10,525.00		
4178	Cam:Live	Ents.M	0.00	0.00	0.00		
4161	Remixology (Weds @ Soul Tree)	Ents.M	0.00	0.00	0.00		
4173a	Ents. Manager Development	Ents.M	0.00		0.00		
4179	College and Societies Events Support	Ents.M	0.00	0.00	0.00	19,175.00	

Oxford & Cambridge Careers Handbook (OCCH)		Officer responsible : Coordinator			Total	34,700.00	
Careers Handbook		Budget holder	Debit	Credit	Balance	Total	
4183	Careers Handbook - Business Expenses	Coor	300.00	0.00	-300.00		
4185	Careers Handbook - Distribution	Coor	2,800.00	2,800.00	0.00		
4186	Careers Handbook - Income	Coor	0.00			-300.00	See separate explanatory paragraph in cover sheet
OCCH Website							
4191	Careers Website	Coor	0.00	0.00	0.00	0.00	
Excellence in Education							
4183	Excellence in Education - Business Expenses	Coor		0.00	0.00		
4186	Excellence in Education - Income	Coor	0.00	35,000.00	35,000.00	35,000.00	A new one-off publication to be distributed in October 2010

Code	Name	Budget Holder	DR	CR	Bal	Total Balance	Comments
Summer Publications		Officer responsible : Coordinator			Total	13,000.00	
		Budget holder	Debit	Credit	Balance	Total	
6381	Summer Publications Assistant	Coor	1,100.00	0.00	-1,100.00		Increased to use external assistant for more of the process
6380	Summer Publications Distribution	Coor	0.00	0.00	0.00	-1,100.00	
Freshers Guide							
4223	Freshers' Guide - Production	Bus.M	3,400.00	0.00	-3,400.00		
4228	Freshers' Guide - Advertising Revenue	Bus.M	0.00	12,000.00	12,000.00	8,600.00	8000 - distributed to students prior to arrival
International Freshers Guide							
6620	International Freshers' Guide - Production	Bus.M	1,000.00		-1,000.00		
6621	International Freshers' Guide - Advertising Rev.	Bus.M		2,000.00	2,000.00	1,000.00	3500 - distributed to students prior to arrival
Cambridge Guide							
4213	Cambridge Guide - Production	Bus.M	9,600.00	0.00	-9,600.00		
4215	Cambridge Guide - Advertising Revenue	Bus.M	0.00	11,000.00	11,000.00	1,400.00	7500 Full Colour, 288 pages - information on Cambridge, Welfare Provision and CUSU Campaigns, Services & Teams
Survival Pack							
4216	Survival Pack Envelope - Production/Insertion	Bus.M	1,700.00	0.00	-1,700.00		
4217	Survival Pack Envelope Inserts - Revenue	Bus.M		3,000.00	3,000.00	1,300.00	7500 - containing Cambridge Guide, Condoms etc
Wall Planner							
	Wall Planner - Production	Bus.M	1,200.00	0.00	-1,200.00		
	Wall Planner - Advertising Revenue	Bus.M		3,000.00	3,000.00	1,800.00	20,000 Wall Planners, distributed to all students
Diary							
4233	Diary - Production		0.00	0.00	0.00		
4236	Diary - Advertising Revenue		0.00	0.00	0.00	0.00	Replaced by Wall Planner - distributed to ALL STUDENTS
Freedom Book							
4281	LGBT Freedom Book - Production		0.00	0.00	0.00		
4282	LBB Freedom Book - Advertising Revenue		0.00	0.00	0.00	0.00	All incorporated into the Cambridge Guide
Little Black Book							
6612	Little Black Book - Production		0.00		0.00		
6614	Little Black Book - Advertising Revenue			0.00	0.00	0.00	All incorporated into the Cambridge Guide
Womens Handbook							
4242	Women's Handbook - Production		0.00	0.00	0.00		
4247	Women's Handbook - Advertising Revenue		0.00	0.00	0.00	0.00	All incorporated into the Cambridge Guide
The Cambridge Student (TCS)		Officer responsible : Coordinator			Total	16,188.00	
		Budget holder	Debit	Credit	Balance	Total	
4201	TCS - Editorial	TCS Editor	600.00	0.00	-600.00		
4204	TCS - Business Postage	Bus.M/UDM	1,000.00		-1,000.00		
4203	TCS - Distribution	Bus.M/Coor	4,000.00	0.00	-4,000.00		
4202	TCS - Production	Coor	24,700.00	0.00	-24,700.00		16 x 32 page editions, 3 x 40 page editions
4207	TCS - Advertising Revenue	Bus.M	0.00	48,000.00	48,000.00		
	ZINE (magazine) - Production	Coor	3,237.00	0.00	-3,237.00		
	ZINE - Advertising Revenue	Bus.M	0.00	900.00	900.00		Only to be published if projected to break even from Mich 2010; income will also be generated from new Local Business Advertising
6405	TCS Website - Advertising Revenue	Bus.M	0.00	1,500.00	1,500.00		
7401	Press Standards Subscription	Coor	175.00	0.00	-175.00		
4195	TCS Supplements	Coor	1,000.00	1,000.00	0.00		
6401	TCS Website Development	Coor	500.00	0.00	-500.00	16,188.00	
Local Business advertising revenue		Officer responsible : Coordinator			Total	10,000.00	
		Budget holder	Debit	Credit	Balance	Total	
n/a	Local business advertising revenue	Ents.M		10,000.00	10,000.00	10,000.00	New income from local businesses - to be spread across Annual Publications, TCS, ZINE and CUSU-MS

Code	Name	Budget Holder	DR	CR	Bal	Model 1	Total Balance	Comments
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Teams & Campaigns

Council Free Budget

						Total	-1,473.04
		Budget Holder	Debit	Credit	Balance	Total	
6577	Fund for new campaigns	CUSU Council	1,473.04	0.00	-1,473.04	-1,473.04	

Access and Funding

						Total	-750.00
		Budget holder	Debit	Credit	Balance	Total	
6509	Team Discretionary (incl. Open Days)	A&F Team	250.00	0.00	-250.00		
6578	Higher Education Funding	HE Fund	350.00	0.00	-350.00		Team priority
6572	Teacher Liaison Officer	OP2	50.00	0.00	-50.00		
	Black & Minority Ethnic Officer	BME	50.00		-50.00		
	Bursaries, Funding & Finance Officer	BFF	50.00		-50.00		
6508	Target Visits by Volunteers ("Comprehensive Campaign")	A&F Sabb/Target	175.00	175.00	0.00		
6514	Target Visits by Access Sabbatical	A&F Sabb	375.00	375.00	0.00		
	External Visits by Access Sabbatical	A&F Sabb	200.00	200.00	0.00		Income from Cambridge Admissions Office (CAO) through a per project bidding process
6519	Shadowing Scheme	A&F Sabb	1,800.00	1,800.00	0.00		
6518	Volunteer Recruitment & Training (incl. AcceSSOs)	A&F Sabb	200.00	200.00	0.00		
6517	Open Days	A&F Sabb	0.00	0.00	0.00		
6582	AcceSSOs' Training	A&F Sabb			0.00		
6502	Mailouts (packs sent to schools)	A&F Sabb	0.00	0.00	0.00	-750.00	

Alternative Prospectus (AP)

4255	AP website development ("AP Production")	Coor/AF Sabb	2,150.00	2,150.00	0.00		Income from CAO through a per project bidding process
4256	AP Distribution/Mailing	Coor/AF Sabb	0.00	0.00	0.00		
4257	AP Advertising Revenue	Bus.M	0.00	0.00	0.00	0.00	

The CUSU AP is moving to an online focussed model with some hard copies of flyers produced to direct people to the www.applytocambridge.com website

Common Room and Membership Engagement (CoMET)

						Total	-4,900.00	New TEAM - first inclusion in the budget
		Budget holder	Debit	Credit	Balance	Total		
6549	Team Discretionary ("Union Publicity")	CoMET Team	2,000.00	0.00	-2,000.00		Formerly "Union Publicity"	
6579	College Rents and Charges	Rents	50.00	0.00	-50.00		moved from Access Team,	
6581	Facilities and Catering	Facilities	50.00		-50.00		moved from Access Team,	
6556	JCR/MCR Training (excluding Welfare/Academic)	CR Support/Pres.	300.00	0.00	-300.00		moved from D&D Team	
6402	Website Development - General	Pres./Coor	2,500.00	0.00	-2,500.00	-4,900.00	moved from Resources group	

Democracy and Development ("D&D")

						Total	90,207.00
		Budget holder	Debit	Credit	Balance	Total	
6538	Team Discretionary (incl "University Interaction")	D&D Team	50.00	0.00	-50.00		
6539	University Interaction	Pres.	0.00		0.00	-50.00	rolled into Team Discretionary (6538)
External							
6543	NUS - Conferences	Pres.	900.00	0.00	-900.00		
4142	NUS - Affiliation Fees	Pres.	8,593.00	0.00	-8,593.00		as passed at Referenda Lent 2010
6472	UK CISA Affiliation (Int Students)	Pres.	350.00	0.00	-350.00		as passed by CUSU Council Lent 2010
6505	Aldwych Group Expenses	Pres.	700.00		-700.00	-10,543.00	
Internal							
4346	CUSU Membership Card ("Student ID")	Bus.M/Pres	2,100.00	3,000.00	900.00		
4141	Common Room Affiliation Fees	Coor	0.00	100,200.00	100,200.00		100% collection, 27p increase (£6.70 UG, £3.00 PG, £1.50 PGCE)
6542	Council Meetings & Open Meetings	Pres.	300.00	0.00	-300.00	100,800.00	

Code	Name	Budget Holder	DR	CR	Model 1 Bal	Total Balance	Comments
Education		Officer responsible : Education Officer				Total	-1,150.00
		Budget holder	Debit	Credit	Balance	Total	
6524	Team Discretionary ("Campaigns, Surveys & Publicity)	Ed Team	500.00	0.00	-500.00		
6481	Mature Students	MatureStudents	50.00	0.00	-50.00		
6573	Funding & Resources Officer	OP1	50.00		-50.00		
6526	Faculty Rep Elections	UG/PGFac & Ed Sa	200.00	0.00	-200.00		
6521	Exam and Study Skills	Ed Sabb	150.00	0.00	-150.00		
6529	Training for Academic Officers / Faculty Reps	Ed Sabb	200.00	0.00	-200.00	-1,150.00	
Elections		Officer responsible : Returning Officer				Total	-1,700.00
		Budget holder	Debit	Credit	Balance	Total	
6541	Elections & Referenda	Elections C'ttee	1,700.00	0.00	-1,700.00	-1,700.00	
Ethical Affairs		Officer responsible : Ethical Affairs Chair				Total	-600.00
		Budget holder	Debit	Credit	Balance	Total	
6491	Team Discretionary ("General Ethical Campaigns")	EA Team	1,700.00	1,300.00	-400.00		Income from Cambridge City Council grant for Green Week
6690	Community and Volunteering	C & V	50.00		-50.00		
6691	Ethical Consumerism	EConsum	50.00		-50.00		
6692	Ethical Investment	EInvest	50.00		-50.00		
6693	Environmental	Enviro	50.00		-50.00		
6492	One World Week Participation	EA Team	0.00	0.00	0.00	-600.00	
6492: Any involvement with OWW will be funded from Team Discretionary budget							
Resources Group & Coordination		Officer responsible : Coordinator				Total	35,400.00
		Budget holder	Debit	Credit	Balance	Total	
Coordination							
6411	Ethical Policy Research	Coor/EA Team	400.00	0.00	-400.00		
6536	Sabb and Exec Training, Meetings & Socials	Coor	1,000.00		-1,000.00		
6537	Executive Meetings/Socials	Coor/Pres	0.00	0.00	0.00		rolled into Exec Training & Meetings (6537)
6413	Administration, Liason and Meetings	Coor	0.00	0.00	0.00		rolled into Exec Training & Meetings (6537)
6531	CUSU Clothing/Stash	Coor	300.00	300.00	0.00	-1,400.00	
Societies and Sports							
6496	Societies Training	Coor	800.00	800.00	0.00		
6498	Sports and Socs Development	Socs/Coor	200.00		-200.00		
6486	Societies Equipment Scheme	Coor	200.00	200.00	0.00		
6497	Societies Storage	Socs/Coor	500.00	500.00	0.00		
4347	Societies Fair	Coor/Bus.M	15,000.00	52,000.00	37,000.00		£45k from corporate, £7k from Societies (no increase in stall prices)
6488	Societies Publication	Coor	750.00	750.00	0.00	36,800.00	

Code	Name	Budget Holder	DR	CR	Bal	Total Balance	Comments	
Welfare		Officer responsible : Student Support Officer				Total	-1,550.00	
		Budget holder	Debit	Credit	Balance	Total		
Campaigns								
6468	Team Discretionary ("General Welfare Campaigns")	Wel Team	750.00		-750.00			
6469	Sexual Health Outreach Teams	HIV-SH	100.00	0.00	-100.00			
6471	Student Safety	Safety	50.00	0.00	-50.00			
6487	Anti-Racism	ARO	50.00	0.00	-50.00			
6473	Eating Disorders Project	EDO	50.00	0.00	-50.00			
6576	Mental Wellbeing	MWellbeing	50.00		-50.00			
6475	Students with Children	SSO	50.00	0.00	-50.00	-1,100.00		
Services								
6464	Personal Attack Alarms	SSO	1,000.00	1,000.00	0.00			
	Bike lights	SSO	1,200.00	1,200.00	0.00		sold at cost to JCRs, MCRs and individual students	
6474	Condoms	SSO	1,600.00	1,600.00	0.00			
6478	Pregnancy Test Kits	SSO	450.00	0.00	-450.00	-450.00		

A lot of welfare related lines have been moved to within the Student Advice Service budget (see end)

Student Advice Service		Officer responsible : Student Support Officer				Total	-17,187.50	
		Budget holder	Debit	Credit	Balance	Total		
	University Grant - CUSU portion	SSO		15,354.17	15,354.17		Grant from University	
	Expenditure - CUSU portion	SSO	32,541.67		-32,541.67	-17,187.50	Total expenditure (University Grant and CUSU Expenditure)	

See Student Advice Service budget (at end of budget) for further breakdown

Autonomous Campaigns

Black Students Campaign (BSC)		Officer				Total	-500.00	
		Debit	Credit	Balance	Total			
6611	BSC - Campaigns	BSC	900.00	0.00	-900.00			
6613	BSC - Social Events ("Other Activities")	BSC	200.00		-200.00			
	BSC - Careers Fair	BSC	600.00	1,200.00	600.00	-500.00	Income generated through corporate stalls at Careers Fair	

Disabled Students Liberation Campaign (DSLCL)		Officer				Total	-500.00	New CAMPAIGN - first inclusion in the budget
		Debit	Credit	Balance	Total			
6484	DSLCL - Campaigns ("Students with Disabilities")	DSLCL	250.00	0.00	-250.00		formerly the "Students with Disabilities" budget	
	DSLCL - Welfare	DSLCL	50.00	0.00	-50.00			
	DSLCL - Freshers' Week	DSLCL	100.00	0.00	-100.00			
	DSLCL - Social Events	DSLCL	100.00	0.00	-100.00	-500.00		

iCUSU (International Students)		Officer				Total	-500.00	
		Debit	Credit	Balance	Total			
6622	iCUSU - Campaigns	iCUSU	350.00	0.00	-350.00			
	iCUSU - Welfare	iCUSU	50.00	0.00	-50.00			
6623	iCUSU - Freshers' Week	iCUSU	250.00	0.00	-250.00			
6624	iCUSU - Social Events	iCUSU	250.00	400.00	150.00	-500.00	Income generated through International Formals	

Code	Name	Budget Holder	DR	Model 1		Bal	Total Balance	Comments
				CR				
							Total	-1,400.00
		Officer	Debit	Credit	Balance	Total		
6601	LBGT - Campaigns (incl. Admin & Resources)	LBGT	500.00	800.00	300.00			Income generated through KPMG sponsorship
6602	LBGT - Welfare	LBGT	100.00	0.00	-100.00			
6605	LBGT - Awareness Week	LBGT	500.00	0.00	-500.00			
6604	LBGT - Social Events	LBGT	750.00	0.00	-750.00			High level due to continued involvement with CUSU Ents Rendezvous
6603	LBGT - [no definition] (publication)	LBGT	350.00	0.00	-350.00			
6606	LBGT - Administration and Resources	LBGT	0.00	0.00	0.00	-1,400.00		rolled into Campaigns budget (6601)

Women's Campaign

Code	Name	Budget Holder	DR	Model 1		Bal	Total Balance	Comments
				CR				
							Total	-1,500.00
		Officer	Debit	Credit	Balance	Total		
6432	Women's - Campaigns ("and Events" and "General Expenditure")	WU	700.00	0.00	-700.00			
6423	Women's - Training & Development ("College Officers")	WU	150.00	0.00	-150.00			
6433	Women's - Affiliations ("External Affiliations")	WU	250.00	0.00	-250.00			
	Women's - External - NUS	WU	300.00	0.00	-300.00			
6436	Women's - Publications (Gender Agenda)	WU	100.00	0.00	-100.00			
6431	Women's - Forum, Admin and Development	WU	0.00	0.00	0.00			rolled into Campaigns budget (6432)
6422	Women's - General Expenditure	WU	0.00	0.00	0.00	-1,500.00		rolled into Campaigns budget (6432)

NEW BUILDING COSTS

Accounted Separately from Budget		Debit	Credit	Balance	
7393X	Depreciation on new building expenses	£0.00		£0.00	no longer applicable as have reached the end of the 3 year depreciation after the Office Move

General budget

Code	Name	Budget Holder	DR	CR	Bal	Total Balance
		Income (£)	Expenditure (£)	Net (£) (From F)	BC Check	D Check
Overhead :		1,700.00	205,439.57	-203,739.57	203,739.57	-203,739.57
	Finance and Administration			-18,193.14		
	Insurance and Legal			-5,700.00		
	Staffing			-179,846.43		
Services a		209,100.00	107,042.29	102,057.71	-102,057.71	102,057.71
	Direct Services			4,207.71		
	Entertainments			19,175.00		
	OCCH			34,700.00		
	Summer Pubs			15,150.00		
	TCS			19,825.00		
	Local Business Revenue			9,000.00		
Core Activ		185,104.17	80,372.32	104,731.85	-104,731.85	104,731.85
	Council Free Budget			-937.65		
	Access and Funding			-550.00		
	Comet			-2,700.00		
	Democracy/Development			90,807.00		
	Education			-750.00		
	Elections			-1,400.00		
	Ethical Affairs			-400.00		
	Resources			39,100.00		
	Welfare			-1,250.00		
	Student Advice Service			-17,187.50		
Autonomo		2,400.00	5,450.00	-3,050.00	3,050.00	-3,050.00
	Black Students			-350.00		
	Disabled Students			-350.00		
	International			-350.00		
	LGBT			-900.00		
	Women's			-1,100.00		
Total		398,304.17	398,304.17	0.00	0.00	0.00
(Deficit) surplus from operating activities (£)				0.00		
Total Funds brought forward (estimate for end of 2009-10 year) (£)				219,545.14		
New Building Depreciation				0.00		
Total Funds to be Carried forward (estimate) (£)				219,545.14		

Code	Name	Budget Holder	DR	CR	Bal	Total Balance
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Overhead and Staff

Finance and Administration

Officer responsible : Coordinator

Total -18,193.14

Financial structure		Budget holder	Debit	Credit	Balance	Total
7501	Bad Debts - incl. Legal costs	Finance	4,000.00	0.00	-4,000.00	
7502	Bank Charges	Finance	683.04	0.00	-683.04	
7503	Audit and Accountancy	Finance	2,914.29	0.00	-2,914.29	
7504	Interest from Bank Account	Finance	0.00	1,200.00	1,200.00	-6,397.32

Office Expenditure

7392	Computing Consumables, repairs and Software	Coor	1,000.00	0.00	-1,000.00	
7393	Equip & Furniture-Depreciation (incl. computers)	Coor	1,642.25	0.00	-1,642.25	
7394	Equipment & Furniture - Non-Deprec	Coor	227.68	0.00	-227.68	
7395	Repairs & Maintenance	Coor	91.07	0.00	-91.07	
7397	Office Cleaning	Recep.	1,912.50	0.00	-1,912.50	
7398	Keys	Coor	45.54		-45.54	
7400	Internet, Telephone and Fax	Coor	4,098.21	0.00	-4,098.21	
7402	Postage (excludes Alt Prosp and TCS business)	Coor	1,821.43	500.00	-1,321.43	
7405	Office Stationery Supplies / Paper	Recep.	910.71	0.00	-910.71	
7412	Kitchen Supplies	Recep.	546.43		-546.43	-11,795.82

There are also Overhead Costs related to the Student Advice Service, at both CUSU and the GU.

Printing/Copying - SEE REPRO/DIRECT SERVICES

Note 7393: £803.25 in ongoing depreciation, £1000 in new expenditures.

Note: 7502, 7503, 7393, 7394, 7397, 7398, 7400, 7402, 7405, 7412: some contribution towards total costs from Student Advice Service Budget (see notes for proportion in this allocation)

Insurance and Legal

Officer responsible : Coordinator

Total -5,700.00

		Budget holder	Debit	Credit	Balance	Total
7391	Insurance	Finance	4,200.00	0.00	-4,200.00	Staff & Officer Liability, and Public Liability Insurance
7390	Legal Fees	Finance	1,500.00	0.00	-1,500.00	Costs of any legal advice required through the year

Staffing

Officer responsible : Coordinator

Total -179,846.43

		Budget holder	Debit	Credit	Balance	Total
6371	CUSU Sabbatical Officers - Salaries, NI & Tax (incl ha	Coor	94,250.00	0.00	-94,250.00	5 CUSU Sabbaticals (CUSU-GU SSO salary in Advice Service Budget)
7451	UDM - Salary, NI, Tax & Pension Contribution	Coor	35,600.00		-35,600.00	Reduced to 0.9 FTE, spread across the year
6388	Ents Manager & Business - Salary, NI & Tax, commiss	Coor	22,450.00	0.00	-22,450.00	50% FTE Ents, 50% FTE Business, 20% Ents Commission, 5% Business C
6382	Business Manager - Salary, NI & Tax, commission	Coor	26,325.00	0.00	-26,325.00	
6376	AMSU Affiliation (Assn. of Managers in SUs)	UDM	321.43		-321.43	
6373	Staff Expenses	Coor	100.00	0.00	-100.00	
6374	Staff Training	Coor	800.00	0.00	-800.00	Reduced by £200, Training courses and Staff Development Cut
6383	Office Socials	Coor	0.00	0.00	0.00	
7450	UDM Vacancies/Hiring	Coor	-		0.00	
7453	UDM Admin and Meetings	Coor	0.00		0.00	
6385	Safety Taxis	Coor	0.00	0.00	0.00	-179,846.43

Code	Name	Budget Holder	DR	CR	Bal	Total Balance
University Resource Allocation						Total 0.00
			Debit	Credit	Balance	Total
XX	University Assistant Staff		75,855.00	75,855.00	0.00	
XX	Premises Allocation		58,716.00	58,716.00	0.00	0.00

Student Services and Trade

Direct Services		Officer responsible : Coordinator			Total	4,207.71
Reprographics		Budget holder	Debit	Credit	Balance	Total
4291	Reprographics - Supplies (Paper)	Recep.	900.00	0.00	-900.00	
4292	Repro Repairs & Service Agreements	UDM	3,036.52	0.00	-3,036.52	
4294	Reprographics - Copy Charges	UDM	2,855.77	0.00	-2,855.77	
	Reprographics promotion	UDM	100.00		-100.00	
4297	Reprographics - Sales & Internal Trans	Recep.	0.00	4,500.00	4,500.00	
4316	Laminating & Binding	Recep.	100.00	100.00	0.00	-2,392.29
CUSU Mail Service						
4301	CUSU Mail Service - Contractor	Coor	18,875.00	0.00	-18,875.00	
4304	CUSU Mail Service - Income	Bus.M		20,000.00	20,000.00	1,125.00
Reception Services						
4343	Financial Times Scheme	Recep.	1,325.00	4,000.00	2,675.00	
4352	NUS Extra Promotions	Coor/UDM	150.00		-150.00	
4351	NUS Extra Purchasing/Costs	Coor/UDM	3,500.00		-3,500.00	
4350	NUS Extra Income	Coor		6,450.00	6,450.00	5,475.00

project a reduction in expenditure of £1000 if move to one machine (Overall cost of reprographics machines)

Income from photocopying sales

Providing student-to-student mail service and generating some additional revenue

The price of the FT will increase to £3 per week

Net income to CUSU of c. £3,000

Entertainments		Officer responsible : Coordinator			Total	19,175.00
Budget holder		Debit	Credit	Balance	Total	
4151	Ents Admin	Ents.M	100.00		-100.00	
4152	Special Events	Ents.M	500.00	900.00	400.00	
4148	Lifted (Tues @ La Raza)	Ents.M	420.00	1,520.00	1,100.00	
4175	LGBT Night (Tues @ Revolution)	Ents.M	4,650.00	11,900.00	7,250.00	
4164	SUAD (Thurs @ Revolution)	Ents.M	20,905.00	31,430.00	10,525.00	
4178	Cam:Live	Ents.M	0.00	0.00	0.00	
4161	Remixology (Weds @ Soul Tree)	Ents.M	0.00	0.00	0.00	
4173a	Ents. Manager Development	Ents.M	0.00		0.00	
4179	College and Societies Events Support	Ents.M	0.00	0.00	0.00	19,175.00

Oxford & Cambridge Careers Handbook (OCCH)		Officer responsible : Coordinator			Total	34,700.00
Careers Handbook		Budget holder	Debit	Credit	Balance	Total
4183	Careers Handbook - Business Expenses	Coor	300.00	0.00	-300.00	
4185	Careers Handbook - Distribution	Coor	2,800.00	2,800.00	0.00	
4186	Careers Handbook - Income	Coor	0.00		-300.00	
OCCH Website						
4191	Careers Website	Coor	0.00	0.00	0.00	0.00
Excellence in Education						
4183	Excellence in Education - Business Expenses	Coor		0.00	0.00	
4186	Excellence in Education - Income	Coor	0.00	35,000.00	35,000.00	35,000.00

See separate explanatory paragraph in cover sheet

A new one-off publication to be distributed in October 2010

Code	Name	Budget Holder	DR	CR	Bal	Total Balance	
Summer Publications		Officer responsible : Coordinator			Total	15,150.00	
		Budget holder	Debit	Credit	Balance	Total	
6381	Summer Publications Assistant	Coor	1,100.00	0.00	-1,100.00		Increased to use external assistant for more of the process
6380	Summer Publications Distribution	Coor	0.00	0.00	0.00	-1,100.00	
Freshers Guide							
4223	Freshers' Guide - Production	Bus.M	3,400.00	0.00	-3,400.00		
4228	Freshers' Guide - Advertising Revenue	Bus.M	0.00	12,000.00	12,000.00	8,600.00	8000 - distributed to students prior to arrival
International Freshers Guide							
6620	International Freshers' Guide - Production	Bus.M	1,000.00		-1,000.00		
6621	International Freshers' Guide - Advertising Rev.	Bus.M		2,000.00	2,000.00	1,000.00	3500 - distributed to students prior to arrival
Cambridge Guide							
4213	Cambridge Guide - Production	Bus.M	7,450.00	0.00	-7,450.00		
4215	Cambridge Guide - Advertising Revenue	Bus.M	0.00	11,000.00	11,000.00	3,550.00	7500, B&W 32 pg colour, 288 pages - information on Cambridge, Welfare Provision and CUSU Campaigns, Services & Teams
Survival Pack							
4216	Survival Pack Envelope - Production/Insertion	Bus.M	1,700.00	0.00	-1,700.00		
4217	Survival Pack Envelope Inserts - Revenue	Bus.M		3,000.00	3,000.00	1,300.00	7500 - containing Cambridge Guide, Condoms etc
Wall Planner							
	Wall Planner - Production	Bus.M	1,200.00	0.00	-1,200.00		
	Wall Planner - Advertising Revenue	Bus.M		3,000.00	3,000.00	1,800.00	20,000 Wall Planners, distributed to all students
Diary							
4233	Diary - Production		0.00	0.00	0.00		
4236	Diary - Advertising Revenue		0.00	0.00	0.00	0.00	Replaced by Wall Planner - distributed to ALL STUDENTS
Freedom Book							
4281	LGBT Freedom Book - Production		0.00	0.00	0.00		
4282	LBB Freedom Book - Advertising Revenue		0.00	0.00	0.00	0.00	All incorporated into the Cambridge Guide
Little Black Book							
6612	Little Black Book - Production		0.00		0.00		
6614	Little Black Book - Advertising Revenue			0.00	0.00	0.00	All incorporated into the Cambridge Guide
Womens Handbook							
4242	Women's Handbook - Production		0.00	0.00	0.00		
4247	Women's Handbook - Advertising Revenue		0.00	0.00	0.00	0.00	All incorporated into the Cambridge Guide
The Cambridge Student (TCS)		Officer responsible : Coordinator			Total	19,825.00	Spend reduced by £1300
		Budget holder	Debit	Credit	Balance	Total	
4201	TCS - Editorial	TCS Editor	200.00	0.00	-200.00		reduced by £400
4204	TCS - Business Postage	Bus.M/UDM	1,000.00		-1,000.00		
4203	TCS - Distribution	Bus.M/Coor	4,000.00	0.00	-4,000.00		
4202	TCS - Production	Coor	23,800.00	0.00	-23,800.00		19 x 32 page editions (no 40 page editions)
4207	TCS - Advertising Revenue	Bus.M	0.00	48,000.00	48,000.00		
	ZINE (magazine) - Production	Coor	0.00	0.00	0.00		
	ZINE - Advertising Revenue	Bus.M	0.00	0.00	0.00		ZINE not to be published
6405	TCS Website - Advertising Revenue	Bus.M	0.00	1,500.00	1,500.00		
7401	Press Standards Subscription	Coor	175.00	0.00	-175.00		
4195	TCS Supplements	Coor	1,000.00	1,000.00	0.00		
6401	TCS Website Development	Coor	500.00	0.00	-500.00	19,825.00	
Local Business advertising revenue		Officer responsible : Coordinator			Total	9,000.00	
		Budget holder	Debit	Credit	Balance	Total	
n/a	Local business advertising revenue	Ents.M		9,000.00	9,000.00	9,000.00	New income from local businesses - to be spread across Annual Publications, TCS and CUSU-MS (not ZINE)

Code	Name	Budget Holder	DR	CR	Bal	Total Balance
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Teams & Campaigns

Council Free Budget

						Total	-937.65 Reduced by £500
		Budget Holder	Debit	Credit	Balance	Total	
6577	Fund for new campaigns	CUSU Council	937.65	0.00	-937.65	-937.65	

Access and Funding

						Total	-550.00 Net spend by CUSU reduced by £200 c.f Model 1
		Budget holder	Debit	Credit	Balance	Total	
6509	Team Discretionary (incl. Open Days)	A&F Team	200.00	0.00	-200.00		
6578	Higher Education Funding	HE Fund	200.00	0.00	-200.00		Team priority
6572	Teacher Liaison Officer	OP2	50.00	0.00	-50.00		
	Black & Minority Ethnic Officer	BME	50.00	0.00	-50.00		
	Bursaries, Funding & Finance Officer	BFF	50.00	0.00	-50.00		
6508	Target Visits by Volunteers ("Comprehensive Campaign")	A&F Sabb/Target	175.00	175.00	0.00		
6514	Target Visits by Access Sabbatical	A&F Sabb	375.00	375.00	0.00		
	External Visits by Access Sabbatical	A&F Sabb	200.00	200.00	0.00		Income from Cambridge Admissions Office (CAO) through a per project bidding process
6519	Shadowing Scheme	A&F Sabb	1,800.00	1,800.00	0.00		
6518	Volunteer Recruitment & Training (incl. AcceSSOs)	A&F Sabb	200.00	200.00	0.00		
6517	Open Days	A&F Sabb	0.00	0.00	0.00		
6582	AcceSSOs' Training	A&F Sabb			0.00		
6502	Mailouts (packs sent to schools)	A&F Sabb	0.00	0.00	0.00	-550.00	

Alternative Prospectus (AP)

4255	AP website development ("AP Production")	Coor/AF Sabb	2,150.00	2,150.00	0.00		Income from CAO through a per project bidding process
4256	AP Distribution/Mailing	Coor/AF Sabb	0.00	0.00	0.00		
4257	AP Advertising Revenue	Bus.M	0.00	0.00	0.00	0.00	

The CUSU AP is moving to an online focussed model with some hard copies of flyers produced to direct people to the www.applytocambridge.com website

Common Room and Membership Engagement (CoMET)

						Total	-2,700.00 New TEAM - first inclusion in the budget
		Budget holder	Debit	Credit	Balance	Total	Net spend by CUSU reduced by £2200 c.f Model 1
6549	Team Discretionary ("Union Publicity")	CoMET Team	450.00	0.00	-450.00		Formerly "Union Publicity"
6579	College Rents and Charges	Rents	50.00	0.00	-50.00		moved from Access Team,
6581	Facilities and Catering	Facilities	50.00	0.00	-50.00		moved from Access Team,
6556	JCR/MCR Training (excluding Welfare/Academic)	CR Support/Pres.	150.00	0.00	-150.00		moved from D&D Team
6402	Website Development - General	Pres./Coor	2,000.00	0.00	-2,000.00	-2,700.00	moved from Resources group

Democracy and Development ("D&D")

						Total	90,807.00 Net spend by CUSU reduced by £600 c.f Model 1
		Budget holder	Debit	Credit	Balance	Total	
6538	Team Discretionary (incl "University Interaction")	D&D Team	50.00	0.00	-50.00		
6539	University Interaction	Pres.	0.00		0.00	-50.00	rolled into Team Discretionary (6538)

External

6543	NUS - Conferences	Pres.	700.00	0.00	-700.00		reduced by £200
4142	NUS - Affiliation Fees	Pres.	8,593.00	0.00	-8,593.00		as passed at Referenda Lent 2010
6472	UK CISA Affiliation (Int Students)	Pres.	350.00	0.00	-350.00		as passed by CUSU Council Lent 2010
6505	Aldwych Group Expenses	Pres.	400.00		-400.00	-10,043.00	reduced to allow for fewer meetings attended or representatives sent

Internal

4346	CUSU Membership Card ("Student ID")	Bus.M/Pres	2,100.00	3,000.00	900.00		
4141	Common Room Affiliation Fees	Coor	0.00	100,200.00	100,200.00		100% collection, 27p increase (£6.70 UG, £3.00 PG, £1.50 PGCE)
6542	Council Meetings & Open Meetings	Pres.	200.00	0.00	-200.00	100,900.00	

Code	Name	Budget Holder	DR	CR	Bal	Total Balance	
Education		Officer responsible : Education Officer			Total	-750.00	Net spend by CUSU reduced by £400 c.f Model 1
		Budget holder	Debit	Credit	Balance	Total	
6524	Team Discretionary ("Campaigns, Surveys & Publicity)	Ed Team	300.00	0.00	-300.00		
6481	Mature Students	MatureStudents	50.00	0.00	-50.00		
6573	Funding & Resources Officer	OP1	50.00		-50.00		
6526	Faculty Rep Elections	UG/PGFac & Ed Sal	125.00	0.00	-125.00		
6521	Exam and Study Skills	Ed Sabb	125.00	0.00	-125.00		
6529	Training for Academic Officers / Faculty Reps	Ed Sabb	100.00	0.00	-100.00	-750.00	

Elections		Officer responsible : Returning Officer			Total	-1,400.00	Net spend by CUSU reduced by £300 c.f Model 1
		Budget holder	Debit	Credit	Balance	Total	
6541	Elections & Referenda	Elections C'ttee	1,400.00	0.00	-1,400.00	-1,400.00	

Ethical Affairs		Officer responsible : Ethical Affairs Chair			Total	-400.00	Net spend by CUSU reduced by £200 c.f Model 1
		Budget holder	Debit	Credit	Balance	Total	
6491	Team Discretionary ("General Ethical Campaigns/Pub	EA Team	1,500.00	1,300.00	-200.00		
6690	Community and Volunteering	C & V	50.00		-50.00		
6691	Ethical Consumerism	EConsum	50.00		-50.00		
6692	Ethical Investment	EInvest	50.00		-50.00		
6693	Environmental	Enviro	50.00		-50.00		
6492	One World Week Participation*	EA Team	0.00	0.00	0.00	-400.00	

6492: Any involvement with OWW will be funded from Team Discretionary budget

Resources Group & Coordination		Officer responsible : Coordinator			Total	39,100.00	Spend reduced by £1160, Income increased by £2000
		Budget holder	Debit	Credit	Balance	Total	
Coordination							
6411	Ethical Policy Research	Coor/EA Team	0.00	0.00	0.00		cut
6536	Sabb and Exec Training & Meetings	Coor	800.00		-800.00		
6537	Executive Meetings/Socials	Coor/Pres	0.00	0.00	0.00		rolled into Exec Training & Meetings (6537)
6413	Administration, Liason and Meetings	Coor	0.00	0.00	0.00		rolled into Exec Training & Meetings (6537)
6531	CUSU Clothing/Stash	Coor	300.00	300.00	0.00	-800.00	
Societies and Sports							
6496	Societies Training	Coor	800.00	800.00	0.00		
6498	Sports and Socs Development	Socs/Coor	100.00		-100.00		
6486	Societies Equipment Scheme	Coor	200.00	200.00	0.00		
6497	Societies Storage	Socs/Coor	500.00	500.00	0.00		
4347	Societies Fair	Coor/Bus.M	14,000.00	54,000.00	40,000.00		£45k from corporate, £9k from Societies (increase in stall prices)
6488	Societies Publication	Coor	750.00	750.00	0.00	39,900.00	

Code	Name	Budget Holder	DR	CR	Bal	Total Balance	
Welfare		Officer responsible : Student Support Officer			Total	-1,250.00	Net spend by CUSU reduced by £300 c.f Model 1
		Budget holder	Debit	Credit	Balance	Total	

Campaigns

6468	Team Discretionary ("General Welfare Campaigns and	Wel Team	450.00		-450.00	
6469	Sexual Health Outreach Teams	HIV-SH	100.00	0.00	-100.00	
6471	Student Safety	Safety	50.00	0.00	-50.00	
6487	Anti-Racism	ARO	50.00	0.00	-50.00	
6473	Eating Disorders Project	EDO	50.00	0.00	-50.00	
6576	General Mental Health	MWellbeing	50.00		-50.00	
6475	Students with Children	SSO	50.00	0.00	-50.00	-800.00

Services

6464	Personal Attack Alarms	SSO	1,000.00	1,000.00	0.00	
	Bike lights	SSO	1,200.00	1,200.00	0.00	
6474	Condoms	SSO	1,600.00	1,600.00	0.00	
6478	Pregnancy Test Kits	SSO	450.00	0.00	-450.00	-450.00

sold at cost to JCRs, MCRs and individual students

A lot of welfare related lines have been moved to within the Student Advice Service budget (see end)

Student Advice Service

		Officer responsible : Student Support Officer			Total	-17,187.50
		Budget holder	Debit	Credit	Balance	Total

	University Grant - CUSU portion	SSO		15,354.17	15,354.17	
	Expenditure - CUSU portion	SSO	32,541.67		-32,541.67	-17,187.50

Grant from University

Total expenditure (University Grant and CUSU Expenditure)

See Student Advice Service budget (at end of budget) for further breakdown

Autonomous Campaigns

Black Students Campaign (BSC)

					Total	-350.00	Net spend by CUSU reduced by £150 c.f Model 1
		Officer	Debit	Credit	Balance	Total	

6611	BSC - Campaigns	BSC	800.00	0.00	-800.00	
6613	BSC - Social Events ("Other Activities")	BSC	150.00		-150.00	
	BSC - Careers Fair	BSC	600.00	1,200.00	600.00	-350.00

Income generated through corporate stalls at Careers Fair

Disabled Students Liberation Campaign (DSLCL)

					Total	-350.00	New CAMPAIGN - first inclusion in the budget
		Officer	Debit	Credit	Balance	Total	Net spend by CUSU reduced by £150 c.f Model 1

6484	DSLCL - Campaigns ("Students with Disabilities")	DSLCL	200.00	0.00	-200.00	
	DSLCL - Welfare	DSLCL	50.00	0.00	-50.00	
	DSLCL - Freshers' Week	DSLCL	50.00	0.00	-50.00	
	DSLCL - Social Events	DSLCL	50.00	0.00	-50.00	-350.00

formerly the "Students with Disabilities" budget

iCUSU (International Students)

					Total	-350.00	Net spend by CUSU reduced by £150 c.f Model 1
		Officer	Debit	Credit	Balance	Total	

6622	iCUSU - Campaigns	iCUSU	250.00	0.00	-250.00	
	iCUSU - Welfare	iCUSU	50.00	0.00	-50.00	
6623	iCUSU - Freshers' Week	iCUSU	200.00	0.00	-200.00	
6624	iCUSU - Social Events	iCUSU	250.00	400.00	150.00	-350.00

Net spend by CUSU reduced by £100

Income generated through International Formals

Code	Name	Budget Holder	DR	CR	Bal	Total Balance
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LBGT Campaign						Total	-900.00 Net spend by CUSU reduced by £500 c.f Model 1
	Officer	Debit	Credit	Balance	Total		
6601	LBGT - Campaigns (incl. Admin & Resources)	LBGT	500.00	800.00	300.00		Income generated through KPMG sponsorship
6602	LBGT - Welfare	LBGT	50.00	0.00	-50.00		
6605	LBGT - Awareness Week	LBGT	300.00	0.00	-300.00		
6604	LBGT - Social Events	LBGT	550.00	0.00	-550.00		High level due to continued involvement with CUSU Ents Rendezvous
6603	LBGT - [no definition] (publication)	LBGT	300.00	0.00	-300.00		
6606	LBGT - Administration and Resources	LBGT	0.00	0.00	0.00	-900.00	rolled into Campaigns budget (6601)

Women's Campaign						Total	-1,100.00 Net spend by CUSU reduced by £400 c.f Model 1
	Officer	Debit	Credit	Balance	Total		
6432	Women's - Campaigns ("and Events" and "General Ex	WU	600.00	0.00	-600.00		
6423	Women's - Training & Development ("College Officers	WU	80.00	0.00	-80.00		
6433	Women's - Affiliations ("External Affiliations")	WU	90.00	0.00	-90.00		
	Women's - External - NUS	WU	280.00		-280.00		
6436	Women's - Publications (Gender Agenda)	WU	50.00	0.00	-50.00		
6431	Women's - Forum, Admin and Development	WU	0.00	0.00	0.00		rolled into Campaigns budget (6432)
6422	Women's - General Expenditure	WU	0.00	0.00	0.00	-1,100.00	rolled into Campaigns budget (6432)

NEW BUILDING COSTS

<i>Accounted Separately from Budget</i>		Debit	Credit	Balance	
7393X	Depreciation on new building expenses	£0.00		£0.00	no longer applicable as have reached the end of the 3 year depreciation after the Office Move

Affiliation Fees 2010-11 (Estimates)

These figures are the estimated Affiliation Fees, calculated using the most recent set of student numbers available in the Reporter (2008-09 numbers).

When JCRs and MCRs are invoiced in Lent 2011, it will be using the 2009-10 student numbers (as published in Michaelmas 2010)

College	UG No.	Est. 2010 UG @ £6.70	Est. 2010 Total Grad @ £3.00	of which PGCE (@ minus £1.50 each)	Total Grad Fee
Christ's College	412	£2,760.40	100	1	£298.50
Churchill College	480	£3,216.00	238	0	£714.00
Clare College	493	£3,303.10	258	0	£774.00
Clare Hall	1	£6.70	214	0	£642.00
Corpus Christi College	261	£1,748.70	178	3	£529.50
Darwin College	4	£26.80	586	5	£1,750.50
Downing College	442	£2,961.40	241	1	£721.50
Emmanuel College	530	£3,551.00	154	6	£453.00
Fitzwilliam College	494	£3,309.80	216	3	£643.50
Girton College	541	£3,624.70	179	1	£535.50
Gonville and Caius College	545	£3,651.50	233	0	£699.00
Homerton College	604	£4,046.80	448	330	£849.00
Hughes Hall	119	£797.30	391	43	£1,108.50
Jesus College	525	£3,517.50	277	5	£823.50
King's College	424	£2,840.80	232	2	£693.00
Lucy Cavendish College	116	£777.20	109	2	£324.00
Magdalene College	372	£2,492.40	165	1	£493.50
Murray Edwards College	380	£2,546.00	78	1	£232.50
Newnham College	393	£2,633.10	162	0	£486.00
Pembroke College	446	£2,988.20	197	3	£586.50
Peterhouse	264	£1,768.80	132	0	£396.00
Queens' College	530	£3,551.00	339	23	£982.50
Robinson College	419	£2,807.30	99	2	£294.00
St Catharine's College	466	£3,122.20	166	1	£496.50
St Edmund's College	147	£984.90	275	1	£823.50
St John's College	606	£4,060.20	325	1	£973.50
Selwyn College	386	£2,586.20	156	1	£466.50
Sidney Sussex College	385	£2,579.50	158	2	£471.00
Trinity College	721	£4,830.70	331	2	£990.00
Trinity Hall	390	£2,613.00	221	2	£660.00
Wolfson College	110	£737.00	486	1	£1,456.50
TOTAL	12006	£80,440.20	7344	443	£19,756.50

Grand Total

£100,196.70

Code Name Budget Holder DR CR Bal Total Balance

CUSU-GU Student Advice Service

Administered by CUSU on behalf of CUSU and the GU

Officer responsible : Student Support Officer

Budget holder

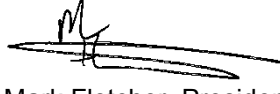
-0.00
Total

Code	Name	Budget Holder	DR	CR	Bal	Total Balance
Student Advice Service Income						
7510	CUSU allocation to the Student Advice Service	SSO	0.00	32,541.67	32,541.67	CUSU budget (£32541 in 2010-11 budget)
7511	GU allocation to the Student Advice Service	[GU President]	0.00	35,541.50	35,541.50	GU budget (£3000 in 2009-10 budget, £32541 in 2010-11 budget)
Each allocation derived from union contribution and half of University Grant						
Student Advice Service Expenditure						
7512	Student Support Officer (SSO) - Salary, NI & Tax	Coor	18,750.00	0.00	-18,750.00	01 Jul 2010 - 30 Jun 2011 (Morgan); 01 Jul 2010 - 14 Jul 2010 (Amiya)
7513 (7514)	Student Advisor (SA) - Salary, NI, Tax & Pension Com	Coor	32,250.00	0.00	-32,250.00	If appoint at £28,000 salary
7515	Training - Internal Service development	SSO	4,000.00	0.00	-4,000.00	Training & development for Advisor and ALL Sabbs in Service
7516	Training - Provision given BY Service	SSO	750.00	0.00	-750.00	Training provided to JCR,MCR, CUSU, GU & Autonomous Campaigns
7517	Casework expenses	SSO	173.17	0.00	-173.17	Sundry Expenses - Travel etc.
7518	Publications	SSO	1,300.00	0.00	-1,300.00	Issue specific materials (posters, leaflets etc)
7519	Service Promotion and Publicity	SSO	800.00	0.00	-800.00	Central Service Promotion
7520	Website Development & Maintenance	SSO	750.00	0.00	-750.00	Development of Service related web-presence
7521	Service Resources	SSO	500.00	0.00	-500.00	Internal resources - affiliations, resources etc.
7522	Insurance	SSO	1,820.00	0.00	-1,820.00	Advice-giving indemnity and contribution to CUSU and GU overheads
7523	Equipment & Furniture	SSO	1,110.00	0.00	-1,110.00	Set-up costs and contribution to CUSU and GU overheads
7524	Computing	SSO	2,000.00	0.00	-2,000.00	Set-up costs and contribution to CUSU and GU overheads
7525	Contribution to Office overhead costs (CUSU and GU)	SSO	3,880.00	0.00	-3,880.00	Overhead costs - calculated per union
						-68,083.17

Version approved by:



Adam Colligan, Coor.



Mark Fletcher, President



Reserves Policy

Version Approved 29th July 2009

It shall be the policy of the Cambridge University Students' Union to maintain a level of liquid or semi-liquid reserves at a level that could sustain approximately six months of operating expenditure in the event of a catastrophic disruption to the union's income.

It is noted that the CUSU Constitution (K.4) states, in part:

It shall be a duty of the Coordinator to ensure that the Budgets presented to Council do not propose that expenditure shall exceed income in any Financial Year.

...and that this may be problematic to necessary attempts either to reduce the reserves following years of unexpected profit or to expend the reserves in emergency situations for which their use is intended, especially if such situations overlap with a period in which a CUSU budget is due to be prepared.

Therefore, planned expenditures of the Reserves must only be made in the following circumstances:

Either:

- a) The Board of Trustees has ruled that a certain expenditure is necessary in order to maintain the objects of the Union, protect the integrity of the union, or deal with an imminent liability, and failure to expend from the Reserves would be seriously irresponsible

Or

- b) The Coordinator and the CUSU Council have both approved an expenditure of Reserves, the Democracy and Development Team has certified that the expenditure is Constitutional, and the union's appointed auditors have approved the legitimacy of the expenditure.

Unplanned expenditure of Reserves, as in emergency situations (e.g., a court judgement against the union's assets, the sudden bankruptcy of a major creditor, or the destruction of significant CUSU property) may be made pursuant to the normal rules of purchasing for the union, provided that the Coordinator keeps both the Board of Trustees and the CUSU Council informed as to the situation on an ongoing basis and sets out a long-term plan for restoring the Reserves.

SECTION TOTAL
The total spending for everything within the OVERALL section

OFFICER RESPONSIBLE
The Officer (Coordinator, Head of Team or Head of Autonomous Campaign) who is responsible for this section of the budget.

BUDGET HOLDER
The person (Executive Officer or Staff member) who is responsible for the day-to-day management of each budget heading.

BUDGET CODE
This is used through the year to monitor spending in each area, when Officers complete Purchase Orders these numbers are used.

Democracy and Development ("D&D")		Officer responsible : President		Credit	Balance	Total	90,207.00
Budget holder	Debit	Debit	Total				
6538 Team Discretionary (incl "University Interaction")	D&D Team	50.00	0.00	0.00	-50.00		
6539 University Interaction	Pres.	0.00			0.00		-50.00
External							
6543 NUS - Conferences	Pres.	900.00			-900.00		
4142 NUS - Affiliation Fees	Pres.	8,593.00			-8,593.00		
6472 UK CISA Affiliation (Int Students)	Pres.	350.00			-350.00		
6505 Aldwych Group Expenses	Pres.	700.00			-700.00		-10,543.00
Internal							
4346 CUSU Membership Card ("Student ID")	Bus. M/Pres	2,100.00	3,000.00	900.00			
4141 Common Room Affiliation Fees	Coor	0.00	100,200.00	100,200.00			
6542 Council Meetings & Open Meetings	Pres.	300.00	0.00	-300.00			100,800.00
TOTAL							

DEBIT
The amount that is spent on each activity

CREDIT
The amount of income that is attached to each activity

BALANCE
The net spending (the "cost to CUSU") of each activity
Red = net spending
Black = net income

TOTAL
The net spending for this group of activities

