

AGENDA – Full Committee Meeting - 5th March 2017

1. Exec/officer updates
2. Bar extension and budget review
3. Stewarding review (see Appendix 1)
4. Housing ballot review
5. Kitchen standards review
6. CUSU council agenda discussion
(<https://gallery.mailchimp.com/1341ffddbefcf0762a5a4fc86/files/92d985d9-5724-42da-99a1-463023192ffa/CUSU Lent Council IV Agenda.pdf>)
7. Discussion of CUSU president manifestos
 - a. Jack Drury: https://s3-eu-west-1.amazonaws.com/nusdigital/document/documents/32387/f8fd3d65d4774d5e903d9e7d114b42aa/Jack_Drury_Manfiesto.pdf
 - b. Daisy Eyre: https://s3-eu-west-1.amazonaws.com/nusdigital/document/documents/32386/fce3a3b7c6c7b1a02433119df619b2ba/Daisy_Eyre_Manifesto.pdf
 - c. Keir Murison: https://s3-eu-west-1.amazonaws.com/nusdigital/document/documents/32388/3d820467137d664a77ab34c6d04c2730/Keir_Murrison_manifesto.pdf
8. JCR swap

Appendix 1: Draft Regulations and Responsibilities for Stewarding at College Bar Events

There must be at least four stewards for a bop held in the College bar. A list of stewards is to be given to the Bar Supervisor in advance of the bop. The bar extension and booking form will not be signed off by the respective signatories unless there are the required number of stewards.

Steward responsibilities:

- Meet with the Bar Supervisor before the bop begins to introduce themselves and also sign the declaration of stewardship.
- Stewards are to be identifiable to the bar staff throughout the evening.
- To watch out for instances where students bring into the bar their own alcohol (this is against the bar license) and report such instances to the Bar Supervisor.
- To politely and firmly request any students behaving in an unruly or disruptive manner to be considerate of others. If the situation requires, report the situation to the Bar Supervisor who may refer the incident to the duty porter to be resolved if necessary.
- Setting up and setting down the bar area in a timely fashion, including returning equipment used from the JMA cupboard.

- Assist bar staff in clearing up glasses/rubbish in the bar area throughout the event as well as at the end of the evening.

Stewards should be actively engaging with the role of stewardship outlined – ie keeping attention to what is going on around them in the bar and responding in the appropriate manner.

Stewards are strictly prohibited from drinking alcohol whilst on duty. Any instances of this requirement being broken will be taken seriously and the individual will be referred to the Dean.