

Finance and Planning Comms Channels

	Blog (Monthly)	All Team Brief (every 4 months)	Planning Team Brief (Quarterly)	Finance Team Brief (every 4 months)	Emails to all F&P staff (ad-hoc)	Finance and Planning Intranets	No channel exists
Comms we currently share	<ul style="list-style-type: none"> Charity People stories Personal successes Estates masterplan updates (link from news round-up) Sustainability LICC Staffing changes (starters, with photo, leavers and movers) 	<ul style="list-style-type: none"> Work successes PSOM impacts (high level - Deborah's perspective) Sector news Success stories Guest speakers (getting to know....) 	<ul style="list-style-type: none"> PSOM (impact on Planning) Large pieces of work that the team are doing Briefing from ULT member re what Planning can do to help Internal/external environment updates Recruitment / staff changes Project progress / CI & BA updates 	<ul style="list-style-type: none"> Work success stories Personal success stories Directorate news Current financial position 	<ul style="list-style-type: none"> LICC - Coffee mornings and meeting invitations Charity - Specific events that are taking place Directorate news (information that affects everyone that is time bound) SHU and external sector news PSOM and impact on Finance and Planning External (local) news e.g. road closures etc. Operational updates Travel and weather 	<ul style="list-style-type: none"> Signposting for processes and activities (finance) Who's Who Structure charts CI/BA/PM Toolkits 	<ul style="list-style-type: none"> Monthly emails from Head of SPBC (too much content and PSOM detail may be better through another channel)
Comms we don't currently share				<ul style="list-style-type: none"> PSOM (Impact on Finance) 	<ul style="list-style-type: none"> PSOM re staffing changes in other areas of the University 	<ul style="list-style-type: none"> SHU Statistics (student recruitment and financial position) Planning project list Case studies (Planning) Planning service offer 	<ul style="list-style-type: none"> PSOM - Word of mouth (how do we manage this?) PSOM - Impacts on faculties we deal with regularly