



Minutes of the Imperial College Union
Appointments and Remunerations Committee
18 November 2015
Meeting Room 6, 17:00

Present:

Lay Trustee	Neil Sachdev (NS)
Alumni Trustee	Andy Heeps (AH)
Deputy President (Clubs and Societies)	Ben Howitt (BH)
Deputy President (Welfare)	Jennie Watson (JW)

Apologies

Union President	Lucinda Sandon-Allum (LSA)
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Permanent Observers

Managing Director	Joe Cooper (JC)
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Observers

Administration Support Manager – Clerk	Laura Fellows (LF)
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Managing Director Recruitment

Lucinda isn't present at today's meeting but Joe has spoken to her about this beforehand.

Recruitment consultants

Joe has met with three recruitment consultants; Peridot, Green Park and Gatenby Sanderson who have each provided a pitch to support this recruitment process.

Gatenby Sanderson – They have the biggest staffing figures and a good range of previous assignments. They have been ruled out due to; it was felt they were giving the standard process and didn't really understand us. It didn't feel personalised, they got the job title wrong and Leadership was not mentioned once in the whole presentation.

Peridot – We have used them before and they know the sector well. But on the flip side to this, those already in the sector will know about the role.

Green Park – Their pitch was very different and spoke a lot about core values. They are the youngest company and are gaining a good reputation. We have no proper knowledge of them or of working in the student union sector but they did seem to have some understanding.

Agreed:

- To have Lucinda and Neil meet again with Peridot and Green Park next week to talk further with each to make a final decision.

The appointed consultants will be invited to present their recruitment plan at the next meeting, 10 December.

Interim arrangements

Option 2 has been dismissed as Lucinda's feedback suggested this wouldn't deliver her what is needed during this time. There is also a feeling of who is going to make a final decision on things.

Option 3 – Alex and Malcolm both have credibility and are both viable options. But if Alex does decide to go for the role we have to consider this going forward. We want to ensure a process is in place that means if offered the permanent role that doing the interim was not part of the final decision process.

Agreed

- Each member of SMG that is interested is to submit a statement to Lucinda and Neil stating why they should be considered for the role and what considerations are needed to back fill their position.

Job description

This was completely reviewed back in 2012. Some further changes need to be made to some of the old language included. Some discussions happened around the need to look at the possibility of changing the title. This is something that the Officer Trustees need to consider between then and take to Council if necessary. A name change might better support getting the very best candidates. With some guidance from the recruitment consultants to role will be offered circa £75k to make it attractive but also allow some flexibility.

Panel

A review of the panel will need to take place to see if we can get a good mix of members that have old experience as a lot listed are new. There will need to be a good student base but they need to be informed they are there to support Lucinda through the decision process and not choose for her.

Other

Joe will have the funding agreement resolved before he leaves in January. This is a process which relies on leveraging relationships and would be harder for a new person to do.

The strategy will have had some drafts produced, but the plan agreed on will still allow the new appointment to have an input before the deadline.