

**Imperial College Union**  
**Recommendation of Union HST**  
*A Note by the DPFS*

**Exec Notes:**

Dr Simon Archer has served as Union HST since 2003 but under the new Finance Regulations he can only serve office for a maximum of five years. The relevant section of the Finance regulations is given below.

**Union Honorary Senior Treasurer**

41. The appointment of the Union Honorary Senior Treasurer shall be determined by the Trustee Board on the advice of the Executive Committee and approved by the Rector or his or her nominee and he or she shall:
1. Act as a payment authority for the main Union bank accounts and be empowered to act on behalf of the other Honorary Senior Treasurers in their absence,
  2. Ensure, on behalf of the College, that the Union Financial regulations are observed,
  3. Be a Permanent Observer of the Trustee Board, Council and Executive Committee,
  4. Ensure that all books and financial records pertaining to the Union are submitted to the Clerk to the College Council within 45 days of the end of the financial year,
  5. Be responsible for ensuring that any anomaly or discrepancy in the financial management of the Union is reported to the Deputy President (Finance and Services). If no satisfactory outcome results, the matter shall be reported to the President, and, if appropriate, to the College Internal Audit section and the Rector.
  6. Exercise office for a maximum of five years.

**Exec Believes:**

During his office, Dr Simon Archer has acted within the guidelines detailed in point 41 of the Finance Regulations.

Dr Simon Archer is of sound character and continues to be suitable for the position of Union HST

**Exec Resolves:**

To recommend to the Trustee Board that they reappoint Dr Simon Archer as the Union Honorary Senior Treasurer.