

Imperial College Union
Update on Governing Documents
Governance & Membership Committee
September 2nd 2021

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Purpose: To make the Committee aware of the current status of the Governing Documents and the plan going forward.

Decision(s): To note

1. Current Status of the Governing Documents

- The ICU Governing Documents (Constitution and Bye Laws) last underwent a major review and reapproval process in the 2018/19 academic year.
- The Board of Trustees is required to review the Governing Documents every five years, and so the next review will not be required until the 2023/24 academic year.
- Since the last point of review, no amendments have been made to the Constitution, however a number of amendments to the Bye Laws have been passed by both Union Council and the Board of Trustees. Other amendments have also been passed by Union Council but not yet by the Board of Trustees. None of these changes are reflected in the version of the Bye Laws on the ICU website.
- The Appendix to this paper presents a current 'snapshot' of the Bye Laws, reflecting all fully approved changes since the 2018/19 review, including:
 - The addition of an extra External Trustee to the Board,
 - Changes to the nature of Union Policy,
 - Addition of a formal role description for the Felix Editor,
 - Reflection of the new structure of Subcommittees under the Board of Trustees,
 - Changes to the Complaints and Discipline Proceduresas well as other, more minor changes.
- This does not reflect some minor changes not yet passed by the Board of Trustees, including changes to the DPFS Role Description.

2. Going Forward

- This snapshot will be presented to note at the upcoming Board of Trustees meeting, and then will be sent to marketing to visually improve and put on the website.
- It is recommended that going forward, the President is responsible for implementing in the Bye Laws any amendments made during their tenure. Each year, the Governance and Membership committee should have sight of these amendments as a standing item, and the public version of the Bye Laws on the website should be correspondingly updated annually.