

Imperial College Union
Sabbatical Accommodation Policy – An Amendment
A paper by the Deputy President (Finance & Services)

Notes

1. That holders of sabbatical office (Sabbaticals) are expected to take a room in halls for the duration of their term, as laid out in the Sabbatical Accommodation Policy. The cost of the room is paid by the Union and is provided as an untaxed benefit-in-kind.
2. If a Sabbatical should wish to live out of halls, he or she must seek permission from Council. Historically, this request has never been challenged. If granted, the Sabbatical is eligible to receive an honorarium equal to 75% of the average rents of price band D rooms, which is subject to tax. The DPFS and Felix Editor currently have permission to live out of halls, and are receiving this honorarium.
3. After tax, this honorarium is effectively reduced to 60% of the average rent of price band D rooms. National Insurance contributions further lower this to 51%
4. The cost of living in halls is higher than living in shared private accommodation.
5. That were the policy to be amended as laid out in Appendix 2, the budget for 2011/12, as approved by the Executive Committee, has allowances for the increased outgoings.
6. An amendment to the Policy was submitted to Council, where the discussion focused on actual figures. The paper fell.
7. After discussion with members of the Executive Committee and the forming of a consensus, it was brought to Council again so that the discussion could focus on the principle of the disparity. Council refused to reconsider the paper.
8. Regulation One, point 5.4 states that the Trustee Board has final responsibility for approving the remuneration of Sabbatical Officers.

Believes

1. There is currently a rather large discrepancy between the remunerations of Sabbaticals in the same role. However, the Union should avoid taking any action that dissuades Sabbaticals from taking a room in halls.
2. That 75% of the average rent of price band D rooms is an appropriate level to pay, as this roughly equates to the difference between shared private accommodation and single en-suite rooms in halls.
3. Tax and National Insurance implications were not taken into account when passing the original policy. Therefore, the honorarium paid should be 75% after tax.
4. In order to fairly remunerate all Sabbaticals, the pre-tax honorarium should be raised to 93.75% of the average rent of price band D rooms before tax, so that the post-tax honorarium is 75%. National Insurance would still apply, effectively reducing it to 66%.
5. Trustee Board originally requested that Council consider the principle of Sabbaticals living in halls. Council's discussion focused too much on actual figures, and not on the principle of the large disparity in remuneration between different Sabbaticals.

Resolves

1. To amend the original policy in order to provide a pre-tax honorarium of 93.75% of the average rent of price band D rooms.
2. To apply the amended policy retroactively to the Sabbaticals in post in the 2011/12 term of office, and to back-pay them as appropriate.

Appendix 1

Base salary (1b.5)	£18,140.00
Monthly	£1,511.67

Average Band D	£9,351.20
Monthly	£779.27

Honorarium	£7,013.40
Monthly	£584.45

Cost of living externally (estimated, monthly)

Rent	£620.00
<u>Utilities</u>	<u>£60.00</u>
Total	£680.00

Monthly pay	Current	Amended (93.75%)	(Full 75%)
Halls (gross)	£1,511.67	-	(-)
Halls (net)	£1,224.71	-	(-)
Living out (gross)	£2,096.12	£2,242.23	(£2,371.15)
Living out (net)	£1,622.43	£1,721.49	(£1,809.16)
Living out (less living)	£942.43	£1,041.49	(£1,129.16)
Difference	£282.28	£183.22	(£95.55)
Annual	£3,387.36	£2,198.61	(£1,146.60)

Michael Foster

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Appendix 2

Imperial College Union Sabbatical Accommodation Policy –
Replaces “Officers Use of Halls Room Policy”
Passed by Union Council 17th May 2010

1. Imperial College Union strongly supports the use of rooms in halls of residence by senior officers of the Union as it is vital to maintaining the connection between officers and the student body, and allowing officers to work effectively for the Union.
2. Holders of sabbatical positions, including the Sabbatical Officers, ICSMSU President and the Felix Editor, will be offered a room in price band ‘D’, available in Beit, Prince’s Gardens or Evelyn Gardens, subject to approval from Residences.
3. If officers wish to decline their offer of a hall room for any period, they may do so only with the prior permission of Council. The designated room will be re-allocated by Residences, so an officer who has declined a room will not be able to take a room in halls at a later date.
4. If officers wish to live in accommodation other than their designated halls room, they may only do so with the prior permission of Council and will be afforded no assistance from the Union in obtaining that accommodation.
5. Rooms will only be allocated to officers prior to the start of the academic year. If a position is filled during the academic year the officer will not be able to live in halls of residence.
6. Any unallocated rooms will be returned to Residences for re-allocation.
7. As details of officers taking up rooms are required by Residences considerably prior to the start of the academic year, preferences must be submitted to the Governance Coordinator by the 1st May. If an officer-elect does not accept their offer of a room or is out of contact every effort having been made to contact them by the time details are needed by Residences, they will be deemed to have rejected their offer.
8. The Union shall pay the full rent for holders of sabbatical office living in halls or shall pay an honorarium equal to 93.75% of the average rent of price band ‘D’ rooms¹, should rent not be payable to College, on behalf of sabbatical officers.
9. The President is responsible for running and enforcing this policy and will rule in the event of a dispute.

¹ This is the gross level. Net level is 75%, taking into account 20% income tax.