



INSTITUTE OF MANAGEMENT SERVICES

Minutes of the Council of Management meeting held on Friday 1st April 2022
at 10:30 am via Teams

		Action
CM2326	<p>Chair's Introductions</p> <p>AM welcomed everyone, and formally welcomed new Council member, Chris Elkington. AM congratulated Scott Grant on a successful Student of the Year awards and recognised Ian Bromley's upgrade to Fellow (in absentia)</p>	
CM2327	<p>Attendance Record</p> <p>Dr A Muir (Chair & Treasurer) (AM), Mr D Blanchflower (Deputy Chair) (DB), Mr Richard Taylor (RT), Mr Mostyn Lewis (ML), Mr Ken Gamble (KG), Mr Chris Elkington (CE)</p> <p>In Attendance</p> <p>Ms L McGain (LM), Mr Bertie Hart (BH)</p>	
CM2328	<p>Apologies For Absence</p> <p>Ian Bromley</p>	
CM2329	<p>Matters Arising and Acceptance of Previous Minutes</p> <p>Correction to CM2317 – KB changed to KG</p> <p>Discussion took place on the future appointments to fill the existing trustee vacancies with agreement that Council members would endeavour to identify suitable candidates.</p> <p>Minutes accepted – Proposer DB Secunder ML</p>	
CM2330	<p>Treasurers Report (AM)</p> <p>The Treasurer reported on the Institute's finances. It was noted that the Institute had five regional current accounts and that all regions had been inactive for several years. DB to consult with regional officers and produce a report for the next Council meeting to discuss the regional structure.</p> <p>AM to produce a comprehensive report on the Institute's banking and investment structure for the next Council Meeting. AM to also consult with the Auditors in respect of monies designated as specialist group funding.</p> <p>Discussion also took place regarding the income and expenditure report for the first quarter of the year. It was agreed that additional information and clarification would be provided on certain budget headings.</p> <p>AM suggested that LM generate a profit and loss report prior to each Council meeting. The Institute travel expenses would also be reviewed.</p>	<p>DB</p> <p>AM</p> <p>LM</p>
CM2331	<p>Membership Report (RT)</p> <p>RT pleased with the high volume of training courses that have taken place in the first quarter. The fourth remote/live training group has also been completed with the African government. With the amount of training being done by Scott Grant the IMS membership level will be on track to have already achieved the whole of 2021 level by mid 2022 (back at 2018/19 levels).</p> <p>Membership has steadily increased over the past few years. RT working with Cygnul to now prioritise retention going forward, of those who have expiring 5-year Affiliate Memberships. The first batch has been Q1 of 2017, with this to be an ongoing, quarterly initiative including repeat follow up if there has been no response to first contact. Subject to numbers, typically it could be 40-50 targets across each year which is around 40% of new Affiliates (60% go to Life)</p> <p>In the workplace, due to the global issues facing businesses, there is a feeling that productivity should be higher on their agenda.</p>	

BSI have cancelled 2 British Standards which related to productivity. General feeling was that BSI had not made any money from them, so were taken off the list, despite opposition from IMS and other organisations.

RT has been in touch with them and to re-instate the standards, the process would have to be restarted. Suggested that IMS could join up with a productivity partner (eg Productivity Institute in Manchester) to build momentum. These standards are recognised and respected internationally.

CE & KB suggested contacting trade and business groups.

AM will contact Colin Coulson-Thomas with current issues and see if he can offer guidance in taking this forward.

AM

Education Report (RT)

RT to hold meeting with IB on the 12th April to discuss TSP examination process and marking, will then be able to talk to potential new TSP Examiners.

Media (DB)

DB expressed the need for hosting of the existing Institute website, and a finalisation of the new website.

LM confirmed that she has already contacted PV.

DB also suggested regular Webinars that could potentially drive member engagement.

CM2332

IMS Office at Lichfield Business Village

It was agreed that RT would produce a report on this and will circulate to Council.

RT

CM2333

Council Positions and Trustees

KG agreed to review existing Institute policy documents and ensure the Institute met all legal requirements.

ML said some sustainability policies should be put in place.

AM asked CE if he would be interested in the role of Company Secretary. CE felt it was a bit early in his tenure as a Trustee but would give this some consideration as his other commitments were less pressing.

KG

CM2334

Cygnul (Update on Service Provision)

DB requested to see an enquiry log containing progress with work relating to administration and updates to the website.

BH

CM2335

Date of Next Council Meeting and Arrangements for AGM

Friday 10th June at 10:30am via Teams.

Suggested that 2022 AGM still virtual (papers to be published in June Journal) – Date arranged 14th October 2022

CM2336

Any Other Competent Business

Website host change. LM to move emails over in the first instance.

LM

CM2337

Chairman's Closing Remarks

The Chairman thanked everyone for attending the meeting.

Distribution: Andrew Muir
David Blanchflower
Richard Taylor
Mostyn Lewis
Ian Bromley
Ken Gamble
Chris Elkington