

HELOA Group Development Annual Report 2021

This year has been another challenging one for groups, with the year starting in another lockdown and various restrictions in place for at least the first half of the year. Once again, the way in which the Group Chairs and committees have dealt with the upheaval, all whilst undertaking ever-changing day jobs has been remarkable. Attendance at online group meetings continued to be buoyant and, in some cases, significantly higher than previous face to face meetings. Members are looking for choice going forward, so groups will look at what works for their area best, whether that is hybrid meetings or just a mix of face to face and online meetings throughout the year.

This year, together with the VC Training and VC Finance, I created a guidance document for groups which explains the process for booking training for groups. This combined with the training spreadsheet created by the training team, which contains all training information in one place should make things easier and quicker for group chairs/VCs when considering potential training providers.

Following discussions with Dawn from the HELOA office this year, each group now has their own HELOA Google Drive to keep all documents in one place, allowing easy access for all committee members.

The innovative mentoring scheme created by the North West & Northern Ireland group is proving to be extremely beneficial for members. The aim was to roll the scheme out to all groups during 2021, however, due to workloads and particularly the lack of full committees in some groups, this has not been possible for everyone to achieve, and has not been a priority for those groups this year. We do now have the Scotland group, Midlands and North East, Yorkshire and the Humber on board with their own mentoring schemes and they are proving to be well-received within their groups. As previously discussed, the most pressing issue for 2022 is to ensure a full complement for each group committee and once this has been achieved, rolling out the mentoring scheme within those groups will be the next priority.

The biggest challenge this year has been filling roles within group committees, particularly those within the smaller groups, where fewer institutions make up the group. Despite various attempts to increase applications, including my attendance at all group meetings to encourage applications and to hopefully dispel any fears about the workload of the roles, along with the revamp of the role profiles, which now include testimonies from current group committee

members, several roles still remain unfilled unfortunately. I will work closely with those groups in 2022 to try and encourage members to apply for group roles. 2021 may have put members off applying due to increases in workloads in the 'day job', so it will be interesting to see what effect going back to a more normal routine this year will have on applications.

I would like to thank Rachel Cox who stepped down from her group chair role during 2021. Rachel continued her term as group chair for longer than expected due to a lack of applications for the roles when advertised, so thank you for all your hard work and dedication. Welcome to Stephanie Jong who took over the Anglia group chair from Rachel this year, she has settled in well and has lots of support from her VC Annabel Osborn in order to do this.

I would also like to thank Rebecca Bowen, who stepped down in January 2021, for her continued support and hard work as group chair for Wales, Andy Jackson took over the role this year and he has been a great addition to the group.

Thanks also go to Rebecca Robson for her time as group chair for London, who stepped down to go on maternity leave. Ashleigh Hope has taken on the role this year and is proving to be another great addition to the group.

I would also like to thank Rebecca Oliver for continuing her term as group chair for longer than expected due to a lack of applications for the roles when advertised.

Finally, I would like to recognise and thank all group chairs and committees for their amazing support and guidance to members through yet another challenging year. You have all shown tremendous resilience and dedication to ensure members have remained engaged and supported throughout this uncertain time alongside your ever-changing day jobs. It is a pleasure to work with all of you and I look forward to working with you all again in 2022.

Amanda Kenningley
HELOA Vice-Chair (Group Development)
November 2021

***Please note that some group information is missing from the reports due to activity taking place after the report deadline.**

**HELOA Anglia
Annual Report 2021**

Group Committee Officers

Committee Position	Name	Institution
Chair	Stephanie Jong	University of East Anglia
Vice Chair (Membership & Communication)	Annabel Osborn	University of Suffolk
Vice Chair Training & Partnership	Olivia Matthewson - stepped down 10/21, currently vacant	University of Cambridge
UCAS Events Working Group Representative	Aemilia Mcdonnell	University of Suffolk
UCAS Product Development Group Representative	Vacant	

2021 Group Meetings

Date of Meeting	7 May 2021
Location	Zoom
Number of Attendees / Institutions	24 attendees
Summary of activity	Anglia meeting and sharing how everyone's work has adapted to Covid-19, followed by two training sessions.

Date of Meeting	24 September 2021
Location	Zoom
Number of Attendees / Institutions	19 attendees
Summary of activity	Anglia meeting followed by a training session around T levels.

UCAS Conventions held in the region

- No physical events held in 2021 due to Covid-19 pandemic. HEIs took part in online events instead.
- Physical events will take place in Bedfordshire, Cambridgeshire, Essex, Suffolk and Norfolk in 2022

Publications/Events (if any)

N/A

Challenges

There are two key challenges:

1. Attendance at meetings
2. Engagement and participation in voting for training, or engaging via email communications

Special Mentions

A huge thank you to Olivia Matthewson who finished in the Vice Chair (Training) role in October. Olivia has been an instrumental committee member, organising both a wide variety of in person and online of training sessions. Your bubbly nature, organisation and your push to change the norm will be missed.

Finance

Purpose	Amount

Future Plans

- Embedding the mentoring scheme
- Training sessions
- Improving attendance at group meetings
- Improving engagement with voting/expression opinions within the Group
- Two zoom meetings per year, and one face to face (hopefully December)

Dates for 2021-22 Regional Meetings:

- 10/12/2021
- 13/05/2022

HELOA Anglia Membership

List of regional institutions
Anglia Ruskin
University of Suffolk
UEA
University of Hertfordshire
University of Bedfordshire
University of Cambridge
Norwich University of the Arts
Writtle University College

Stephanie Jong and Annabel Osborn
HELOA Anglia Group
October 2021

HELOA London
Annual Report 2021

Group Committee Officers

Committee Position	Name	Institution
Group Chair	Ashleigh Hope	Guildhall School of Music & Drama
Group Vice Chair: Membership and Communication	Nick Chambers	City, University of London
Group Vice Chair: Training	Charlotte Johnson-Maltby	St Mary's University, Twickenham
Group Vice Chair: Training	George Green	Brunel University
UCAS Events Working Group representative	Kat Knight	City University
UCAS Product Development representative	VACANT	

2021 Group Meetings

Date of Meeting	Monday 24 May - Thursday 27 May
Location	Virtual
Number of Attendees / Institutions	Day 1: 16 / 14 Day 2: 30 / 18 Day 3: 26 / 18 Day 4: 19 / 9
Summary of activity	Day 1: UKC and UCAS updates; Observe GP Royal College of General Practitioners Day 2: Healthcare programmes and supporting learners Day 3: STEM Outreach at Brunel; Mature Learners Panel

	Day 4: Careers Panel; General Discussion
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Date of Meeting	Wednesday 29 th September
Location	Virtual
Number of Attendees / Institutions	43 / 24
Summary of activity	UKC and UCAS updates (include promotion of Product Development role); Greater London Authority Careers Hubs; T-Levels, Cache/NFCE Qualifications; Student Finance Update

Date of Meeting	Tuesday 14 th December
Location	London Southbank University
Number of Attendees / Institutions	TBC
Summary of activity	TBC

UCAS Conventions held in the region:

Create Your Future London Excel - 5-6 October 2021

Publications/Events (if any)

N/A

Challenges

The biggest challenge the committee have faced this year has been balancing our normal workloads with our HELOA commitments, as Covid-19 continues to change our day jobs and place increasing demands on our time. We have all been in new roles within our institutions, so finding our feet there (when working from home!), and within HELOA has taken time.

However, we're getting there, and coming together in person recently really helped us define what we'd like to achieve, and a solid plan for getting there.

For the group, attendance at sessions continues to be a challenge - there is definitely an air of fatigue around online activity now, and it does seem much easier to drop-off online activity at the last minute. We hope that the in-person event in December will be well attended and will encourage new members to join us.

We're all also missing the social element of HELOA meetings and being out and about on the road - it's hard to get to know people over Zoom, and we look forward to getting to know people over a cuppa in the future.

Special Mentions

Huge thanks to Krishna Maroo and Becky Robson for their dedication to HELOA up to the end of 2020/early 2021 - you made it look very easy! And thanks to Nick, Charlotte, George and Kat for their unwavering commitment to their HELOA roles.

Finance

Purpose	Amount
Lunch for committee meeting in October	£68.23
Catering for December event	TBC

Future Plans

We intend to establish a HELOA London Reading group, to support colleagues in enhancing their knowledge about the sector, and to provide a forum for discussion. We will roll out the HELOA Mentoring programme, with a launch in May 2022. We also hope to hold some regional activity around National Conference - an online meet and greet a few days before, and a reflections event in February, where those who attended can share their learnings with those that couldn't. Finally, we'd like to increase member engagement by implementing a termly newsletter and having an ongoing online discussion group (possibly on LinkedIn).

Dates for 2022 Regional Meetings:

TBC - February, May, September and December

HELOA London Membership

List of regional institutions	
Brunel University London	Queen Mary University of London
City, University of London	SOAS University of London
Coventry University (regional)	St George's University of London
Goldsmiths, University of London	St Mary's University
Guildhall School of Music and Drama	The University of Law
Imperial College London	UCL
King's College London	University College of Osteopathy
Kingston University	University of East London
London Metropolitan University	University of Hertfordshire
LSE	University of Roehampton
London South Bank University	University of the Arts London
Middlesex University	University of West London
Pearson College London	University of Westminster

Ashleigh Hope
HELOA London Group
November 2021

**HELOA Midlands
Annual Report 2021**

Group Committee Officers

Committee Position	Name	Institution
Group Chair	Dylan Cozens	Coventry University
Vice Chair Memberships and Communications	Georgina Linton-Smart	University of Birmingham
Vice Chair Training and Partnerships	Victoria Spink	University of Derby
Vice Chair Training and Partnerships	Savannah Robinson	University of Leicester
UCAS Working Group Representative	Emma Clowes	University of Derby
UCAS Product Development Group Representative	Sarah Booth	Warwick University

2021 Group Meetings - all meetings start with a Midlands Chair and UCAS update

Date of Meeting	Midlands Meeting - 18/2/21
Location	Virtual
Number of Attendees / Institutions	61 from 24 institutions (18 out of 21 Midlands, 6 regional)
Summary of activity	<ul style="list-style-type: none"> - Midlands mentoring scheme launched - Breakout session to discuss a Midlands project for 2021 - this developed into the Midlands Universities Roadshow which took place in September 2021 - Breakout session 2 - working with schools in 2021, staying motivated at home, results day 2021, clearing and confirmation

Date of Meeting	Networking and Development Day - 1/6/21
Location	Virtual
Number of Attendees / Institutions	29 from 16 institutions (12 out of 21 Midlands, 4 regional)
Summary of activity	<ul style="list-style-type: none"> - Update on the Midlands mentoring scheme - Student Finance England update, Ahmar Ehsan - Session on Running Student Ambassador Schemes by Georgie Linton Smart from the Midlands committee - Session on Engaging Mature Learners - Caroline Priestley, University of Bradford

Date of Meeting	Training Day - 9/9/21
Location	Virtual
Number of Attendees / Institutions	43 from 17 institutions (13 out of 21 Midlands, 4 regional)
Summary of activity	<ul style="list-style-type: none"> - Keynote on HE Policy Landscape 2021 by Aaron Porter, HE Consultant - Breakout session 1; events on campus including best practice and risk assessments and school plans for the academic year - Keynote 2 on Understanding Gender Diversity - Sam Hope, Trans and Gender Diversity Awareness Practitioner - Student panel - discussion with current students on studying their first year at university during COVID and their hopes for second year

Date of Meeting	Christmas meeting - taking place on 8/12/21
Location	University of Wolverhampton (the first in-person Midlands meeting since Feb 2020!)
Number of Attendees / Institutions	TBC
Summary of activity	<ul style="list-style-type: none"> - Preparing for AGM and National Conference - Breakout session; working with schools and colleges in 2022, what members would like from the Midlands Committee in 2022 - Networking lunch - Christmas quiz

Other meetings

In the Midlands we successfully delivered the Midlands Universities Roadshow where institutions collaborated on a series of webinars themed on certain subject groups. The project has been entered for the 2021 Group Award.

This year, we also launched the Midlands Mentoring Scheme following a successful launch in other HELOA Groups. The response from members was positive and to date we've had 46 members sign up with 25 mentor/mentee pairings created.

UCAS Exhibitions held in the region:

N/A

Publications/Events (if any)

N/A

Challenges

N/A

Special Mentions

Thank you to Dan Flatt for your dedication to the committee who has stepped down from his VC Training and Partnerships role this month.

A huge thanks as to Georgie and Vicki for their work on the committee, and welcome to Emma and Sarah in their UCAS roles with us.

Finance

HELOA UK provides a funding pot that group chairs can bid on to support regional activity. In 2021, we spent the following amount:

Purpose	Amount
Aaron Porter keynote at September training day	£100
Sam Hope keynote at September training day	£250
Total committed spend to date	£350

Future Plans

Dates for 2022 Meetings:

TBC

HELOA Midlands Membership

Following the most recent national membership update of November 2021, the HELOA Midlands Group currently has 274 individual members across 21 member HEIs:

List of Midlands institutions	University of Leicester
Aston University	University of Lincoln
University College Birmingham	Loughborough University
University of Birmingham	Newman University
Bishop Grosseteste University	University of Northampton
Birmingham City University	Nottingham Trent University
Coventry University	University of Nottingham
De Montfort University	Staffordshire University
University of Derby	University of Warwick
Harper Adams University	University of Wolverhampton
Keele University	University of Worcester

Dylan Cozens
HELOA Midlands Chair
November 2021

**HELOA North East, Yorkshire & Humber
Annual Report 2021**

Group Committee Officers

Committee Position	Name	Institution
Chair	Jennifer Barton	Durham University
Vice Chair (Membership & Communication)	Marica Shelbourne	University of Huddersfield
Vice Chair Training & Partnership	Stephanie Gordon	Leeds University
Vice Chair Training & Partnership	Kate Filimon	University of Huddersfield
UCAS Working Group representative	Lucy Rice	Leeds Trinity University
UCAS Product Development Group representative	Stephanie Gordon	Leeds University
UCAS Product Development Group representative	Jon Coe	University of Sheffield

2021 Group Meetings

Date of Meeting	10/12/20
Location	Zoom
Number of Attendees / Institutions	TBC
Summary of activity	Regional meeting. Best Practice publication discussion Innovative ways to work with schools (break out rooms)

Date of Meeting	9/2/21
Location	Zoom
Number of Attendees / Institutions	25 / 16
Summary of activity	<ul style="list-style-type: none"> Regional meeting

	<ul style="list-style-type: none"> • Discussion topic in break-out rooms. Following on from the recent training about the effects of Covid-19 on the age groups that we work with can we use of any of this information to change the way we try to work with students? • Nutrition and Wellbeing
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Date of Meeting	26/5/21
Location	Zoom
Number of Attendees / Institutions	27/14
Summary of activity	<ul style="list-style-type: none"> • Regional meeting • Student Ambassador Panel • Mentoring Scheme Launch

Date of Meeting	16/9/21
Location	Zoom
Number of Attendees / Institutions	29 / 15
Summary of activity	<ul style="list-style-type: none"> • Regional meeting • Mentoring update • Face to face event plans / hybrid activity - breakout rooms

Date of Meeting	7/12/21
Location	The University of Sheffield
Number of Attendees / Institutions	TBC
Summary of activity	Regional meeting

Training Sessions delivered via zoom:

09/02/21 Well-being and Resilience

26/05/21 Student Ambassador Panel

Publications/Events (if any)

Developing a best practice guide for schools - stalled, but hope to re-ignite

Challenges

This year has been better than last, as we begin to find a new normal, with virtual meetings. But we are looking forward to returning to some physical meetings. Engagement can be a challenge. People tend to commit less to online and often drop off early.

Special Mentions

Thank you to our outgoing Vice Chair Training Kate Filmon. Kate has done a great job in organising some excellent training sessions. She has also played a key role in piloting our mentoring scheme. We wish Kate luck in her new role on the exec!

Finance

HELOA UK provides a funding pot that group chairs can bid on to support regional activity. In 2021 the North East, Yorkshire & Humber Group used this money for the following:

Purpose	Amount
Well-being and Resilience Training	£150
Total committed spend to date:	£150

Future Plans

We have a number of potential training sessions and discussion topics for 2022 meetings, including:

- Teachers panel
- Data and evaluation
- T Levels
- The Student Room
- Motivation and wellbeing
- Reflective session on the first year back to face to face activity

- WP focussed discussions

Dates for 2022 Regional Meetings:

- 3 February - Zoom
- 11 May - Bradford University?
- 20 September - Teesside University?
- 8 December - University of York?

HELOA North East, Yorkshire & Humber Membership

The HELOA North East, Yorkshire & Humber Group currently has approx. 230 individual members across 22 member HEIs:

List of regional institutions	
Bradford College	Leeds Arts University
Durham University	Leeds Conservatoire (previously Leeds College of Music)
Leeds Beckett University	Newcastle University
Leeds Trinity University	Sheffield Hallam University
Northumbria University	York St John University
Teesside University	University of Huddersfield
University of Bradford	University of Leeds
University of Hull	University of Sheffield
University of Sunderland	Falmouth University
University of York	Queens College at Cambridge
Coventry University - Scarborough Campus	Kirklees College

Jennifer Barton
HELOA North East, Yorkshire & Humber Chair
November 2021

**HELOA NW&NI
Annual Report 2021**

Group Committee Officers

Committee Position	Name	Institution
Group Chair	Chris Mullen	Edge Hill University
Vice Chair Training & Partnerships	Benjamin Kibble-Smith	Liverpool John Moores University
Vice Chair Training & Partnerships	Ellie Lloyd Davies	Manchester Metropolitan University
Vice Chair Membership & Communication	Jamie Graney	University of Liverpool
UCAS Events Working Group Representative	Nicola Marsden	Lancaster University
UCAS Product Development Group Representative	Jen Birdsall	Lancaster University

2021 Group Meetings

Date of Meeting	21 st January 2021
Location	Virtual
Number of Attendees / Institutions	22
Summary of activity	<ul style="list-style-type: none"> ● Discussion session held in place of cancelled National Conference ● Host intro / chair update ● National update ● Discussion based breakout rooms of what the group had planned for 2021 and what they wanted to see from a HELOA point of view for the coming year

Date of Meeting	30 th March to 1 st April 2021
Location	Virtual
Number of Attendees / Institutions	<p>52</p> <ul style="list-style-type: none"> ○ Edge Hill University ○ Lancaster University ○ Manchester Metropolitan University ○ UCLan ○ University of Manchester ○ University of Salford ○ Scotland’s Rural College (regional rep) ○ Aberystwyth University (regional rep) ○ University of Liverpool ○ Liverpool John Moores University ○ University of Chester ○ University of Huddersfield
Summary of activity	<ul style="list-style-type: none"> ● Intro and Updates ● Understanding EU & International Recruitment and the impact of Brexit - Dan Flanagan & Emily Sinclair ● The combined ambassador scheme at MMU - Ellie Wharfe & Sam Wade ● “Why we have been looking at the wrong knowledge for our professional development” - Jayne North ● Discussion: “the roadmap back to physical CEIAG” ● Supporting students transition to HE through covid-19 - Dr Eleanor Parker ● UCAS Events Working Group Update - Eleanor Wharfe

Date of Meeting	9 th September 2021
Location	Edge Hill University
Number of Attendees / Institutions	<p>34</p> <ul style="list-style-type: none"> ○ Aberystwyth University (regional rep) ○ Blackburn College ○ Edge Hill University ○ Lancaster University ○ Liverpool John Moores University ○ Manchester Metropolitan University ○ Myerscough College ○ UA92 ○ UCLan ○ University of Liverpool ○ University of Manchester ○ University of Salford ○ Future U (Lancashire Uniconnect hub)
Summary of activity	<ul style="list-style-type: none"> ● Intro and Updates ● Impact of a criminal record on access to Higher Education - Charlotte Brooks ● T Levels - what are they and how will they impact students - Catherine Sezens ● Progression panel - Simon Jenkins, Nicola Marsden & Karen Varty <p><i>* SLC representative provided a video update and was present throughout the meeting for questions/queries</i></p>

Date of Meeting	9 th December 2021
Location	University Academy 92 (UA92) (virtual as backup)
Number of Attendees / Institutions	TBC
Summary of activity	<ul style="list-style-type: none"> ● Intro and Updates ● Motivational speech (Speaker TBC) ● Travelling community session ● SLC Update session ● Discussion: Building success ● UCAS Events Working Group update ● Mentoring launch ● Teacher/Adviser and Student Panel

UCAS Conventions held in the region:

- All cancelled due to covid 19. One of the virtual UCAS Discovery days focused on the North.

Publications/Events (if any)

- First physical group event for nearly 2 years held at Edge Hill in September - covid measures in place throughout and 34 attendees - some hybrid sessions which allowed attendees to join from home.
- Practitioners guide to Higher Education - released in January 2021, a booklet resource with 13 articles around a range of topics written by NW&NI members to support experience and new members alike - goes out to every new NW&NI member on their introductory email from the HELOA office. The guide has also been submitted for the HELOA Group Award 2022.
- Mentoring programme for 21/22 concluded - 36 people signed up, with 27 pairings. 22/23 scheme due to be launched at December's upcoming meeting to go live from January.
- Jamie and Chris also collaborated with the NE and Wales groups to develop their own mentoring programmes going forward.
- Collaborative events with Unifrog initiated by members - LJMU, Edge Hill, Liverpool Hope and University of Liverpool ran an online webinar "Studying in Liverpool" in

May. Whilst UCLan, Edge Hill, Lancaster and Cumbria ran “Studying in Lancashire & Cumbria” in September - excellent engagement at both!

- February - Introduction to HELOA session for members of NW&NI for 1 year or less - 5 attendees.

Challenges

- The difficult decision on the mix of virtual and physical going forward - most members want mainly physical with the option to join virtually. We also want to make sure members, especially from Northern Ireland, are supported as much as possible.
- Hybrid model going forward may be limited by host institution technology and the notion of more people at home than actually in person which we would prefer not to happen ideally.
- We would encourage all institutions to think about who their primary contact is - is it still the most relevant person in your team and are messages about events, updates and elections being passed onto you appropriately.

Special Mentions

Jamie Graney for his exceptional contribution to the VC Membership and Communication role, bringing in so many new features (including a health & wellbeing bi-monthly), streamlining our processes and efficiency and for being a fantastic representative of HELOA!

Ellie Wharfe for her fantastic contribution to the UCAS Working Group representation role, providing members with regular opportunities to feedback and representing our group so considerately and effectively in the UCAS working group.

Ben Kibble-Smith & Ellie Lloyd Davies for their effort, commitment and enthusiasm for pulling together informative, engaging and interesting sessions for the year. Even more impressive considering the situation and extra workloads we have all experienced this year.

All NW&NI Members for continuing to engage, contribute and collaborate throughout the year with us as a committee and at our first physical meeting in September!

Finance

Purpose	Amount
May Virtual Meeting	
Thank you gifts (for non HELOA members)	£30
Careers North session - speaker cost	£150
September Physical Meeting	
Lunch contribution	£245.15
Thank you gifts for external speakers (non HELOA members)	£30
Speaker expenses	£211.10
December Physical Meeting	
Lunch contribution	TBC
Teacher, Advisers & student panel gifts	TBC
Speakers for Training Day	TBC
Stationary for members	£87.90
Total committed spend to date	£754.15

Future Plans

- Mental Health First Aid course - was due to happen in 2019 but still TBC until we can get back to fully non covid based meetings. Booked and paid for already from 2019/20 budget, Dean McShane due to deliver.
- Termly Introduction to HELOA sessions - for members 1 year or less - dates TBC for 2022 - this has gone down well with new members who have previously attended, so we'd like to continue this.
- New project or training to be discussed in December/January for the forthcoming year.

Dates for 2022 Regional Meetings:

- Exact dates TBC by end of 2021 but usually first weeks of May, September and December.

HELOA North West & Northern Ireland Membership

The HELOA North West and Northern Ireland Group currently has 223 individual members across 18-member HEIs:

List of Regional institutions	University of Chester
UCEN Manchester*	University of Bolton
Queen's University Belfast	University of Central Lancashire (UCLan)
Liverpool Hope University	Lancaster University
Liverpool John Moores University	University of Cumbria
University of Liverpool	University of Salford
Manchester Metropolitan University	University of Manchester
Blackpool and Fylde College	Myerscough College
University Centre at Blackburn	Edge Hill University
University Academy 92 (UA92)	

***still no reply on renewing membership for 2021/22 as yet**

***non publicly funded institution (NPF)**

Chris Mullen
HELOA North West & Northern Ireland
November 2021

**HELOA Scotland
Annual Report 2021**

Group Committee Officers

Committee Position	Name	Institution
Group Chair	Grant Cullen	Edinburgh Napier University
Group Vice-Chair (Memberships & Communications)	Natalie Sweeney / Matthew Crichton	University of Stirling University of Dundee
Group Vice-Chair (Training)	Heather Black	University of Strathclyde
Group Vice Chair (Partnerships)	Louise Irving / Callum Fraser	Abertay University University of Dundee
UCAS Product Development Group representative	Vacant	
UCAS Events Working Group representative	Helena Ziegler	University of Aberdeen

2021 Group Meetings

Date of Meeting	22/02/2021
Location	Online via MS Teams
Number of Attendees / Institutions	49 <ul style="list-style-type: none"> • University of Highland & Islands • University of Aberdeen • Robert Gordon University • Abertay University • University of Dundee • Edinburgh Napier University • University of Edinburgh • Heriot Watt University • University of Glasgow • University of Strathclyde • University of the West Scotland • University of Stirling

	<ul style="list-style-type: none"> • Queen Margaret University • Abertay University
Summary of activity	<ul style="list-style-type: none"> • Unibuddy Overview • SAA Presentation - EU Fee Changes • Scottish Conference Update • UCAS Working group Update • Scottish Virtual Event discussion • RUK Collaborative Event Update

Date of Meeting	10/05/2021
Location	Online via MS Teams
Number of Attendees / Institutions	<p>35</p> <ul style="list-style-type: none"> • University of Highland & Islands • University of Aberdeen • Robert Gordon University • Abertay University • University of Dundee • St Andrews University • Edinburgh Napier University • University of Edinburgh • Heriot Watt University • Abertay University • University of Glasgow • University of Strathclyde • University of the West Scotland • University of Stirling • Scotland's Rural College
Summary of activity	<ul style="list-style-type: none"> • Mentor Scheme Update • Scottish Conference Update • UCAS exhibitions/ Working Group update • SDS Partnership discussions • RUK Collaborative Series Update

Date of Meeting	03/05/2021
Location	Online via MS Teams
Number of Attendees / Institutions	<p>47</p> <ul style="list-style-type: none"> • University of Highland & Islands • University of Aberdeen • Robert Gordon University • Abertay University • University of Dundee • St Andrews University • Edinburgh Napier University • University of Edinburgh • Heriot Watt University • Glasgow Caledonian University • University of Glasgow • University of Strathclyde • University of the West Scotland • Scotland's Rural College • Queen Margaret University • University of Stirling • HELOA Office
Summary of activity	<ul style="list-style-type: none"> • UCAS Update • Online Collaborative Series • Open Days • Online Events

Date of Meeting	20/09/2021
Location	Online via Zoom
Number of Attendees / Institutions	<p>36</p> <ul style="list-style-type: none"> • University of Highland & Islands • University of Aberdeen • Robert Gordon University • Abertay University • University of Dundee

	<ul style="list-style-type: none"> • St Andrews University • Edinburgh Napier University • University of Edinburgh • Heriot Watt University • Glasgow Caledonian University • University of Glasgow • University of Strathclyde • University of West Scotland • Scotland's Rural College • Queen Margaret University • University of Stirling • Liverpool John Moore's University • University of Leicester
<p>Summary of activity</p>	<ul style="list-style-type: none"> • UCAS product development Group • HELOA Conference 2022 • UCAS Working Group Update and Discussion • New Mentor Scheme launch • Scottish virtual event review • HELOA Scotland conference 2021 debrief • RUK Collaborative Series 2022

UCAS Conventions held in the region:

- Glasgow
- Edinburgh
- Aberdeen
- Dundee
- Fife
- Highlands
- Moray
- Stornoway
- Ayrshire
- Borders

- Forth Valley
- North Lanarkshire

Publications/Events (if any)

Online Collaborative Series (Scottish & Rest of UK) All HELOA institutions took part in 4 Online events this year promoting Scotland as a place to study and providing key Information regarding studying at University. Our Bi-annual Scottish Conference took place after last year's delay and reverted to online delivery. As part of the conference, we took part in our very own 'SHAZZIES' award ceremony online. Since the last report we have also held a Christmas online quiz.

Challenges

As a group we continue to go from strength to strength with a full complement of active engaged committee members and members who contribute to supporting the group.

Special Mentions

To the project group who led the online collaborative series. A big thanks first off to all those who took part and a huge thank you to all the members who worked so hard putting it together.

Our eagerly anticipated Scottish Conference took place in May and reverted to online delivery. A special thank you to Heather Black who has been part of the Scottish conference for as long as I remember and her enthusiasm, management and delivery is a credit to the entire association. Heather and colleagues have been terrific in also delivering a year long mentorship scheme and re-launching for the next year also.

This year we have seen departure of Natalie Sweeny as VC Memberships & Communications and we all wish Natalie well down South. Long time member Louise Irving, Abertay University term expired as VC Partnerships with thanks for all you have done and hopefully continue to do for HELOA.

Despite the lack of physical interaction, the Scottish HELOA group continue to collaborate and exchange via digital means. We look forward to attending 2022 conference and meeting new colleagues and friends from across the UK as well as meeting up with '*well-kent faces*'.

Finance

Purpose	Amount
Gifts	£175.00
Guest Speaker	£105.00

Future Plans

We hope to host our first 'hybrid' style meeting in February 2022 and will be the first time together physically for some since early 2020. We are looking to develop a formal partnership with Skills Development Scotland (SDS) and continue all the collaborative work that has gone on before. Formal meetings, we continue to bring in a range of guest speakers and we look also to run a series of 'flash talks' sharing key information from our widening participation members for the group.

As a group we look forward to returning to physical events at exhibitions and school halls across the country.

Dates for 2022 Regional Meetings:

- Tbc February
- Tbc May
- Tbc September
- Tbc November

HELOA Scotland Membership

List of regional institutions	
University of Highland and Islands	University of Edinburgh
University of Aberdeen	Heriot Watt University
Robert Gordon University	Glasgow Caledonian University
Abertay University	University of Glasgow
University of Dundee	University of Strathclyde
St Andrews University	University of the West Scotland
Edinburgh Napier University	Scotland's Rural College
University of Stirling	Queen Margaret University

Grant Cullen

HELOA Scotland

11/11/2021

HELOA South East
Annual Report 2021

Group Committee Officers

Committee Position	Name	Institution
Chair	Steph Coogans	University of Chichester
Vice Chair (Membership and Communications)	Vacant as of 31 August 2021	
Vice Chair (Training)	Vacant as of 29 November 2019	
HELOA/UCAS Events Working Group rep	Louise Meredith	University of Portsmouth
HELOA UCAS Product Development Working Group Rep	Edit Liebhardt	University of Reading

2021 Group Meetings

Date of Meeting	22nd February 2021
Location	Zoom
Number of Attendees / Institutions	18 / 11
Summary of activity	<ul style="list-style-type: none"> • Welcome and Intro • Minutes of last meeting and matters arising • Update on HELOA AGM • Update on Student Finance • Update from UCAS/HELOA WG • Discussion and Q and A on digital events (Jonny Atkinson) • VFairs Demo (Jen Barton) • Uni updates • AOB

Date of Meeting	17 th May 2021
Location	Zoom
Number of Attendees / Institutions	23 / 14
Summary of activity	<ul style="list-style-type: none"> ● Welcome and Intro ● Minutes of last meeting and matters arising ● Update on HELOA Strategy ● Update on Student Finance ● Update from UCAS/HELOA WG ● Is there a future for outreach and recruitment post Covid - discussion ● Transforming social mobility - Upreach (external company) ● Uni updates ● AOB

Date of Meeting	27 th September 2021
Location	Zoom
Number of Attendees / Institutions	18 / 11
Summary of activity	<ul style="list-style-type: none"> ● Welcome and Intro ● Minutes of last meeting and matters arising ● Upcoming committee roles - push on development and skills gained (Amanda Kenningly) ● Overview of mature learner strategies - Bradford Uni speaker ● Update from UCAS/HELOA WG ● Results from UniTasterDays Summer Snapshot Survey - Jon Cheek ● Update on Student Finance ● Update on HELOA UKC

	<ul style="list-style-type: none"> ● New membership survey promotion (Andrew Cooper) ● Update on UCAS/HELOA Product Development Group ● Uni updates ● AOB
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UCAS/UK Uni Search conventions in region:

UCAS/UK Uni Search have all been online with 1 UCAS virtual event targeted to the South East area. Most recent in person event in the region was UK Uni Search in Brighton on 10th November 2021.

Publications/Events (if any)

None.

Challenges

Interest in group committee roles (no-one has come to ask questions/show interest) and not having time myself to set up the call for nominations. I did leave it for a while due to the impact of Covid/hybrid working.

Finding time to keep up with HELOA bits due to only me on the committee whilst experiencing a more demanding workload at my institution/my role.

Membership engagement on saying what they want from meetings. Will try again using the London survey as a template and pushing the national membership survey.

Special Mentions

Amanda Kenningley for coming to multiple group meetings to encourage people and to sell the benefits of group committee roles, and to listen to me when I'm struggling to do things. Also, Jonny, Jen and Andrew for providing training/CPD/being external speakers.

Finance

HELOA UK provides a funding pot that group chairs can bid on to support regional activity. In 2021 the South East Group used this money for the following:

Purpose	Amount
All activity has been online in 2021	£0.00
Total committed spend to date:	£0.00

Future Plans

Dates for 2022 Group Meetings:

Still to be arranged and dependent on whether an institution will host on campus or if they need to be on Zoom. My plan is to run each on a different day of the week to try and increase attendance. I may also change the format as they have been the same format for a number of years.

- Mid Feb
- Mid May
- End of September
- Early December - joint SE/SW Training Day/Christmas Conference

HELOA South East Membership

The HELOA South East Group currently has 223 individual members across 19 member HEIs (including regional officers based at institutions not in the South East):

List of Regional institutions	University of Reading
University of Chichester	Buckinghamshire New University
University of Portsmouth	University of Brighton
University of Winchester	University of Sussex
Solent University	University of Kent
University of Southampton	Canterbury Christ Church
Royal Holloway, University of London	University of Oxford
Oxford Brookes University	National Film and Television School
University of Law	University for the Creative Arts
University of Salford	University of Surrey

Steph Coogans
HELOA South East Chair
17/11/21

HELOA South West Annual Report 2021

Group Committee Officers

Committee Position	Name	Institution
Chair	Rebecca Oliver	Bournemouth University
Vice Chair Training & Partnerships	Sarah Almond	University of Bristol
Vice Chair Memberships & Communication	Vacant	
UCAS Product Development Group representative	Vacant	
UCAS Events Working Group representative	Oliver Stacey	University of South Wales

2021 Group Meetings

Date of Meeting	21 April 2021
Location	Virtual
Number of Attendees / Institutions	43 attendees from 21 institutions including regional representatives from University of South Wales, University of Surrey and University of Winchester
Summary of activity	Sharing of best practice - focusing on virtual event delivery

Date of Meeting	15 June 2021
Location	Virtual
Number of Attendees / Institutions	41 attendees from 19 institutions including regional representatives from University of South Wales, University of Surrey, University of Winchester and Royal Holloway, University of London

Summary of activity	UCAS update Sharing of best practice - focusing on virtual and hybrid event delivery
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Date of Meeting	30 September 2021
Location	Virtual
Number of Attendees / Institutions	20 attendees from 10 institutions
Summary of activity	Sharing of best practice - focusing on virtual and hybrid event delivery

Upcoming activity

Annual joint training day with the South East due to take place in December 2021

Challenges

Unable to recruit a successor for the South West Chair Post and Vice Chair Membership & Communication despite numerous attempts to recruit. We had a significant gap in the role of Vice Chair Training & Partnerships, with Sarah Almond being appointed in November 2021.

Finance

HELOA UK provides a funding pot that group chairs can bid on to support regional activity. In 2021 the South West Group plans to access funding for our annual joint South West and South East training day in December 2021.

Future Plans

Dates for 2022 Regional Meetings: TBC

HELOA South West Membership

Following the national membership update at the end of 2021, the HELOA South West Group currently has 204 members across 18 HEIs (up from 25 from 2020):

List of Regional institutions	
AECC University College	Arts University Bournemouth
Bath Spa University	Bournemouth University
Bridgwater and Taunton College	Exeter College
Falmouth University	Hartpury University
Plymouth College of Art	Plymouth Marjon University
Royal Agricultural University	University Centre Weston
University of Bath	University of Bristol
University of Exeter	University of Gloucestershire
University of Plymouth	University of the West of England

Rebecca Oliver
South West Chair
November 2021

HELOA Cymru | Wales
Annual Report 2022

Group Committee Officers

Committee Position	Name	Institution
Chair	Andrew Jackson	University of South Wales
Vice Chair (Membership and Communications)	Lily Wearden	Aberystwyth University
Vice Chair (Training and Partnerships)	Katie Gamston	Cardiff Metropolitan University
UCAS Working Group Representative	Llinos Williams	Bangor University
UCAS/HELOA Product Development Representative	Vacant	

2021 Group Meetings

Date of Meeting	15 January 2021
Location	Online
Number of Attendees / Institutions	17 attendees 7 Institutions
Summary of activity	Discussion on mentoring scheme Group training conference discussion Spring HELOA online fair

Date of Meeting	21 May 2021
Location	Online
Number of Attendees / Institutions	14 attendees 6 institutions
Summary of activity	Discussion on National Conference 2022 UCAS Working Group Update Supporting Service Children - Presentation Postpone training conference to 2022

Date of Meeting	24 September 2021
Location	Online
Number of Attendees / Institutions	14 attendees 7 institutions
Summary of activity	Discussion on online bite sized training programme Intro from new VC Training
Date of Meeting	December date TBC
Location	Online
Number of Attendees / Institutions	N/A
Summary of activity	N/A

UCAS Conventions held in the region:

- None

Publications/Events

- 'Study in Wales' online event - 4 August
- 'Study in Wales' online event - 9 November

Challenges

- Maintaining engagement in a digital world

Special Mentions

A big thanks must also go to everyone involved in the two "Study in Wales" online events, for their contribution to the planning and delivery of two successful online events, and for working collaboratively to deliver an opportunity for students, teachers, advisers, parents and carers to engage with higher education at a challenging and unsettling time.

Finance

HELOA UK provides a funding pot that group chairs can bid on to support group activity. In 2021, the HELOA Cymru | Wales Group did not spend any funds allocated, other than a small amount on translation for online event promotion.

Future Plans

- Implement Mentoring Scheme
- Deliver biennial training event in 2022

- Develop partnerships with key organisations e.g. Coleg Cymraeg Cenedlaethol

Dates for 2021 Group Meetings:

- Friday 28 January
- Friday 27 May
- Friday 23 September
- Friday 9 December

HELOA Cymru | Wales Membership

The HELOA Cymru | Wales Group currently has 84 individual members (including 3 honorary members) across 9 member HEIs:

List of institutions	
Aberystwyth University	Swansea University
Bangor University	University of South Wales
Cardiff University	University of Wales Trinity Saint David
Cardiff Metropolitan University	Wrexham Glyndŵr University
Royal Welsh College of Music & Drama	

Andy Jackson
HELOA Cymru | Wales Chair
November 2021