

HELOA Governance and Policy Annual Report 2021

Charity status

- Following HELOA's registration of intention to the Charity Commission of Northern Ireland in 2020, we are still on the waiting list awaiting an invitation from the commission to progress with the application.
- Reporting for both OSCR and England & Wales Charity Commission is underway.

Elections

- National elections have been run for the posts of UK Vice-Chair (Membership & Administration), and UK Vice-Chair (Governance & Policy).
- 69 out of 147 member institutions voted in the UK Vice-Chair (Membership & Administration) election. 46 out of 147 member institutions voted in the UK Vice-Chair (Governance & Policy) election.
- When roles arise, role descriptors are being reviewed and updated in consultation with current post holders, to ensure that descriptors accurately reflect the responsibilities and expectations of the role and are engaging for new committee members, allowing members to make informed decisions about whether to apply.

Changes to policies

- At the time of writing, all Standing Orders are being updated to include and consider associate membership, and the Risk Register is being updated.
- A vote will be taken on these updates at December UKC and a verbal update will be given at AGM.

Strategy

- The HELOA Executive has developed HELOA's 2021-2023 Strategy and the strategy is being implemented.
- Good progress has been made against strategic aims this year so far, including:
 - Developing engagement plans with core partners
 - Increased engagement in training events and transitioning from remote to hybrid training and engagement

- Strengthening the representation of the HELOA brand in all external and internal communications
- Reviews and updates of key documents and procedures including the risk register, standing orders and code of conduct (currently ongoing) and to be repeated regularly
- To continue towards delivering on the strategic plan's aims, we will focus on the following policy tasks in the coming year:
 - Democratic review of elected and appointed roles at national and group level to ensure they are appropriate and relevant
 - Researching and implementing a professional development offering to support members applying for elected and appointed roles.

Equality, Diversity and Inclusion

- Research into good practice in Equality, Diversity and Inclusion is being planned in order to inform the development of a HELOA EDI policy.
- Once complete, current practices and communications will be reviewed to ensure that we are complying with policy and good practice in this area.

Kate Filimon

HELOA Vice-Chair (Governance and Policy)