

Governance Annual Report 2024

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. We have not received any further updates during the period, other than to confirm we are still on the waiting list.
- Reporting for both the Office of the Scottish Charity Regulator (OSCR) and England & Wales Charity Commission is underway (due at the end of December 2024 and the end of January 2025 respectively)

Elections

- Two national elections were run for the posts of UK Vice-Chair (Membership and Administration) and UK Vice-Chair (Finance).
- 83 out of 144 full member institutions voted in the UK Vice-Chair (Membership and Administration) election.
- 70 out of 144 full member institutions voted in the UK Vice-Chair (Finance) election.
- Four new trustees were elected as Group Chairs of London, the North East, Yorkshire and the Humber, Scotland and Anglia groups.
- 11 new members of the UK Committee were appointed to the Partnerships Manager role, National and Professional Development Conference Manager roles, as well as Digital Communications Managers roles for Membership, Design & Branding and Training.
- The HELOA Associate Member Representative election is currently underway.
- Role descriptors continue to be updated as roles arise, for clarity of the expectations of the role and to fit with brand guidelines.

Changes to policies

- During the 2023 Annual General Meeting (AGM), the decision was made to decouple AGM from the HELOA National Conference. Quorum and online delivery success measures were met for AGM 2024, so this format has been continued for AGM 2025.
- During the 2024 AGM, the changes to who can run for Group Vice-Chair roles (to include regional representatives) was approved and updated accordingly in Standing Order 2.003.

- At the time of writing, the Risk Register is being updated. A vote will be taken on this update at December's UK committee meeting and a verbal update will be given at the Annual General Meeting.
- At the time of writing, the HELOA UK Executive team are reviewing the HELOA Constitution and HELOA Standing Orders, to ensure clarity and to check for and update discrepancies if required.

Strategy

- During the 2024 AGM, the HELOA Strategy 2024-2026 was approved
- The HELOA Executive reviewed progress against the HELOA 2024-26 strategy in May 2024 and December 2024, including progress against the Organisation Development Plan actions.
- In 2025, the UK Committee will continue implementing the 2024-26 strategy, based on the progress made through 2024, as well as new objectives that the charity would like to meet.

Equality, Diversity and Inclusion (EDI)

- December 2023 was the handover period between the former and current Vice-Chair (Governance and Policy) and the end of the time-limited appointed role of EDI Project Manager. The EDI Project Manager worked with EMBED to help carry out the EDI consultancy project, and to assist the UK Vice Chair (Governance and Policy) to implement any recommendations made following the consultancy process.
- Over the next year, we will be working on the following areas:
 - review and develop our policies, role descriptors and election and appointment processes,
 - evaluate our current practices regarding the physical and digital inclusivity of our events,
 - work towards EDI objectives defined in the HELOA 2024-26 strategy.

Amy Slater-McGill

UK Vice-Chair (Governance and Policy)

Updated November 2024