

1 June 2021

PAPER CLASSIFICATION: OPEN

Council

MANDATORY POLICY SIGN UP

(Paper by Katherine Bunting. If you have any questions on this paper before the meeting please contact Katherine Bunting on 01438 767290 or by email kbunting@theiet.org)

1. Issue

To review the current statistics for compliance with regards to the Mandatory Policy Sign-Up for volunteers overall and for Council members.

2. Timing

Council meeting, 10 June 2021.

3. For Note

Council is invited to note this report.

4. Background

- 4.1. Following the introduction of mandatory policies in 2018, last year the Volunteer Engagement Board agreed that a move to introducing Sanctions for Volunteers who had not completed the mandatory policy sign-up should be introduced and the Code of Conduct for Volunteers be updated to reflect this.
- 4.2. Following consultation with the IETs legal team and Governance colleagues it has become clear that amending the Code of Conduct for Volunteers would not be an effective way of introducing sanctions.
- 4.3. In brief, introducing an update to the Code of Conduct for Volunteers to state that an individual will be removed from their volunteering role (which would include governance roles) if they do not comply with signing up to policies would currently go against our own Rules of Conduct and Bye-laws.
- 4.4. Since the introduction of the mandatory polices in 2018 we had not asked volunteers to re-sign any policies, as all amendments to this date had been of a minor nature.
- 4.5. A revised IET Safeguarding and Adults at Risk Policy was introduced in March 2021 and all volunteers were asked to resign this policy, receiving individual emails from the Volunteer Support Unit, due to significant changes. A further reminder email was sent six weeks later to those who remain non-compliant.
- 4.6. Volunteers are unable to check their compliance outside of following their unique link within the reminder emails. A third-party system, InfoAware, is used to facilitate the process which cannot be linked to MyIET. Volunteers wishing to be sent a reminder of their unique link should email volunteer@theiet.org

5. Key Points

- 5.1. Whilst the process to amend the IET's Rules of Conduct to allow the introduction of sanctions is reviewed other measures are being introduced to encourage further compliance:
 - 5.1.1. Council will have a regular agenda item which confirms the compliancy statistics for Council members. It is hoped that this will become an agenda item for all Main Boards and Committees to encourage compliancy across all governance volunteers.
 - 5.1.2. Following the start of the new Session in October, any non-compliant volunteers will be emailed by their staff contact to further encourage them to comply. Newly elected volunteers to governance roles will be encouraged to sign up as quickly as possible by the Volunteer Support Unit in addition to this.
 - 5.1.3. A proposal to amend the election forms to state that those putting themselves forward to elected positions ensure that they comply with the mandatory policies will be put to Council.
- 5.2. Following the introduction of the revised IET Safeguarding Children and Adults at Risk Policy in March 2021 the current statistics (as of 20 May 2021) are:
 - Compliant with all policies – 48.4 % of volunteers
 - Compliant with all policies, excluding safeguarding – 33.7% of volunteers
- 5.2.1. The current statistics for Council members (as of 20 May 2021) are:
 - Compliant with all policies – 55% of Council volunteers
 - Compliant with all policies, excluding safeguarding – 83% of Council volunteers
- 5.2.2. A further reminder was sent within the May 2021 edition of the Volunteer Update. Volunteer Manager staff have begun to include reminders as part of other correspondence. Compliancy statistics will be provided at the next Council meeting.

6. Risk

There remains the risk of this activity being a barrier to volunteer engagement, although feedback to date would suggest that this has a low likelihood. Failure to adopt appropriate policies put us at risk of criminal sanctions including in some cases fines, as well as damage to our reputation.

7. Resources

Resources to manage this activity are within the Volunteer Support Unit, and the individual Volunteer Management teams.