

LIVERPOOL GOVERNANCE FORUM

ANNUAL GENERAL MEETING

10:00am on Tuesday 20 October 2020 via Zoom

Present: Kathy Desmond (Chair), Frank McFarlane, David Blythe (Honorary Secretary), Dave Cadwallader, Dave Owens, Cliff Barton, Pauline Warrington, Maureen McDaid, Cynthia Carmichael, Howard Harris, Avril O'Brien, Barbara Murray, John Thornhill

2. **Apologies:**

Mary Donohue. Noted that M Morris will need to leave the meeting at 11:00. M McDaid would be arriving after the start of the meeting.

3. **Approval of the minutes for the 2019 AGM held on 15 October 2019:**

It was proposed by CC, seconded by AO'B and unanimously agreed that the minutes of the AGM held on 15th October 2019 were a true and accurate record.

There were no matters arising from the minutes.

4. **Secretary / Treasurer's financial report for the academic year 2019/20:**

KD noted that a Treasurer still needs to be appointed as DB is currently carrying out two functions.

DB advised that this was his 5th report as honorary secretary / treasurer and extended his thanks to members for their support during the year and went on to highlight the following:

Income: £820.00 received last year (£800 was a late payment from LASH).

Noted it was agreed not to chase up invoices at the present time given the current Covid 19 situation.

Expenditure: Is as expected with the usual fees/charges. It was noted only one conference had been held this year due to the Covid 19 crisis.

Bank balance on the end of period £2708.62.

DB acknowledged that it had been previously agreed that school subscriptions would increase from £25 to £30. It was suggested this increase should take effect from September 2021.

It was proposed by DO, seconded by HH and unanimously agreed that Statement of Accounts for the year ending August 2020 was a true and accurate record.

DB was thanked for his work in preparing the statement.

5. Chairs 2019/20 report and presentation of Annual Review followed by any questions or queries resulting from report:

KD brought to the notice of the members the Annual Review 2019-20 which had been circulated widely. This was acknowledged as the work of David Blythe, who each year, brings everything together so that our Head Teachers' organisations, city bodies on which we serve and our governors/trustees know what we do and have done in the past year. Thanks were extended to D Blythe.

KD wished to thank everyone on LGF's committee, whether a voting or associate member for putting in all the work that they have. KD stated that even at conferences, there are always backstage committee members who take on unseen tasks from photography, to Twitter, to leading a table, to booking premises and catering. They deserve our thanks. KD noted that we never have to persuade our members to sit on focus committees. There are always willing volunteers who give their time, enthusiasm and expertise.

It is good to see Paula back – our wonderful minutes clerk. We missed her and are so pleased she is now well.

KD particularly wished to thank David Blythe for his highly organised work as our Hon Sec and Treasurer as he handles all the on-line bookings of delegates to our conferences and then welcomes them on the day. Noting that he makes us efficient and effective and keeps KD on track. Without him we would not be such a credible body.

Thanks were also extended to Dave Cadwallader for the advice and guidance he gives us on all aspects of governance and his commitment to LGF. His team makes sure that all the information from LGF is sent out to all governors/trustees.

KD hoped committee members had seen the new website and its upgraded appearance. Thanks were extended to all those who sat on the committee which focussed on what needed to be done to make it attractive, eye catching, easy to navigate and user friendly.

KD stated that she was glad that staff welfare had been a focus of the November 2019 conference. It was a springboard for another focus committee which recently looked at HT welfare in Covid19. KD noted Headteachers have enormous demands made of them now, on top of their normal workload. LGF are compiling a short paper/article which impresses on Chairs and Governing Bodies how important it is to support our Heads in these stressful times.

Health and Safety has also been a big focus for many governors/trustees. Those entrusted with Buildings and Grounds/H&S have had to make sure that all systems were in place to welcome pupils back to schools. KD stated this was no mean feat as they have had to oversee the practicalities of bubbles, testing etc. so our children and staff can learn and teach in as safe an environment as possible.

KD expressed her thanks to all members and wished them a more settled 20-21 academic year.

6. Election of Officers/ Committee Members for 2020/21:

The officers, committee members, associates and representatives elected for the 2020/21 academic year are summarised in Appendix A.

The role of Secretary /Treasurer – DB indicated that he was happy to serve in this role. This was unanimously agreed.

The role of Vice Chair – FM indicated that he was happy to serve in this role. This was unanimously agreed.

Before the election of the Chair of LGF took place KD indicated that she wished to share some information with LGF members which she thought may have some bearing on their decision.

BM said she wished it to be recorded that she considered KM to be an excellent Chair of LGF.

FM proposed, DB seconded the proposal, and it was unanimously agreed that KD should continue as Chair of LGF for the coming year.

Committee Members had been contacted prior to the meeting and their consent to continue in their respective roles was sought. The block vote for the continuation of existing roles was unanimously agreed. See Appendix A

7. Any other business / Close:

No issues were raised.

The AGM concluded at 10:50

APPENDIX A
LIVERPOOL GOVERNANCE FORUM
2020/21 STRUCTURE APPROVED AT THE AGM ON TUESDAY 20th OCTOBER 2020
(OFFICERS, COMMITTEE MEMBERS, ASSOCIATES AND REPRESENTATIVES)

OFFICERS:

CHAIR	VICE CHAIR	SECRETARY / TREASURER
Kathy Desmond	Frank McFarlane	David Blythe

COMMITTEE:

COMMITTEE MEMBERS	ASSOCIATE COMMITTEE MEMBERS
Cliff Barton Dave Cadwallader Andy Chadwick Cynthia Carmichael Howard Harris Michael Morris Maureen McDaid Avril O'Brien Dave Owens John Thornhill Pauline Warrington	Marlene Taylor Barbara Murray Mary Donohue Sharon Cody Mark Rea

REPRESENTATIVES:

LIVERPOOL GOVERNANCE FORUM REPRESENTATIVES	
LIVERPOOL LEARNING PARTNERSHIP BOARD	Director: Kathy Desmond Observer / Representative: Mary Donohue
LIVERPOOL LEARNING PARTNERSHIP All Learners Strategic Group	Kathy Desmond, Frank McFarlane & Andy Chadwick (<i>Dave Owens, reserve / back up</i>)
LIVERPOOL LEARNING PARTNERSHIP Learners Who Need More Strategic Group	Avril O'Brien, Howard Harris and David Blythe
LIVERPOOL SCHOOLS FORUM Primary Members	Cliff Barton, Andy Chadwick, Dave Owens and Marlene Taylor
LIVERPOOL SCHOOLS FORUM Secondary Members	Maureen McDaid and John Thornhill
LIVERPOOL SCHOOLS FORUM Special Member	David Blythe
LIVERPOOL SAFEGUARDING PARTNERSHIP	Frank McFarlane

SEND JOINT COMMISSIONING BOARD	Marlene Taylor
LIVERPOOL ADMISSIONS FORUM	Avril O'Brien