

## LIVERPOOL GOVERNANCE FORUM

Minutes of Committee Meeting held at 10:00 on Tuesday 20 October 2020 via Zoom.

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### 1.0 STANDARD ITEMS:

#### 1.1 Welcome and Apologies

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

**Guest:** Elaine Rees, CEO Liverpool Learning Partnership

**Apologies:** Mary Donahue, Michael Morris

1.1 KD introduced Elaine Rees, CEO of Liverpool Learning Partnership who provided an update and overview on the priorities for the 2020/21 academic year (see Appendix A)

#### 1.2 Declaration of Pecuniary Interest

No change.

#### 1.3 Minutes of the September Meeting

The minutes of the meeting held on 29.9.2020 had already been agreed by email and posted on the LGF website.

#### 1.4 Matters Arising

Action
Possible dates for LGF meetings in November and December to be investigated. <b>Dates for future meetings agreed for 08-12-20 and 02-02-21. Further dates to be to be arranged at a later date. It was noted that emergency meetings can be arranged if necessary.</b>
Peter Hartley to be officially thanked. <b>Peter Hartley. DB confirmed he had officially thanked for his work in producing the new LGF website.</b>
AO'B to be contacted re Reading and Writing Across the City. <b>KD confirmed she had contacted AO'B regarding Twitter content. AO'B confirmed she was working on the items was discussed.</b>
Feedback re Liverpool Schools Forum recent meetings to be shared. <b>CB confirmed he had forwarded the information to PA who had circulated it to all LGF members.</b>
Date of next Liverpool Schools Forum meeting to be shared with governors. <b>DB confirmed he had sent out the information to all LGF members via email.</b>

AO'B to be contacted re Free library cards, Reading and Writing Across the City and Headteacher Wellbeing.

**KD contacted AO'B re library cards etc.**

Headteacher Wellbeing Working Party to be arranged.

**Wellbeing Working Party met on 6.10.20 resulting in a draft document produced for approval.**

KD expressed concern regarding the difficulty in getting the chairs of individual schools on board regarding the need for them to support their school's headteachers/staff. DC commented that in his experience some headteachers complained that their chair of governors was hardly in touch at all whilst others complained that their chair of governors was over bearing and some were adding to their stress levels by expecting weekly reports etc. It was noted that some chair of governors may have consciously taken a step back to allow the headteachers to deal with the situation without their interference. It was suggested that a short questionnaire could be sent to chair of governors to find out what support they are providing. It was agreed that the letter prepared by the Headteacher Wellbeing Working Party should be sent to chairs of governors as a priority once the comments from E Rees are received.

## **2.0 LGF Matters and Events**

### **2.1 Finance**

DB reported that he had been in touch with 3 Headteacher Associations regarding 2019/20 annual subscriptions and as a result had received payments amounting to £2125.00. The current bank balance stands at £4482.62.

DB's forecast for the remaining years expenditure is £1900 which will result in a healthy bank balance. It was noted that, given the healthy bank balance, there was no immediate need to increase the cost of individual school LGF subscriptions.

### **2.2 Feedback from Events**

There have been no events since the last LGF meeting.

### **2.3 Future Events**

No future events have been arranged to date.

### **2.4 Website**

It was reported that the new website was up to date and running well.

### **2.5 Twitter Account**

It was confirmed that the suggested topics have been added and circulated via the Twitter account. A scheduling tool is now in use which will result in followers being contacted 3 times per week. LGF members were again asked to contribute ideas for subjects for tweets. It was suggested that AO'B should share the content of the tweets with KD prior to them being sent out. KD felt that this information should be shared with all LGF members. It was noted that this was a useful way in which to 'jog' the consciousness of our Twitter followers.

## 2.6 Others

Governor Training – MM shared that she had recently attended training on Attendance. She wanted to highlight that the government/city council are beginning to refocus on attendance once again and this will be a focus for Ofsted when inspections resume. In particular there will be a focus on the attendance of SEN pupils versus non-SEN pupils, pupils who receive free meals versus those who do not etc. It was agreed that this was something that should be brought to the attention of chair of governors/headteachers. It was suggested that this could be the subject of a 'tweet'.

Several governors then shared information regarding training they had recently attended. PA volunteered to contact LGF members regarding their training records and to bring the information together in a document which could be regularly updated.

AO'B stated that she would be happy to act as the Race Relations representative for the LGF as she had recently undertaken training in that area.

MM – highlighted that Covid 19 costs are having a detrimental effect on school budgets, especially in the area of supply cover. It was felt this is an issue that should be raised with the government as a legitimate Covid 19 related cost.

## 3.0 Feedback from Representatives

### 3.1 Liverpool Schools Forum

CB reported that he had been able to simplify the information he had recently shared with LGF members regarding the National Funding Formula, reducing the document from 10 pages to 3 pages. This information will be sent out with the minutes of this meeting.

### 3.2 LLP Executive Board

Covered by Elaine Rees, LLP CEO during her presentation.

### 3.3 LLP All Learners

Covered by Elaine Rees, LLP CEO during her presentation.

### 3.4 LLP LWNM

Covered by Elaine Rees, LLP CEO during her presentation

### 3.5 LLP Maths Group

Covered by Elaine Rees, LLP CEO during her presentation

### 3.6 Liverpool Safeguarding Forum

No meeting held since the last LGF meeting. The next meeting is planned for 28.10.20.

### 3.7 Other

No other issues were raised.

## 4.0 Other Items

### 4.1 NGA

KD reported that she was to attend an online Celebration of Chairs meeting later that day. KD will provide feedback at the next LGF meeting.

4.2 Attendance of LGF members/associate members is to be a subject for discussion at a future LGF meeting.

4.3 Future online meetings – The meeting was informed that future LGF meeting may be held on Microsoft Teams. This was met with a mixed reception.

DC was thanked for setting up today's meeting via Zoom.

The meeting concluded at 11:26

### Next meeting:

The next committee meeting will be at 10am on Tuesday 8.12.20

Action	By
Link re Mental Health for Elaine Rees presentation to be shared with governors	DC
Letter to be sent to chair of governors once Elaine Rees comments have been received	DC
Form to be sent to LGF members regarding training they have undertaken	PA
Simplified information regarding National Funding Formula to be circulated	CB/PA
Feedback from the Celebration of Chairs meeting	KD

## **Appendix A**

### **Presentation by Elaine Rees, CEO, Liverpool Learning Partnership**

It was noted that despite the difficulties of working during the current Covid 19 crisis LLP membership has increased.

EP shared a power point presentation highlighting the areas that LLP continue to work on improving – Numeracy, Reading, Transition, Attendance, Mental Health, Culture, Strategic Partnership.

The following points were highlighted:

**Numeracy** – Several schools were undertaking Quality Mark Assessments as schools were closed for the Covid 19 lockdown. The assessments have been paused until January 2021. A virtual Maths Party was held this year and the online materials proved to be very popular.

**Reading** – The planned summer Reading Festival had to be cancelled due to Covid 19. It is hoped to organise a future online event, linking in with Black Lives Matter.

**Transition** – this has been difficult to progress given Covid 19 restrictions although 4 secondary schools did manage to hold socially distanced events. The mental health team have been able to liaise with schools. Common Transfer Forms for all age groups have now been put in place and will hopefully simplify the system.

**Attendance** – It was not possible to hold the annual awards ceremony at the Town Hall this year. Certificates and prizes for 100% Attendance and Most Improved were sent directly to the individual schools. Attendance Quality Mark has been paused for the moment although a member of staff from the LLP team is working one day a week to provide contact and support to schools.

**Mental Health** – Virtual meetings are taking place. There are 3 hubs (located north, central and south) covering the city and every school is assigned to a hub. Virtual ‘drop in’ sessions are held regularly to support staff. The Whole School Approach Board meets regularly to drive forward mental health for young people. DC is to circulate a link to online support that LGF members may find useful. ER shared her concern that this was a very stressful time for headteachers and school staff. It was highlighted that often the support offered to headteachers by their governing bodies is inconsistent and often inadequate. ER had noted that the online Primary Heads Association meetings were attracting up to 100 participants which highlight the headteacher’s need for support. ER said she had received the document prepared after the meeting of the Headteacher Wellbeing Working Party held on 6.10.20 and would be replying with her comments in the near future.

**Culture** - It was noted that this area was suffering particularly due to the Covid 19 crisis although Alice Demba was working hard to maintain contacts and promote this agenda. Currently there are 30 members of staff, working in 4 small groups, on policies with particular attention paid to Black Lives Matter agenda. It is hoped that a document will be published in the summer. How to include influential black people is one area under scrutiny.

ER stated that she had worked on the Recovery Curriculum and highlighted that it was not about pupil ‘catch up’ but rather about pupil wellbeing on their return to school.

Strategic Partnership – the Strategic Plan has been revised. It is hoped to include liaising with GP's in future.

KD thanked ER for her presentation and expressed admiration for the good work she continued to do as part of LLP.