

LIVERPOOL GOVERNANCE FORUM

Minutes of Committee Meeting held at 10:00 on 16.5.23 at
Childwall Valley Primary School, Craighurst Rd, Liverpool L25 1NW.

Meeting commenced at 10:02

1.0 STANDARD ITEMS:

1.1 Welcome and Apologies

Present: David Owens, David Blythe, Maureen McDaid, Andy Chadwick,
Marlene Taylor, Dave Cadwallader, Michael Morris, Barbara Murray.

Apologies: Ian Smith, Richard Lovegrove, Avril O'Brien, Hayley Igbokwe,
Danielle Azanuwha, Joyce Smith.

Visitor: Rachael Heath

LGF members introduced themselves for the benefit of visitor, Rachael Heath, Parent Governor at Calderstones School

1.2 Declaration of Pecuniary Interest

No changes to previous information were declared.

1.3 Minutes of the Previous Meeting

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

1.4 Matters Arising

Actions	
1. New bank account to be arranged by September 2023	DO/DB
2. Continue to advertise the LGF Conference on Governor Hub. Actioned	DC

1. New Bank Account – DO confirmed he was in the process of completing the necessary forms to open a new LGF account. On advice from the bank, he is to give a school address as the LGF business account and will then inform the bank that the LGF uses several venues throughout the course of the year. DO commented that the bank had been helpful and believed the target of 1.9.23 for the new account will be met.
2. MM thanked DC/DB for circulating information regarding The LGF Conference.
3. DC reported that he had met with the Danielle Azanuwha and the Police Hate Crime Team to discuss if the presentation delivered at the LPG meeting on 24.1.23 could be adapted to provide suitable training for governors/schools. DC requested the team include training for secondary school/governors. DC is to have a follow up meeting with DA and the team and hopefully training will be provided at Toxteth Annex starting in the Autumn Term. DC will confirm training dates when they are available.

2.0 LGF Matters and Events

2.1 Finance

DB confirmed the LGF bank account stands at £3,459.02 as of 1.5.23. It was noted that conference expenses are yet to be deducted. Income from Primary/Secondary School subscriptions are yet to be received. The fees are collected retrospectively for the academic year.

It was agreed to maintain the cost of individual school subscription at £25 for this year. Subscription costs 2024 to be reviewed in the Autumn Term.

2.2 Feedback from Events

LGF Conference – MM gave sincere thanks to DC/DB for their work in promoting and facilitating the LGF Conference held on 13.5.23.

DB provided feedback on the conference and the evaluation forms completed by the attendees, highlighting the following:

- There were 50 attendees which was higher than the previous conference and compares well to the best recorded attendance at a LGF Conference of 64 in 2018.
- 9 people did not attend or offer their apologies.

- 4 people did not attend but did offer their apologies.
- 3 people attended who had not pre-booked.
- 40 out of 50 attendees completed the evaluation forms.
- 36 attendees said the conference was very good.
- 4 said it was good.
- 0 said it required improvement.
- 44 establishments were represented. 30 primary schools, 3 secondary schools and 4 MATs as well as a small number from special schools and nursery/infant schools.

Payment from the people who did not apologise before the published cut-off date is to be followed up. It was noted that this can be time consuming. DC highlighted that he had received a retrospective apology accompanied with by offer to pay the booking fee themselves. As the person had a genuine reason for not being able to attend it was agreed not to pursue them for payment.

DB is to prepare a more detailed report of the conference which will include more details obtained from the evaluation forms. It was noted that it may be necessary review the questions on the evaluation form to encourage more detailed responses.

MM enquired if the email addresses of those who applied for places for the conference had been recorded as this was an effective way of reaching out to governors. DB confirmed he had collected the information.

MM observed that there were significantly more female attendees than male attendees whereas when he attends Chair of Governor meetings and training the opposite is true. MM questioned whether this was because the subject of the conference appealed more to females than men or the timing of the conference had an impact on attendance. He suggested a second conference, if funds allow, using a different format, venue or time which may encourage a more diverse attendance.

DC confirmed that evening governor training sessions are better attended than sessions held during the day, noting that evening sessions are held via Zoom. A hybrid/online conference was suggested as a possibility although it was noted that this would need to be well managed and individual IT skills could be a barrier. DC stated that the movement in the LA was towards using more

digital methods to deliver training/meetings.

MM commented that he found pre-recorded training/presentations more flexible as he could access them at a time that was convenient to him. He questioned if there was a way to record the number of online presentations had been viewed to ascertain if individuals had accessed the presentation.

It was noted that if LGF were to use more digitally based presentations then the quality of the presentation would have to be of a suitable standard which implied increase cost.

MM invited comments on any aspect of the conference not already covered.

R Heath suggested setting an allotted amount of time at the end of the conference for attendees to complete the evaluation form as this may prevent people leaving before completing the forms. She also commented that the speakers had been excellent and she had contacted the headteacher of her school as she believed the school would benefit from the presentation.

R Heath also commented that she felt that any decision about embracing Attachment across schools would be better received if it were executive led as that would have more impact than a 'suggestion' from a governor. DB commented that it was essential that the governing board of the school was fully committed and supported implementation.

MM stated that he was delighted that the governors of Hope School had agreed to free up R Naik to share his beliefs on the importance of Attachment. It was noted that R Naik is also working with the Heart Project as well as other individual schools.

BM commented that it would be a shame to lose the legacy of R Naik once he retires as Headteacher of Hope School and wondered if there was anything LGF could do promote his work and suggested information being shared on Governor Hub to be accessible to those who did not attend the conference so they are aware of this completely difference approach. She also highlighted the importance of the use of independent Supervision for staff. BM commended the training provided for parents at Hope School and wondered if this could be extended to include all parent not just those of Hope School pupils. DB said he would share suggestion this with R Naik.

MMc expressed her opinion that the adoption of Attachment in schools leads to happier pupils and therefore a reduction in permanent exclusions and would improve the staffs' experience.

It was suggested that R Naik provide training for governors. DC said he would discuss this with R Naik. It was also suggested that R Naik should approach the Headteachers Associations to 'spread the word' on Attachment.

It was agreed that Partnership for Learning had been an ideal venue for the conference and their flexibility and attention to detail was much appreciated.

DB confirmed his report on the conference will be uploaded to the LGF website once completed and it will be circulated to Jonathon Jones, Elaine Rees etc.

2.3 Future Events

N/A

2.4 Website

DB reported that the website is up to date.

2.5 Twitter Account

PA to contact AO'B for an 'end of year report' on the Twitter Account.

2.6 Others

N/A

3.0 Feedback from Representatives

3.1 Liverpool Schools Forum

DO reported that the Early Years Fund Formular Review had been examined and documents on Financing Maintained School which included information on Deficit Recovery Procedure for Schools 2023/24 and Excess Balance Procedures for Maintained Schools were discussed. The Budget for 2023/24 was also reviewed. It was noted that it was important that procedures were now in place for schools to follow. The next meeting is to take place at 1:00 on 5.7.23 at Gateacre School.

3.2 LLP Executive Board

There has been no meeting since last LGF meeting. The next meeting is to be held on 13.6.23.

MM is unable to attend. DC was asked to pass on his apology.

3.3 LLP All Learners

There has been no meeting since last LGF meeting. The next meeting is to be held on 17.5.23.

3.4 LLP Learners Who Need More

There has been no meeting since last LGF meeting. The next meeting is to be held on 24.5.23.

3.5 Liverpool Safeguarding Children Partnership (LSCP)

N/A

3.6 Other

The SEN Joint Commissioning Group next meeting is to be held on 23.5.23. MMc to attend.

4.0 Other Items:

Policy Review – MM expressed concern regarding confusion regarding the dating of policies and when they are reviewed as although a policy may have a target date for review it may be a while before the governors can ratify the policy. MM requested clarification of which date should be recorded on the policy. The date when the policy is reviewed and implemented by the school or the date it is ratified by the board of governors?

After discussion MMc suggested that the policy, once reviewed and in use by the school, should be uploaded to the school website but with a clear notice of the date it is to be ratified by board of governors.

The meeting concluded at 11:27

Actions	
R Naik to be contacted re the expansion of parent training provided by Hope School	DB
R Naik to be contacted re potential Attachment training for governors	DC
AO'B to be contacted re an End of Year Report on the LGF Twitter Account	PA

The next LGF meeting will be held at 10:00 on 11 July 2023 at Archbishop Blanch C of E High School, Earle Rd, Liverpool L7 6HQ.