



LIVERPOOL GOVERNANCE FORUM

Committee Meeting: Tuesday 4 February 2025 at 10 am

Venue: Corinthian Primary School, Inigo Road, Liverpool L13 6SH

1.0 STANDARD ITEMS:

1.1 Welcome, Apologies & Speaker:

Present: Michael Morris, David Blythe, Dave Cadwallader, Marlene Taylor, Michelle Hayward, Alex Newton

Apologies: Maureen McDaid, Peter Devaney, Barbara Murray, Richard Lovegrove, Andy Chadwick, Avril O'Brian, Joyce Smith, Sharon Pearson, Dave Owens

Alex Newton (AN), Chair of Governors at Kirkdale St Lawrence was welcomed to the meeting. Governors introduced themselves and provided information regarding their background and experience. AN explained she was new to the role. MM offered the support of LGF especially as her school is to join a MAT in September 2025.

Comment was made regarding the poor attendance at today's meeting.

Unfortunately, guest speaker, Vicky Metcalf is ill and unable to attend the meeting.

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 held on 3 December 2024 had already been agreed upon by email and posted on the LGF website.

1.4 Matters Arising

SUMMARY OF ACTIONS FROM MEETING	
1. List of Liverpool schools to be shared with MM before 23/1/25	DC
2. AO'B to be contacted regarding attending the 4/2/25 LGF meeting	DB
3. Michael Sutton to be contacted re the invitation to the LASH meeting	MH
4. List of schools who subscribe to LGF to be shared with MM	DB/DO
5. Rainbow/All Saints Trusts to be approached regarding HR Training	MM/DC
6. Gill Donohoe is to be contacted regarding neighbouring Governor Forums update	MM
7. P Hartley to be contacted regarding the 'refreshed' LGF website	DB

1. Actioned
2. Apology received from AO'B - see 2.5
3. LASH – No response received yet - see 2.6
4. Done
5. See agenda - 2.3
6. PA to send GD's email address
7. See agenda - 2.6

2.0 LGF MATTERS AND EVENTS

2.1 Finance

DO advised that the Lloyds Bank account balance on 3.2.25 was £6,699.92.

2.2 Feedback from Events

N/A

2.3 Future Events

There have been no events since the last meeting

- Future face-to-face training facilitated by LGF – DC has arranged HR training delivered by Nicola Tierney from Rainbow Trust who will provide a 'walk through' on dealing with HR issues such as Grievance, whistle-blowing, and Disciplinary issues. LGF is keen to upskill committee members. It was suggested all governors should be invited to attend the training but it was noted that the constraints of the venue and the original brief given to Ms Tierney could prove problematic. It was decided that LGF members are to each invite one fellow governor who they believe will benefit from the training. The training will take place at the next LGF meeting, which will be held on 25/3/25. It will be the only agenda item. The cost incurred will be £100 per hour. LGF committee members are encouraged to attend this important training.
- Future webinar training - The possible provision of future webinar training was discussed. Concern was expressed that this could duplicate the training already offered by SIL and may raise data protection issues if the training were

to be recorded and be viewed later. It was agreed to defer the decision on this matter.

2.4 Website

Visits to the LGF website, as of 3.2.25 stands at 2947.

2.5 X (Previously Twitter) Account

MM reported that, of the two schools he is governor for, one uses X on a daily basis whereas the other uses the service infrequently.

DC stated that he has not been made aware of any discussions regarding the ethical implications of using X in any of the schools he has visited.

A discussion ensued regarding the use of the LGF X account and its effectiveness.

It was noted that AO'B has offered to attend a Zoom meeting with other LGF members to discuss this issue. PA is to contact AO'B regarding her availability on 10/11 February from 4:00-9:00 pm or during half term week

2.6 Others

Governor Induction Handbook:

LPHA Meeting – MMcD and DB attended the primary heads association meeting held on 23/01/2025 to introduce the new Governor Induction Handbook. It was well received by the Head teachers in attendance. MM thanked both MMcD and DB for undertaking the task.

Copies of the handbook are to be provided to Paul Anderson, Chair of the Primary Heads Association, for schools that have not had a copy.

LASH meeting/Governor Induction Handbook - DB proposed that, as no invitation has been received for LGF to present the new booklet at a LASH meeting, two copies of the handbook be sent to the Chair of Governors of secondary schools with a covering letter enclosed, asking them to share the handbook with their schools.

DB read out a draft of the letter he proposed to accompany the handbooks. It was agreed that it should be sent, with a few minor additions. Hope School is to manage the administration of the distribution. It was noted postal costs will be incurred.

It was also agreed that similar action would apply to ALSSH schools as they mainly meet up at Teams meetings.

DC is to highlight the distribution of the handbook in the next edition of Governor Digest and include an instruction to contact LGF if further copies are needed.

Copies of the handbook are also available at Toxteth Annex for governors attending training courses.

Website Update

DB suggested that before updating the LGF website it would be good practice to hold a strategic review of LGF. A discussion took place regarding this suggestion. It was agreed that a strategic review should take place in the LGF

meeting to be held on 20/5/25. It was felt that LGF had the skills to conduct the review without the need for external assistance. Once the strategic review has taken place the LGF website will be updated.

3.0 FEEDBACK FROM REPRESENTATIVES

3.1 Liverpool Schools Forum

MH reported that a meeting had been held, attended by her and DB. An additional finance meeting is to be arranged as SEND funding is a major issue for schools nationally.

3.2 Liverpool Learning Partnership

A meeting is to be held on 11/2/25. Currently, a review of LLP is taking place starting with the Article of Association.

3.3 Liverpool Safeguarding Children’s Partnership (LSCP)

Currently, LSCP does not appear to be in place. Concern was expressed as this is a statutory requirement. LGF is to write to the Director of Young Person’s Services, Jenny Turnross to share LGF’s concerns. DB is to compose the letter for MM to sign.

3.4 Other

Not applicable

4.0 OTHER ITEMS

Not applicable

Date of next meeting:

- 25/3/25 – St Margaret Clitherow Centre, Croxteth Drive, Liverpool, L17 1AA (formerly known as LACE)
- 20/5/25 – St Margaret’s C of E Academy, Aigburth Road, Liverpool L17 6AB
- 1/7/25 - St Julie’s Catholic High School, 7 Speke Road, Liverpool L25 7TN

SUMMARY OF ACTIONS FROM MEETING	
LGF members to be reminded to invite one fellow Governors to HR training at the LGF March meeting	PA
Letter to be composed and sent J Turnross re LGF concerns re LSCP	DB/MM