



LIVERPOOL GOVERNANCE FORUM
Committee Meeting (10:25 on Tuesday 22nd October, 2024)
Corinthian Primary School, Inigo Road, Liverpool, L13 6SH

1.0 STANDARD ITEMS:

1.1 Welcome, Apologies & Speaker:

MM opened the meeting at 10:25 and welcomed everyone present.

Present: Michael Morris, Dave Cadwallader, Maureen McDaid, Dave Owens, Marlene Taylor, Joyce Smith, Gill Donohoe, and David Blythe.

Apologies: Richard Lovegrove, Avril O’Brian, Michelle Hayward, Peter Devaney, Barbara Murray and Paula Anderson.

Speaker: MM asked DC, SIL Head of Governance and Committee Member to give his presentation on **“Governors making use of Artificial Intelligence”**. DC explained there were several AI tools available, but that he would be focusing on OpenAI/Chat GPT and proceeded to give an overview of the application and the benefits in our school work as governors. The PowerPoint presentation is attached and will be uploaded onto the LGF website.

MM thanked DC for his interesting presentation and that we should be challenging our schools to make use of AI tools.

1.2 Declaration of Pecuniary Interest

Members not present at the September meeting completed the 2024/25 annual declaration form.

1.3 Minutes of the Previous Meeting

The minutes of the previous meeting held on 17th September, 2024 had already been agreed upon by email and posted on the LGF website.

1.4 Matters Arising

- 1. Elaine Rees is to be approached regarding joining LGF.** *DO confirmed that he had contacted Elaine and that she would like a break before deciding on any further commitments. Action closed, but DO said he would keep in contact.*

- 2. Treasurers of PHTA to be asked to confirm which primary schools have outstanding subscriptions.** *This was proving to be a difficult task and it was agreed to close the action although DB would remain in contact.*
- 3. Cost of holding LGF Conference at Hope School.** *DB advised the cost would be £350 for the room hire plus the cost of refreshments. The room hire was in line with the Pfl charges. Action closed.*
- 4. DB to provide Gill Donohoe with details of the LGF conference to be held on 16th November.** *Details were provided and the action closed.*
- 5. AO'B is to be asked for an update on the X account.** *PA had made contact. AO'B was not able to attend but would be sending out details.*
- 6. DC is to be asked for an update regarding the Governor Induction Pack.** *This will be covered under Item 2.6 and the action was closed.*
- 7. NGA Forum details are to be shared.** *GD confirmed attendance and advised the virtual meeting was held on the 7th October. The focus of the meeting was on recruitment and retention. Action is now closed.*

2.0 LGF MATTERS AND EVENTS

2.1 Finance

DO advised that the Lloyds bank account balance on the 21st October, was £7,350:42. It was a healthy balance and we had ample funds to cover our conference and induction booklet commitments.

2.2 Feedback from Events

Not Applicable

2.3 Future Events

DB that 21 governors had booked in for the conference on the 16th November at Hope School. This included 6 committee members and DB urged members to continue promoting the conference with their colleagues. DC would also continue to promote it on GovernorHub.

2.4 Website

DB reported that the website is up to date and also included a link that provided full details of the LGF conference.

2.5 X (Previously Twitter) Account

AO'B was not unfortunately able to attend today's meeting at short notice, but had promised to update the committee with details via email.

2.6 Others

2.6.1 Induction booklet

MM advised good progress had been made in the development of this guide for newly appointed governors. It was hoped we would be able to launch it at the November conference. DC provided an overview of the document which had now been formatted into a professional-looking document by the SIL marketing team.

It was agreed that MM and DC would arrange for the booklet to be cost-effectively printed.

The headteacher associations would also be contacted to promote and encourage the use of the booklet by new governors at their respective schools.

3.0 FEEDBACK FROM REPRESENTATIVES

3.1 Liverpool Schools Forum

DB advised that MMcD, MH, MT, DO & DB would be representing LGF on the main finance committee and MH and DO would also serve on the scrutiny sub-committee.

DO informed the members present that he had attended a sub-committee meeting on the 9th October when the focus had been on historical commitments that are gradually being phased out. A further 20% reduction was required during the academic year. Discussions will continue on how this would be achieved at the next meeting scheduled for 6th November.

3.2 Liverpool Learning Partnership

MM advised he had attended the AGM on the 15th October, 2024. Liz Van-De-Waal was now the acting CEO on a part-time basis. During this interim period, consultation was being carried out to review the purpose and vision of the organisation.

3.3 Liverpool Safeguarding Children's Partnership (LSCP)

DA was not available to provide an update and DB agreed to make contact.

3.4 Other

Not applicable.

4.0 OTHER ITEMS

There were no further matters arising and the Chair MM closed the meeting at 11:40.

Date of next meeting

Tuesday 3rd December, 2024 at 10 am

Venue: Belle Vale Primary School, Besford Road, Liverpool L25 2RY.

SUMMARY OF ACTIONS FROM MEETING	
1. Provide an update on the “X” account	AO’B
2. Progress the LGF induction guide to printers and try to ensure it is available for launch at the conference on 16 th November, 2024	MM & DC
3. Contact the headteacher associations regarding the launch and use of the LGF induction guide.	MM & DB