



The 19th Annual General Meeting of LMN was held at 1130, 20th March 2019

Woburn House 20 Tavistock Square, London, WC1H 9HQ

DRAFT Minutes

1 Welcome and Apologies

The following Member Representatives were present at the meeting.

Institution	Representative
Brunel University	Pekka Kahkipuro
City, University of London	Anne Frimpong
Imperial College London	Okan Kibaroglu
Kensington and Chelsea College	Richard Williams
King's College London	Nick Leake
Kingston University	Simon Harrison
London Metropolitan University	Oliver Holmes
Middlesex University	Paula Vickers
Regent's University	Darren Tysoe
Richmond and Hillcroft Adult and Community College	Dayo Ogunjobi
Richmond Upon Thames College	Garod Barker
SOAS, University of London	Fin Tang
University of Greenwich	Jaon Parke
West Thames College	Michael Michaelides
WMC – The Camden College	Helen Hammond

The Chair welcomed members to the meeting and declared the meeting quorate.

2 Minutes of the 18th AGM and matters arising

https://www.lmn.net.uk/wp-content/uploads/2018/08/2018-04-18_LMN-AGM-18-DRAFT-Minutes.pdf

Members **APPROVED** the minutes. There were no matters arising.

3 Report from the Chair

The Chair presented his report.

London Metropolitan Network Limited is a company limited by guarantee
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https://www.lmn.net.uk/wp-content/uploads/2019/03/2019-03-20_Chair-Annual-Report-to-AGM.pdf

Members **NOTED** the report. There were no questions or comments.

4 LMN Annual Report and Financial Summaries

The Secretary presented the reports.

https://www.lmn.net.uk/wp-content/uploads/2019/01/LMN_Annual-Report-2017-18_REV02.pdf

Members **NOTED** the report and summaries. There were no questions or discussion.

5 Special Resolutions

The Chair presented two Special Resolutions for **APPROVAL** by members:

1. That LMN enters into the Grant Agreement with UCISA

https://www.lmn.net.uk/wp-content/uploads/2019/03/2019-03-01_LMN-UCISA_Grant-Agreement.pdf

2. That, subject to Special Resolution 1 being approved, the London Metropolitan Network Limited company limited by guarantee is liquidated by 30th September 2019.

The Chair introduced the proposals. He explained that the proposed outcome is to keep the activity going, but to reduce the overheads of running LMN as a separate company.

There was **DISCUSSION** about the details of the resolutions.

There were questions about LMN's assets and the proposed governance.

Members of the LMN Board and representatives of UCISA explained that LMN has few assets other than the strategic reserves that will be transferred to UCISA if the resolutions are approved. The details of the governance are set out in the Grant Agreement.

The role of UCISA as a Charity was explained. The funds will become a "Restricted Fund" within UCISA, overseen by UCISA Trustees with further oversight by the Charities Commission, meaning that the funds must be applied to the primary purpose, which is to continue to pursue LMN's Objects, insofar as they are consistent with UCISA's charitable purpose.

The UCISA Executive Director (Peter Tinson) described the operation of the London Group Committee, which will operate along same lines as the committees overseeing other Groups. The purpose of the Committee is to identify the activities on behalf of

the London members. The plan is for more of the same based on current activities e.g. 6 meetings, sponsored places but not restricted to only the events currently planned.

The Committee helps the UCISA staff shape the events and ID further activities. The work of the committees is coordinated by the UCISA Leadership Council.

UCISA needs to account separately for the use of the funds. The current arrangement was costed on basis of staff time, FE/SFC memberships etc. UCISA will need to be more rigorous from 1st April about accounting for funds.

The role of the London Trustee was explained.

The Chair moved the resolutions.

Vote on Special Resolution 1: 13 in favour. None against, no abstentions.

Vote on Special Resolution 2: 13 in favour. None against, no abstentions.

6 Future activities of the UCISA London Group

The UCISA Executive Director spoke. He introduced Anna Mathews, the UCISA Head of Policy and Projects and Bernard Aghedo, the UCISA London Liaison Officer. Having dealt with the governance earlier in the meeting, he summarised the activities currently planned and commented that adding in an FE/SFC Trustee (as part of the Grant Agreement) enhances UCISA's desire to cover the whole sector.

UCISA will be looking to form the London Group Committee and needs members. He asked for anyone who would be interested in the committee to contact UCISA. The meetings will be three or four times a year, likely to be timed to coincide with the London Group Meetings.

The Head of Policy and Projects suggested that anyone interested in joining the committee could talk to her over lunch after the AGM.

There was a brief discussion covering issues such as the inclusion of ACLs in the arrangements (they are) and whether there is scope for collaboration with the Mayor of London's office (UCISA will look into it).

7 AoB

None.