



## REGISTERING THE RESULT OF AN ANNUAL GENERAL MEETING (AGM)

### Organising an AGM

For guidance on how to hold an AGM please see [Advice Note 3 \(Organising an AGM\)](#). After the AGM please complete this form to register the outcome.

<b>1. Group's name</b>	All-Party Parliamentary University Group
<b>2. Date of AGM</b>	8/7/19

### 3. Who did the group elect as Officers at the AGM?

Please list below all those elected as Officers at the AGM, bearing in the mind the following:

- The group must have at least four officers
- Each of the group's officers must be either an MP or Peer and must be elected at a General Meeting of the group (eg at an AGM or EGM)
- At least two of the group's officers (including the Chair, who must also be the group's Registered Contact), must be MPs
- At least one officer must be from the government party or parties and at least one from the main opposition party
- Groups may appoint Peers to any position (including co-chair) - except for that of Chair and Registered Contact

Officer's role	Officer's name	Officer's Party
<b>Chair &amp; Registered Contact</b> (mandatory post; must be an MP)	<b>Dr Roberta Blackman-Woods</b>	<b>Labour</b>
<b>Co-Chair</b>	<b>Lord Norton of Louth</b>	<b>Conservative</b>
<b>Co-Chair</b>	<b>Baroness Garden of Frognal</b>	<b>Liberal Democrat</b>
<b>Secretary</b>	<b>Paul Blomfield</b>	<b>Labour</b>
<b>Treasurer</b>	<b>Daniel Zeichner</b>	<b>Labour</b>
<b>Vice Chair</b>	<b>Baroness Maddock</b>	<b>Liberal Democrat</b>
<b>Vice Chair</b>	<b>Alison Thewliss</b>	<b>Scottish National Party</b>
<b>Vice Chair</b>	<b>Ben Lake</b>	<b>Plaid Cymru</b>
<b>Vice Chair</b>	<b>Lord Hodgson of Astley Abbotts</b>	<b>Conservative</b>

4. Did the group elect a <i>new</i> 'Chair & Registered Contact' at the AGM?	
If so, please tick <b>one</b> of the options shown below to indicate which contact details your new Chair & Registered Contact would like registered. Those details will then be drawn from the <a href="#">Members' Names Information Service</a> on the parliamentary intranet.	
<input type="checkbox"/> Parliamentary contact details	<input type="checkbox"/> Constituency contact details

5. Did the group approve an income and expenditure statement at the AGM?	
<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
The group must produce and approve an <a href="#">income and expenditure statement</a> at the end of its reporting year if it received <b>over £12,500</b> (in money or in kind) from outside Parliament in that reporting year.	

6. Does the group's current <a href="#">Register entry</a> cite, in the Benefits section, the provision of secretariat services?	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If you answered Yes, the group's entry will already contain an estimate of the financial value of the staff time donated to the group for the reporting year that has just ended and will name those who are providing secretariat services. If they are <b>still providing</b> secretariat services please write below an estimate for the next reporting year. Alternatively, if they <b>no longer providing</b> secretariat services please say so below.	

7. Is there anything else requiring amendment in the group's register entry? If so, please write the details below.	
The information you are required to register following an AGM is covered in sections 2-6 above. Aside from that the group must register most other changes to its current Register entry within <b>28 days</b> of the change occurring (eg within 28 days of the group receiving a donation of registrable value). The <a href="#">Guide to the Rules on APPGs</a> contains full details on what is registrable.	

8. Contact details of the person who is submitting this form			
You may only submit this form if authorised to do so by the group's 'Chair & Registered Contact'.			
Your name	Harriet Jones		
Your telephone number	020 7419 5621		
Your email address	appug@universitiesuk.ac.uk		
In what capacity are you submitting this form?	<input type="checkbox"/> Officer	<input type="checkbox"/> Officer's staff	<input checked="" type="checkbox"/> Secretariat
Date on which you are submitting this form	29/7/19		

9. Where to send your completed form
<p>Send your completed form (by email or by post) to the Commissioner's office, whose details are:</p> <ul style="list-style-type: none"> <li>➤ Email: <a href="mailto:groupsregister@parliament.uk">groupsregister@parliament.uk</a></li> <li>➤ Tel: 020 7219 0401</li> <li>➤ Address: Assistant Registrar for APPGs, Office of the Parliamentary Commissioner for Standards, House of Commons, London SW1A 0AA</li> <li>➤ Website: <a href="http://www.parliament.uk/pcs">www.parliament.uk/pcs</a></li> </ul> <p><b>Confirmation</b> will be sent once your form has been processed to the group's Chair &amp; Registered Contact (and to the group's Public Enquiry Point if an email address has been registered for him or her by the group).</p> <p><b>Information on APPGs</b> (including the Guide to the Rules on APPGs, Register of APPGs, and registration forms) can be found on the <a href="#">APPG Page</a> of the parliamentary website.</p>

10. Data Privacy Notice
<p>The House of Commons processes personal data in line with data protection legislation. Our privacy notice for MPs can be found <a href="#">here</a>; for MPs' staff <a href="#">here</a>; for Peers and their staff <a href="#">here</a>; and for others who work for APPGs <a href="#">here</a>.</p> <p>The information provided on this form will be processed for the purpose of APPG registration and the lawful basis we rely on is that processing is necessary for the performance of a task carried out in the public interest (GDPR article 6(1)(e)), which includes the exercise of a function of either House of Parliament.</p> <p>We will hold the information securely within the EEA for 7 years before destroying it. We do not retain old copies of Registers for more than 7 years.</p> <p>If you have any queries about the collection and use of any personal data provided on this form please contact the Office of the Parliamentary Commissioner for Standards on 020 7219 0401 or <a href="mailto:groupsregister@parliament.uk">groupsregister@parliament.uk</a>.</p>

Form issued by the Office of the Parliamentary Commissioner  
for Standards – May 2018