
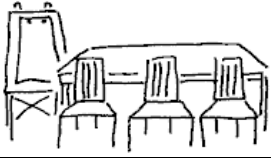
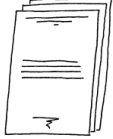




	People Matters Committee meeting	
	Tuesday 30 th April 2019.	
People who came to the meeting		
Susan Moreland	Clare Hirschhorn	Richard Firth
Tina Turnbull	Maisie Hirschhorn	Georgina Turner
Steve Carter	Jonathan Cravitz	
People who wanted to come to the meeting but couldn't		
Brendan Cowey	Rowena Herbert	

	Conflicts of interest – None
	Notes from the last meeting are fine.

Actions from last meeting

	1. Template amended and staff are reviewing
	2. Property options paper on agenda
	3. Strategy papers have been updated.

Things that we always talk about

	Keeping people safe – A member used social media in an unsafe way. We have reported this. There will be an annual report at the July meeting
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Keeping people's information safe – nothing to report. There will be an annual report at the October meeting

health and safety



Health and Safety – we looked at our first annual report for health and safety. This was helpful. There has been good progress but there is more to do.

It is becoming a larger job and more training is needed for the person leading the work. We think that not all incidents can have been reported

Financial Report



We looked at the March accounts. These were fine. Michael said that we might need to make some adjustments for accrued income.

When we are ready we will ask our external accountant to do our financial accounts ready for our annual report

There was a report on our wage costs for the last year, these are getting bigger as we grow. There are nearly 50 people on our payroll.

We looked at the budget for 19/20. This is our prediction of how we will earn and spend our money. We don't know everything so it will need amending by the autumn.

Other things to talk about



We looked at the property options paper. There are 3 possibilities. We didn't think we can afford rents at the prices advertised. Buying or building might work if we can get a grant to help us. Tina will carry on doing work on this. She will come back to the board before funds are spent on a feasibility report.



We have been awarded Disability Confident Leader status

Our check for the Matrix standards will happen in June. We are getting ready for this still, it is more work than the Disability Confident award.

Actions



1. Investigate more training for leading health and safety and who should do this.
2. Get Anna to do our financial accounts for 18/19 when we are ready
3. Revise the budget when we know more about the money we will earn
4. Carry on seeing which property option we can move forward. Come back to the board before deciding to spend on a feasibility report.



Date of next meeting – Tues 11th June 2019