
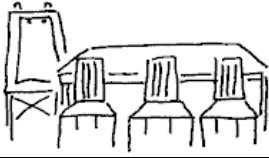
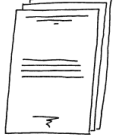







	People Matters Committee meeting	
	Tuesday 11 th June 2019.	
People who came to the meeting		
Susan Moreland	Maisie Hirschhorn	Richard Firth
Tina Turnbull	Jonathan Cravitz	Steve Carter
People who wanted to come to the meeting but couldn't		
Brendan Cowey	Rowena Herbert	Georgina Turner
Clare Hirschhorn		

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


Actions from last meeting

	<p>1. Health and safety training looked at. Doing the qualification costs £1500 so we are looking for an apprenticeship. Paul is willing to do this.</p>
	<p>2. Initial approach to Anna made about doing our annual accounts.</p>
	<p>3. The budget is finished. We will look at it again when we know more about our contracts.</p>
	<p>4. 3 property options being considered To come back to the board before deciding to spend on a feasibility report.</p>



Things that we always talk about

	<p>Keeping people safe – An incident has been reported. There will be an annual report at the July meeting</p>
	<p>Keeping people's information safe – nothing to report. There will be an annual report at the October meeting</p>
	<p>Health and Safety – nothing to report. Our first aid kits are being refreshed</p>

Financial Report

	<p>Our work for the college will be going down so we looked at a new version of the budget. We are predicting a slight loss but this is because we have to spend some of our Teens and Twenties project money which we saved from earlier years.</p> <p>We didn't have the April 19 accounts to look at because Michael is on annual leave.</p>
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Other things to talk about

	<p>We looked at a new style of report for the first time about what we have been doing. It is difficult to complete the first time but is helpful. We used it for all our admin work. It showed us that we have some jobs to do.</p>
 <p>Leeds Community Foundation</p>	<p>We need to do some work on new bids because of changes with the college. This has already started but there is much more to do.</p>



We did it. We passed our Matrix assessment for information, advice and guidance.

Actions



1. Find out if a Health and Safety apprenticeship is available
2. Work with managers to start using the new reports
3. Put in bids to replace college work and for core costs.



Date of next meeting – Tues 23rd July 2019