

## Board Bulletin

### Bulletin for Staff on the Board of Management Meeting held on Thursday 18<sup>th</sup> December 2025.

The bulletin below provides an overview of the Board of Management meeting that took place on Thursday 18<sup>th</sup> December 2025. The meeting was attended by Board members and members of the Senior Management Team.

1.	Priority Agenda Item #1	<p><b>Audit &amp; Risk Committee</b></p> <p><b>Financial Statements for the Year Ended 31st December 2024.</b></p> <p>The Finance Officer presented the Financial Statements for the Year Ended 31st December 2024.</p> <p>In her presentation the following was highlighted:</p> <ul style="list-style-type: none"> <li>• Changes made to the Financial Statements since they were approved for submission in March 2025.</li> <li>• No serious concerns raised by C&amp;AG</li> <li>• Management letter will issue once audit file completed; anticipate completion early January.</li> <li>• Clean audit report will be issued.</li> </ul> <p>The Chair of the Audit &amp; Risk Committee advised that the Financial Statements had been considered by that committee at their meeting on 15th December 2025 and that a recommendation for approval was made to the Board.</p> <p>BC proposed the approval of the Financial Statements and MQ seconded; accordingly, the Financial Statements for the Year Ended 31st December 2024 were approved.</p> <p>The Chair thanked KF AO'M, FB and the Finance Team for their work in this area.</p> <p><b>Management Accounts October 2025</b></p> <p>The Finance Officer presented the Management Accounts for October 2025 and provided an overview of Oberstown financial performance to the end of October 2025.</p> <p><b>Procurement Policy</b></p> <p>The Board approved the Procurement Policy.</p>
2.	Priority Agenda Item #2	<p>The Director updated the Board on several high priority items:</p> <p><b>HIQA:</b> The annual HIQA inspection took place between November 10-12, and the initial verbal feedback received was broadly positive</p>

		<p>however there was a level of discussion regarding the use of restrictive practice. The compliance plan will come to the Board when agreed.</p> <p><b>Occupancy:</b> As of November 30, there were 35 young people on site, with 23 on detention and 12 on remand, comprising of 35 males which has provided some much-needed respite with regard to meeting competing operational requirements. The priority remains the delivery of frontline operations in order to ensure that our young people are receiving the best service possible</p> <p><b>Stakeholder Engagement:</b> A knowledge sharing visit took place with Scottish counterparts, Kibble, who provide a full care service provision, from early years up to secure care. The direction of travel in workforce planning, is noteworthy with regard to a multidisciplinary approach across the service, to complement and support the frontline service delivery. This may be a future consideration for Oberstown. It is also noteworthy that the secure care facility provides 3 six bedded units; recent developments in Scotland has revised this downwards whereby any future builds will be four bedded units.</p> <p>Ongoing engagement with third level providers continues to yield results and another series of visits with 3rd level providers and students were hosted throughout November.</p>
3.	<b>Young People Matters</b>	<p>The Young People Matters Report was taken as read with the following highlighted by the Director:</p> <p><b>Occupancy:</b> October was a notably busy month on the campus, with a population of 44 young people. There were four new admissions and four re-admissions during the month, and four young people were discharged. Due to full occupancy, 10 bed referrals were unavailable to the Courts.</p> <p>November also continued to be a busy month on the campus with a population of 50 young people. There were 5 new admissions and 5 re-admissions in November. There were 10 young people discharged. There were 3 bed referrals unavailable to the Courts during November, due to full occupancy.</p> <p><b>Single Separation:</b></p> <p>October: There were (93) Single Separations involving (29) young people in October, an increase of (61) separations on the previous month.</p> <p>It should be noted that of the (44) young people in residence in October there are (15) young people whose behaviour did not require management through Single Separation.</p> <p>November: There were (89) Single Separations involving (26) young people in November, a decrease of (4) separations on the previous month.</p>

		<p>It should be noted that of the (50) young people in residence in November there are (24) young people whose behaviour did not require management through Single Separation.</p> <p><b>Safety Interventions:</b> There were four safety interventions in October, one high and three low. There were seven safety interventions in November, three high, three medium and one low.</p> <p><b>Child Protection:</b> There were 14 matters recorded on the DLP database for October 2025. (8 internal and 6 external). There were 14 matters recorded on the DLP database for November 2025. (8 internal and 6 external).</p> <p><b>Activities and Programmes:</b> update on activities and programmes for young people was provided.</p> <p><b>Advocacy Officer Report December 2025:</b> The Board noted the outline of advocacy and complaint activity for the young people on campus for the months of October and November 2025.</p> <p><b>Children's Rights Policy Framework</b> The Children's Rights Policy Framework was brought to the Board for approval having been considered by the Young People Committee at their meeting on 9th December 2025. The Chair of the Board provided the background to this version of the document. The document was updated and finalised by the CRPF Review Committee in June 2025. The Chair sent the updated version to external stakeholders for feedback. Feedback was received and is reflected in the version brought to this meeting. The Board agreed to send the updated document to the Department for consideration and sign off by the Minister.</p>
4.	People Matters	<p>The People Matters Report was taken as read with the following highlighted by the Head of HR:</p> <p><b>Recruitment:</b> Recruitment remained active throughout 2025 to support safe staffing and longer-term workforce planning. Across the year, 27 recruitment campaigns were run for 32 positions. Retention from the 2024 intake has been strong (21 of 23 starters still in post at end-2025), and there was positive internal progression with 5 staff promoted during 2025.</p> <p><b>HR Metrics</b> The Board noted the HR Metrics report for November 2025</p> <p><b>Employee and Industrial Relations:</b> The Board was updated on employee and industrial relations.</p> <p><b>People &amp; Culture Committee Meeting 9<sup>th</sup> December 2025</b> The Chair of the People &amp; Culture Committee provided an update on the meeting of the committee held on 9<sup>th</sup> December 2025.</p>

		<p><b>Policy on Maternity Leave</b> The Policy on Maternity Leave was approved by the People &amp; Culture Committee and brought to the Board for noting.</p> <p><b>Policy on Managing Work-Related Violence, Harassment and Aggression</b> The Policy on Managing Work-Related Violence, Harassment and Aggression was approved by the People &amp; Culture Committee and brought to the Board for noting.</p> <p><b>Managing Performance</b> MB, Employee Relations Manager, facilitated a workshop session with the Board and Senior Management Team to commence the process to develop a system to manage performance in Oberstown.</p>
5.		<p><b>Governance &amp; Strategy Committee</b> The Chair of the Governance &amp; Strategy Committee updated the Board on the meeting of the committee held on 10th December 2025.</p> <p><b>Policy Development Framework</b> The Policy Development Framework was approved by the Board.</p> <p><b>Policy for Acceptable Use of ICT</b> The Policy for Acceptable Use of ICT was approved by the Board.</p> <p><b>Social Media Policy</b> The Social Media Policy was approved by the Board.</p>
6.		<p>The Chair advised that she had attended the gospel choir event for the young people on 17<sup>th</sup> January 2025. This was an uplifting and inspiring event. The Chair extended thanks to all staff and particularly to the Chaplain, John Herron, for organising.</p> <p>The Chair thanked the Board for their level of engagement with meetings and board papers in 2025.</p> <p>She wished everyone a Happy Christmas.</p>

**Koulla Yiasouma**  
Chairperson