

Bulletin on the Board of Management Meeting held on Monday 19th December 2024.

1.	Financial Statements for Year End 31st December 2023.	<p>The Board approved the Financial Statements for the Year Ended 31st December 2023.</p> <p>The Chair of the Board thanked the Finance Team for their work in this area and noted that the C&AG had commended the team for their quick responses and helpful approach to the audit process.</p>
2.	Board Committees	<p>Sustainability Committee: The minutes of the Sustainability Committee meeting of 9th December were noted.</p> <ul style="list-style-type: none"> • The Climate Action Road Map was approved by the Board. • The Environmental Policy was approved by Board.
3.	Director's Report	<p>Director, Damien Hernon, presented his report to the Board, in his presentation he highlighted:</p> <p>Occupancy: There was a throughput of 49 young people during September and the Campus is consistently operating at capacity, and the number of bed referrals unavailable to the court increased to 10 this month.</p> <p>Gaisce: On December 5th a huge celebration of five young people's journeys through Gaisce, The President's Award, took place. Almost 100 people were present in the training centre to celebrate with the young people. This included grandparents, parents, siblings, staff from across the campus and external stakeholders who support this venture. Five young people received medals ranging from bronze to gold; a mammoth feat within a detention facility and a signal that the young people are quite capable given the right support medium; our staff. Events like this provide hope and ambition for the young people and are a significant source of pride for staff.</p> <p>HIQA: The Director provided an update on the implementation of the HIQA compliance plan.</p> <p>Business Plan 2025: The draft Business Plan 2025 was reviewed by the Board, this will come to the Board in January 2025 for approval.</p>

<p>4.</p>	<p>Young People Matters</p>	<p>The Young People Matters Report was taken as read with the following highlighted by the Deputy Director for CEHOP:</p> <p>Single Separation: There were 72 Single Separations involving 27 young people in November, a decrease of 27 separations on the previous month.</p> <ul style="list-style-type: none"> • 41 were resolved within a 6 hour period • 31 were resolved in 7-12 hours <p>Safety Interventions: A total of 4 CPI Safety interventions were recorded for November there was 1 High Level Safety Intervention required during November.</p> <p>Child Protection: The Designated Liaison Person for Child Protection provided update on child protection matters for November as part of the Young People Matter report.</p> <p>Activities and Programmes: The Board were updated on activities and programmes provided for young people in November 2024.</p> <p>Young People Committee: The minutes of the Young People Committee meeting of 25th November 2024 were noted and the following highlighted:</p> <ul style="list-style-type: none"> • The Committee received presentation on the ratings system and the review that is currently being undertaken A Final report from the review is due on February 2025 and this will be presented to the Committee when available.
<p>5.</p>	<p>People Matters</p>	<p>The People Matters Report was taken as read with the following highlighted by the Head of Corporate Services:</p> <p>The priority for the HR team over the past month has been about embedding structure and process within the function.</p> <p>Key priorities for the HR function in the year ahead as part of the 2025 business plan are HR Policies/Employee Handbook, Performance Management, and Workforce planning.</p> <p>Recruitment: Recruitment campaigns went live in November for Night Supervisors and Grade V Medical Administrator. This brings to 17 the number of recruitment campaigns year to date with 243 applications processed by the HR team throughout 2024.</p> <p>A campaign for Residential Social Care Workers will go live in mid-December and this recruitment campaign will also invite applications from Part-Time and Relief Residential Social Care Workers.</p> <p>Learning & Development: A key achievement during the month was the drive to increase the uptake of Children First training across Campus. The Learning & Development specialist actively engaged with each manager consistently over the past number of months and</p>

		completion rates have increased noticeably. There is now 98% compliance across the campus.
6.	Deputy Director Retirement	The Chair of the Board (KY) paid tribute to Brian Hogan, Deputy Director who is retiring on 29th December 2024 after 36 years of working with young people. She thanked him for his work in Oberstown and wished him well in the years ahead.

Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Monday 25th November 2024.

1.	Board Committees	<p>Governance & Strategy Committee:</p> <p>The minutes of the meeting of the Governance & Strategy Committee meeting of 5th November 2024 were noted.</p> <p>Board Excellence presented the draft Board Evaluation Report. Members of the Board and Senior Team were thanked for their full and honest engagement with the process. The following was noted:</p> <ul style="list-style-type: none"> • Focus areas and summary of the evaluation process. • A very good review with many positives. • Board and Executive in sync with young people central to decision making. • Summary of the overall assessment: <ul style="list-style-type: none"> ○ Board of Oberstown is an experienced, hardworking and conscientious board team. ○ Lead by committed and passionate Chairperson. ○ An exceptionally high level of commitment by each Board member. ○ Strong focus on the Purpose of Oberstown. ○ Twelve recommendations to be implemented. <p>Policies: The Fire Safety Policy was approved.</p> <p>Audit & Risk Committee:</p> <p>The minutes of the meeting of the Audit & Risk Committee meeting of 14th November were noted.</p> <ul style="list-style-type: none"> • Management Accounts for September 2024 were reviewed. • The Risk Register was reviewed. • Revised Terms of Reference for the Audit & Risk Committee were approved. • Internal Audit Charter was approved. <p>People & Culture</p> <p>The minutes of the meeting of the People & Culture Committee of 13th November 2024 were noted.</p> <ul style="list-style-type: none"> • Revised Terms of Reference for the People & Culture Committee were approved.
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<p>2.</p>	<p>Director's Report</p>	<p>Director, Damien Hennon, presented his report to the Board, in his presentation he highlighted:</p> <p>Occupancy: There was a throughput of an average 53 young people during September and the Campus is consistently operating at capacity, although the number of bed referrals unavailable to the court fell to just 8.</p> <p>Update:The Campus was nominated for an award at the inaugural Irish Climate Change Awards for its progress on waste reduction and a number of staff attended an event on November 7th where their work was acknowledged with a top 3 finish in their category.</p> <p>HIQA: The Director provided a presentation on the HIQA Compliance Plan. The following was discussed:</p> <ul style="list-style-type: none"> • Inspection Report Summary • Compliance Plan Review • Review meetings every six weeks • Update on actions and performance monitoring
<p>3.</p>	<p>Young People Matters</p>	<p>The Young People Matters Report was taken as read with the following highlighted by the Deputy Director for CEHOP:</p> <p>Single Separation: There were 99 Single Separations involving 29 young people in October, an increase of 18 separations on the previous month.</p> <p>Safety Interventions: A total of 15 CPI Safety interventions were recorded for October there was 5 High Level Safety Intervention required during October.</p> <p>Child Protection: The Designated Liaison Person for Child Protection provided update on child protection matters for October as part of the Young People Matters Report.</p> <p>Activities and Programmes: The Board were updated on activities and programmes provided for young people in October 2024.</p> <p>Advocacy Officer Report October 2024 The Board noted the outline of advocacy and complaint activity for the young people on campus for the month of October 2024.</p>

4.	People Matters	<p>The People Matters Report was taken as read with the following highlighted by the Head of Corporate Services:</p> <p>Recruitment: The Board received an update on recruitment activity in October.</p> <p>IR/ER: The Board received an update on Industrial and Employee relations for October 2024.</p>
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Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Thursday 24th October 2024.

1.	Board Committees	<p>Governance & Strategy Committee: The Terms of Reference for the Children’s Rights Policy Review Group were approved in September. An initial meeting of the group was scheduled for 24th October. Membership of the group will be agreed and expanded to include senior management and staff. The aim is to complete the review of the Children’s Rights Policy Framework by the end of March 2024.</p> <p>Audit & Risk Committee: The Board considered and discussed a document, previously circulated, that set out Oberstown’s forecasted financial performance to the end of 2024.</p>
2.	Director’s Report	<p>Director, Damien Hennon, presented his report to the Board, in his presentation he highlighted:</p> <p>Occupancy: The Director provided an update on occupancy in September and on the availability of beds. There was a throughput of on average 46 young people during September and the campus is consistently operating at capacity, so much so that there were 31 bed refusals during the month. The Director expressed his concern at the number of bed refusals. This is to be the subject of a meeting with relevant parties organized by the Director and DCEDIY.</p> <p>HIQA: The HIQA report was published on 9th October. This will be subject to a deeper dive at the November Board meeting.</p>
3.	Young People Matters	<p>The Young People Matters Report was taken as read with the following highlighted by the Deputy Director for CEHOP:</p> <p>September was a busy month on the campus with a population of 46 young people. There was 3 new admissions and 2 re-admissions in September. There was 5 young people discharged. There was 31 bed refusals during September, due to full occupancy.</p> <p>PPM’s continued throughout the month of September with young people and parents being encouraged and supported to attend. The Campus continues to provide care for young people with highly complex needs</p> <p>Single Separation: There were 81 Single Separations involving 25 young people in September, an increase of 12% in separations on the previous month.</p>

		<ul style="list-style-type: none"> • 58 were resolved within a 6 hour period • 23 were resolved in 7-12 hours <p>It should be noted that of the 46 young people in residence in September, there are 21 young people whose behaviour did not require management through Single Separation.</p> <p>Safety Interventions: A total of 15 CPI Safety interventions were recorded for September. There was 4 High Level Safety Intervention required during September.</p> <p>Child Protection: The Designated Liaison Person for Child Protection provided update on child protection matters for September as part of the Young People Matters Report.</p> <p>Activities and Programmes: The Board were updated on activities and programmes provided for young people in September 2024.</p> <p>Advocacy Officer Report September 2024 The Board noted the outline of advocacy and complaint activity for the young people on campus for the month of September 2024.</p>
4.	People Matters	<p>The People Matters Report was taken as read with the following highlighted by the Director and Deputy Director for CEHOP></p> <p>Recruitment is very busy with the following in post:</p> <ul style="list-style-type: none"> • HR Administrator x 2 – HR Office is now fully staffed • Household Manager • RSCW x 1 <p>With other campaigns ongoing for</p> <ul style="list-style-type: none"> • RSCW – full and part time positions • General Operative – seeking to fill five full time positions <p>The Board considered data provided around current staffing levels in units and there was discussion around the staffing model given the changing demographic of young people.</p> <p>IR/ER: MB provided an update on IR/ER matters.</p>
5.	Communications	<p>Communications Report October 2024</p> <p>The Board noted the Communications Report October 2024, previously circulated, which described activity in September 2024.</p> <p>Communications Officer, Matthew Kelly, attended the meeting and provided the Board with information of the role of PR & Communications on Campus.</p>

Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Thursday 24th September 2024.

1.	Board Committees	<p>Governance & Strategy Committee: The Board approved the Terms of Reference for the review of the Children’s Rights Policy Framework. A review group will be established to carry out the review.</p> <p>Audit & Risk Committee: The minutes of the meeting of the Audit & Risk Committee of 5th September were noted by the Board.</p> <ul style="list-style-type: none"> • Management accounts for July 2024 were reviewed. • The Risk Management Policy and Risk Appetite Statement were approved by the Board. • The Risk Register was reviewed by the Board. • Data Protection and Information Security Policies were approved by the Board. • The Protected Disclosures Policy was approved by the Board. • The Policy on Fraud & Corruption was approved by the Board. <p>Sustainability Committee: The minutes of the meeting of the Sustainability Committee of 4th September were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • Climate Action Roadmap – completed for 2024. Roadmap for 2025 is being developed. • Building Management Systems (BMS) will be used to provide data-driven updates to Business Plan. A report will be brought to the Board in January 2025.
2.	Director’s Report	<p>Director, Damien Heron, presented his report to the Board, in his presentation he highlighted:</p> <p>Occupancy: The Director provided an update on occupancy in August and on the availability of beds. There was average through put of 48 young people during August with the Campus consistently operating at capacity, so much so that there were 9 bed refusals during the month. The Director described the options available when the campus is at capacity and there was discussion around possible ways to raise awareness of the principle of detention as a last resort and how this translates to practice</p> <p>HIQA: The Director presented the HIQA Compliance Plan, this has been accepted by HIQA and the full report will be published on or after 7th October 2024. The compliance plan will be added to the Business Plan 2024 and its implementation overseen by the Governance & Strategy Committee.</p>

3.	Young People Matters	<p>The Young People Matters Report was taken as read with the following highlighted by the Deputy Director for CEHOP:</p> <p>In August a wellbeing and spiritual retreat for all young people took place. The feedback was extremely positive and young people report that they thoroughly enjoyed and benefited from this. The Chaplin hopes to continue this practice going forward. August also saw summer school come to a close with an end of summer celebration, where young people received certificates and various other awards.</p> <p>Single Separation: There were 71 Single Separations involving 25 young people in August, an increase of 10% in separations on the previous month.</p> <p>Safety Interventions: A total of 6 CPI Safety interventions were recorded for August, with 3 High Level Safety Interventions required.</p> <p>Child Protection: The Designated Liaison Person for Child Protection provided update on child protection matters for August as part of the Young People Matter Report.</p> <p>Activities and Programmes: The Board were updated on activities and programmes provided for young people in August.</p> <p>Advocacy Officer Report September 2024 The Board noted the outline of advocacy and complaint activity for the young people on campus for the month of August 2024.</p>
4.	People Matters	<p>The People Matters Report was taken as read with the following highlighted by Interim CPO (MB):</p> <p>Recruitment: A new RSCW was effectively inducted and integrated into their respective care unit. One fixed term and two permanent HR Administrators accepted positions and will join in September/October. Applications were received and reviewed for Unit Manager and Senior Management vacancies and interviews will be held in September.</p> <p>Learning & Development: Data on both online and practical training completed by staff were provided to the Board.</p> <p>IR/ER: MB provided an update on IR/ER matters.</p>
5.	Communications	<p>Communications Report September 2024 The Board noted the Communications Report September 2024, previously circulated, which described activity in August 2024.</p>

Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Thursday 29th August 2024.

1.	Board Committees	<p>Governance & Strategy Committee: The minutes of the Governance & Strategy Committee meeting of 22nd August 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • External Board Evaluation 2024 is almost complete and the report will come the next meeting of the committee before going to the Board. • The Governance Handbook is being reviewed. • Children’s Rights Policy Framework Review: will be reviewed in Q4 2024. • Business Plan 2024 was reviewed. <p>Young People Committee: The minutes of the Young People Committee meeting of 15th August were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • The committee agreed a workplan for Q3/Q4 2024. • Review of Restrictive Practice is underway and will be monitored by the committee. • The committee considered issues raised by the young people and stressed that it is important that issues raised by young people are addressed.
2.	Director’s Report	<p>Director, Damien Heron, presented his report to the Board, in his presentation he highlighted:</p> <p>HIQA: The Campus received the confidential stage 1 inspection report on July 29th, which required a response regarding factual accuracy/feedback and a compliance plan by August 19th. These have both been submitted and further correspondence is awaited from HIQA before final approval and publication.</p> <p>Occupancy: there was a throughput of on average 51 young people during the summer months and occupancy remains on the increase, so much so that there were 2 bed refusals during the period and the campus also received a detention order to March of next year for a girl. The trending relative to remand/detention orders remains quite fluid, although lately there have been slightly more remand orders than detention orders.</p>

		<p>Point in time profile of young people on campus: The Board noted a point in time profile of young people on campus on 19th August 2024. The data provided, along with the reported occupancy numbers, raised a discussion on the around the best use of legislation around the detention of young people.</p>
<p>3.</p>	<p>Young People Matters</p>	<p>The Director spoke to this item. In his presentation he highlighted the following:</p> <p>Single Separation: There was 54 Single Separations involving 22 young people in June, a decrease of 36% in separations on the previous month. It should be noted that of the 49 young people in residence in June, there are 27 young people whose behaviour did not require management through Single Separation.</p> <p>Safety Interventions: A total of 10 CPI Safety interventions were recorded for June. There was 1 full Safety Intervention required during June</p> <p>Child Protection: The Designated Liaison Person for Child Protection provided update on child protection matters for June and July as part of the Young People Matter Report.</p> <p>Activities and Programmes: The Board were updated on activities and programmes provided for young people in June and July. Senator Eileen Flynn visited Oberstown on the 10th July with members of her committee. She met with the young people from the Traveller conflict and resolution group along with programme facilitators.</p> <p>Over the Summer Oberstown Campus and the DDLETB delivered a joint summer school programme 10am till 7pm each day. Oberstown Training and recreation will continue with this programme until the 22nd of August when the Summer School will finish with celebrations and presentations around the educational block.</p> <p>Advocacy Officer Report August 2024 The Board noted the outline of advocacy and complaint activity for the young people on campus for the month of August 2024.</p>

4.	People Matters	<p>The People Matters Report was taken as read with the following highlighted by Interim CPO (MB):</p> <p>Recruitment: Recruitment was busy with recruitment drives for RSCW, Household Services Manager, Senior Management Roles, HR personnel, and a Unit Manager one year fixed term contract.</p> <ul style="list-style-type: none"> • Nine RSCWs commenced employment in June and July. • Three HR Administrator candidates were successful during the interviews that took place in July 2024. • There were no leavers in June or July 2024. <p>Learning & Development: Data on both online and practical training completed by staff were provided to the Board.</p> <p>IR/ER: MB provided an update on IR/ER matters.</p>
5.	Communications	<p>Communications Report June 2024</p> <p>The Board noted the Communications Report August 2024, previously circulated, which described activity in June & July 2024.</p> <p>The Chair confirmed that the Annual Report 2023 was submitted to the Minister on 28th June 2024.</p>

Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Thursday 25th June 2024.

1.	Board Committees	<p>Governance & Strategy Committee The minutes of the Governance & Strategy Committee meeting of 10th June 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • External Board Evaluation 2024: An external board evaluation will take place in Q2/Q3 2024 facilitated by Board Excellence. • A checklist, which tracks compliance with the Code of Practice, was approved by the Board. This checklist is submitted to DCEDIY on an annual basis. <p>Audit & Risk Committee: Budget Estimates for 2025 were approved for submission to the Department.</p> <p>People & Culture Committee: The minutes of the People & Culture Committee meeting of 10th June 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • The Committee approved ten HR Policies, the Board reviewed the approved policies. <p>Young People Committee: The minutes of the Young People Committee Meeting of 30th May were noted with the following highlighted by the Chair (JG):</p> <ul style="list-style-type: none"> • The Committee met and agreed priorities for the year. A workplan will be brought to the next meeting. • The Committee met with DLP, Bill Byrne, who discussed his work with young people and the implementation of HIQA recommendations. • The Committee met with five young people who raised issues around: <ul style="list-style-type: none"> ○ Food and food waste. ○ Staffing and Activities ○ Problem-solving ○ Single Separation ○ Unscreened visits.
2.	Director's Report	<p>Director, Damien Heron, presented his report to the Board, in his presentation he highlighted:</p> <p>HIQA: An inspection took place June 11th -13th. Preliminary feedback has been received from HIQA and improvements have been noted. It was also noted that the campus was very welcoming, accommodating and transparent. The Stage 1 report is awaited.</p>

		<p>Occupancy: There was a throughput of 54 young people, and occupancy is very much on the increase, there were 3 bed refusals during May due to full occupancy.</p> <p>The Board sought and received further information on bed refusals and how this was managed on Campus.</p> <p>The Director updated the Board on recent external engagement and collaboration with the Probation Service and Youth Diversion Programme, North South Youth Justice Advisory Group, Woodlands Juvenile Justice Centre and National Institute of Public Health Slovenia.</p>
3.	Young People Matters	<p>The Director spoke to this item. In his presentation he highlighted the following:</p> <p>Occupancy: May continued to see high occupancy on the campus with a population of 54 young people. Despite this there was a good atmosphere across the campus with several young people preparing for their Junior and Leaving Cert exams. There were 4 new admissions and 9 re-admissions in May. There were 14 young people discharged.</p> <p>Restrictive Practice: There were 90 Single Separations involving 27 young people in May the same number of separations as the previous month. The Board looked at the length of separations and the breakdown between remand and detention units. A total of 8 CPI Safety interventions were recorded for May. There was no full Safety Intervention.</p> <p>Activities and Programmes: The Traveller Support Worker provided an update on his work with young people and his collaboration with the school and activities team as part of the monthly Board report.</p>
4.	People Matters	<p>The People Matters Report was taken as read with the following highlighted by Interim CPO (MB):</p> <ul style="list-style-type: none"> • Recruitment: Five Social Care Worker candidates were successful during the interviews that took place in April 2024. Improvements have been made in the recruitment process with successful outcomes in the recruitment of SCWs in June. • The Board was updated on IR/ER Matters. • A retirement planning event took place on May 15th in the City North Hotel and was well received by all employees in attendance.
5.	Executive Engagement	<p>Rodrigo Rufino, Environmental Sustainability Officer</p> <p>RR presented the Environmental Programme 2024-2026 which provides guidance to the organisation, and an integrated overview of the Oberstown’s sustainability pathway. In his presentation he highlighted the following:</p> <ul style="list-style-type: none"> • Purpose and structure of the Environmental Programme

		<ul style="list-style-type: none"> ○ Description ○ Goals ○ Actions ○ Targets ○ Monitoring (KPIs) ● Energy Management – targets and actions ● Waste Management – targets and actions ● Water Management – targets and actions ● Educational Targets <ul style="list-style-type: none"> ○ Develop a continuous programme based on the Green Schools pathway. ○ Achieve the Green School Flag award by Q3 2025 ● Biodiversity – targets and actions ● Organisational targets and actions ● Food Waste Plan <p>The Board thanked RR for his presentation and his great work in this important area since coming to Oberstown</p>
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Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Thursday 30th May 2024.

1.	Board Committees	<p>Audit & Risk Committee: The minutes of the Audit & Risk Committee meeting of 15th May 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • Management Accounts for March 2024 were presented by the General Manager – Business & Compliance. • The Board approved the Risk Appetite Statement. • The Board reviewed the Risk Register. <p>Sustainability Committee: The minutes of the Sustainability Committee meeting of 15th May 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • One of the goals in the Environmental Programme 2024-2026 is to achieve 1SO 500001 accreditation by Q4 2025. The Committee was updated on the SEAI ISO 50001 Accelerator Programme 2024. • The Energy Policy was approved by the Board. • The Sustainability Committee Annual Report 2023 was presented to the Board. <p>Governance & Strategy Committee: The Terms of Reference for the Governance & Strategy Committee were approved by the Board.</p>
2.	Director's Report	<p>Director, Damien Hernon, presented his report to the Board, in his presentation he highlighted:</p> <p>CPT carried out an inspection on 27th and 28th May at short notice. The inspection was forensic and the workload created was intense. The preliminary feedback is positive and the written report is awaited. The Director highlighted the learning from the process for the Campus. The Board expressed it's appreciation of how the inspection was handled by the Senior Team and staff and UnD passed on the appreciation of DCEDIY.</p> <p>Occupancy: The current certificate of occupancy remains at 40 male beds and 6 female beds as of 17/04/24.</p> <p>HIQA Compliance Plan: The Director delivered a presentation on the progress of the implementation of the HIQA Compliance Plan from the inspection of November 2023.</p> <p>The Crisis Management Plan was approved by the Board.</p>

<p>3.</p>	<p>Young People Matters</p>	<p>Deputy Director for CEHOP, Michelle Griffin, spoke to this item. In her presentation MG highlighted the following:</p> <p>Occupancy: April was a busy month on the campus with a population of 52 young people. There were 6 new admissions and 5 re-admissions in April. There were 13 young people discharged. There were 9 bed refusals during April. MG acknowledged the hard work and goodwill of staff in providing a high level of service to young people.</p> <p>Restrictive Practice: There were 90 Single Separations involving 28 young people in April which is a decrease of 7 separations on the previous month. A total of 4 CPI Safety interventions were recorded for April, with one full Safety Intervention required.</p> <p>Activities: CPT noted that young people were offered a lot of activities. A review of activities is currently being undertaken in consultation with the Campus Council.</p>
<p>4.</p>	<p>People Matters</p>	<p>The People Matters Report was taken as read with the following highlighted by Interim CPO (MB):</p> <ul style="list-style-type: none"> • Recruitment: Five Social Care Worker candidates were successful during the interviews that took place in April 2024. Further interviews for RSCWs will be taking place in the coming weeks. • The Board was updated on IR/ER Matters. • Learning & Development: The Q2 training schedule has been finalised and is now in place. The month of April had a strong focus on Safety Intervention training as well as Outcome STAR.
<p>5.</p>	<p>Executive Engagement</p>	<p>Nurture Programme, Suzanne Fitzpatrick and Colette Macken</p> <p>School Principal, Suzanne Fitzpatrick and Colette Macken delivered a presentation on the Nurture Programme, developed to meet the needs of young people who are struggling in the school environment. In their presentation they described:</p> <ul style="list-style-type: none"> • How the programme started and evolved. • How a nurture space was created in the school. • Outcomes for young people including student testimonials. • Oberstown School's participation in Global Inclusive Schools' Forum in UNESCO HQ, Paris on 14-15 March 2024. <p>The Board welcomed the presentation, thanking both SF and CM for their work in creating positive school experiences for young people.</p>

Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Thursday 25th April 2024.

1.	Board Committees	<p>The Board approved a new structure for Board Committees. The main changes approved are:</p> <ul style="list-style-type: none"> • The Governance and Strategy Committees have been merged to form one committee. • Revised membership for most committees. <p>Strategy Committee The minutes of the Audit & Risk Committee meeting of 16th April 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • The committee reviewed the Business Plan 2024, focussing on items that had been assigned to that committee. • The process to manage SLAs with external service providers was reviewed. • Children’s Rights Policy Framework is to be reviewed in 2024 • The Strategy Committee Annual Report to the Board 2023 was noted. <p>People & Culture Committee: The minutes of the People & Culture Committee meeting of 16th April were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • The committee looked at the open audit recommendations referred by the Audit & Risk Committee. • Staff Engagement: The Staff Engagement process needs to be refreshed and groups re-constituted with RSCW representatives. Good work has been done so far. • Union Engagement. MG updated the Board on engagement with the union with regard to recent challenges around staffing in units due to occupancy levels. • The People & Culture Committee Annual Report to the Board 2023 was noted. <p>Young People Committee: The minutes of the Young People Committee meeting of 26th March 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • The committee identified priorities for 2024. This may change once the Business Plan 2024 is reviewed at the next committee meeting. • Two new members will join the committee, this will add value to the work of the committee.
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<p>2.</p>	<p>Director's Report</p>	<p>Deputy Director, Brian Hogan, presented the Director's report to the Board, in his presentation he highlighted:</p> <p>Occupancy: In response to a request from the Department, the certificate of occupancy was amended to 42 male and 4 female beds, on March 27th, on an emergency basis.</p> <p>On March 14th the Campus facilitated a successful visit from Queen's University Belfast with students/lecturers from a rights based/criminology background to consider the theory to practice question.</p> <p>On March 25th The Director met with the Director of Probation and a representative from Young People's Probation to consider synergies that exist between the two organisations and how both parties might work closer together to support young people on leaving Oberstown.</p> <p>HIQA: The Board reviewed the HIQA Compliance Plan and updates on its implementation. MG updated the Board on the recent meeting with HIQA. This was well attended by Oberstown staff and was useful to assist in understanding the inspection process.</p>
<p>3.</p>	<p>Young People Matters</p>	<p>Deputy Director for CEHOP, Michelle Griffin, spoke to this item. In her presentation MG highlighted the following:</p> <p>Occupancy: Overall March was a busy month on the campus with a population of 49 young people. There were 10 new admissions and 4 re-admissions in March. There were 6 bed refusals during March.</p> <p>Restrictive Practice: There were 97 Single Separations involving 32 young people in March which is an increase of 51 separations on the previous month. There was a lengthy discussion around the reasons for single separation and the impact on resources, with the Deputy Directors (MG & BH) describing the background and context to some of the challenges presented by young people. The Board welcomed this understanding of what happens on a day to day basis on the units.</p> <p>Breath of Fresh Eire project was launched on the 28th of March with great success. The 1pm, 6pm and the 9pm RTE news covered the launch. The video of the making of this project is available on the Gaisce Youtube channel.</p> <p>Le Cheile Mentoring now provide a full time service. The Board noted the monthly update report included in the Young People Matters Report.</p>

<p>4.</p>	<p>People Matters</p>	<p>The People Matters Report was taken as read with the following highlighted by the Deputy Director (BH) and Deputy Director for CEHOP (MG):</p> <ul style="list-style-type: none"> • RSCW Recruitment: five candidates were successful in the recent campaign. These are at the offer stage. • Training: focus is on HIQA recommendations. • Annual Leave: There was discussion around the management of annual leave to reduce balances over the next three years. • The Board noted that Damien Hanlon, CPO, had tendered his resignation and was leaving Oberstown on 26th April. They thanked him for his work and acknowledged his contribution to Oberstown.
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Koulla Yiasouma
Chairperson

**Bulletin on the Board of Management Meeting
held on Tuesday 26th March 2024.**

1.	Board Committees	<p>Audit & Risk Committee: The minutes of the Audit & Risk Committee meeting of 21st March were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • As part of the 2023 Internal Audit Plan, Mazars conducted a high level review of the key internal financial controls and internal control questionnaires completed by management for consideration by the Board as part of their review of the effectiveness of the system of internal control for year ended December 2023. • The Committee reviewed the C&AG Management Letter for year ended 2022. One high, one medium and two low findings were reported. • The Committee completed the Audit & Risk Committee Effectiveness Checklist 2023 as set out in the Code of Practice. <p>Governance Committee: The minutes of the Governance Committee meeting of 13th March were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • The Board away day in January was reviewed. Another away is planned for September. • The Committee workplan is progressing. • External Board Evaluation is planned for Q3 2024. Tender process to appoint a facilitator is in progress • The Governance Committee Annual Report to the Board for year ended 31st December 2023 was noted. <p>Young People Committee: The minutes of the Young People Committee meeting of 29th February 2024 were noted with the following highlighted by the Chair of the Committee: The Committee met with four young people and the following was discussed:</p> <ul style="list-style-type: none"> • School • IRPs • Phones • Forklift Training
2.	Director's Report	Director, Damien Hernon, presented his report to the Board, in his report he highlighted:

		<p>HIQA: HIQA Inspection report was published on February 21st and received a low level of media coverage and there were no further queries on it. The coverage referenced the non-compliant areas and also the fact that Oberstown provides good quality, child centred care.</p> <p>Safety Intervention: The Director met with the Safety Intervention Training Instructor Group, which now consists of up to fourteen staff who are responsible for the delivery of training, practical drills and review of physical interventions on campus. This initiative speaks to the sustainable delivery and implementation of training into real life situations, embedding a safety intervention culture across campus.</p>
3.	Young People Matters	<p>Deputy Director for CEHOP, Michelle Griffin, spoke to this item. In her presentation MG highlighted the following:</p> <p>Occupancy: Overall February was a busy month on the campus with a population of 39 young people. There were 6 new admissions and 4 re-admissions in February. There were no bed refusals during February. Numbers have been steadily increasing in the month of February.</p> <p>Restrictive Practice: There were 46 Single Separations involving 21 young people in February which is a decrease of 49 separations on the previous month</p> <p>Walk in My Shoes Workshop: The first session took place on 22nd February. The young people as experts in their own lives delivered a fantastic workshop supported by a project team of staff. There was a wide and diverse range of staff in attendance and the feedback was both positive and powerful.</p>
4.	People Matters	<p>The People Matters Report was taken as read with the following highlighted by the Director (DH):</p> <ul style="list-style-type: none"> • Recruitment for SCWs is ongoing. • Internal appointments to Central Security (2) and Site Manager (2) positions. • Staffing levels were reviewed • Sick leave is at 6%
5.	Finance	<p>The Finance Officer presented the, previously circulated, draft Financial Statements for the year ended 31st December 2023. The Chair of the Audit & Risk Committee advised that the draft Financial Statements had been reviewed by the Audit & Risk Committee at their meeting on 21st March 2023 and recommended to the Board. The Board approved them for submission to the C&AG.</p>

<p>6.</p>	<p>Executive Presentation</p>	<p>John Smith delivered a presentation on the Hear I am Podcast Project. He described this a powerful medium for self-expression for the young people, made possible by Creative Youth Nurture fund. Training is in progress and the project will be delivered on eighteen months.</p> <p>He also briefed the Board on the Oberstown Wellbeing Mind-set Retreat Week 25th -29th March 2024. The Board welcomed this programme and look forward to receiving feedback on the young people’s experience.</p> <p>The Board thanked John Smith for his great work and dedication to the young people.</p>
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Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Thursday 29th February 2024.

1.	Board Committees	<p>Audit & Risk Committee: The minutes of the Audit & Risk Committee meeting of 2nd February were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • Following a review, the Audit & Risk Committee recommended a twelve-month extension of Mazars contract for internal audit services. The Board approved this. • The Board noted the Management Accounts for December 2023. • The Board reviewed the Risk Register and noted controls and actions in place to mitigate high risks. <p>Governance Committee: The Board reviewed a document summarising the Board Away day and the training needs that had been identified. The Chair thanked everybody for their participation and commitment to this event.</p> <p>Strategy Committee: The Board reviewed the updated Business Plan 2024. The Plan has been updated to include committee oversight, with responsibility for each action assigned to the relevant committee.</p> <p>Young People Committee: The minutes of the Young People Committee meeting of 25th January 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • The Committee met with three young people. The young people discussed a number of different matters and spoke about what was going on in their lives, what they weren't/were happy with and would like changed or improved. • Following the review of participation, the committee reviewed their terms of reference to extend their remit. The revised terms of reference for the Young People Committee was approved by the Board.
2.	Director's Report	<p>Director, Damien Hernon, presented his report to the Board, in his report he highlighted:</p> <ul style="list-style-type: none"> • HIQA: The HIQA report, relating to the inspection that took place in September 2023, was published on 21st March 2024. The Director updated the Board on the implementation of the compliance plan that has been included in the Business Plan 2024. • As part of the Youth Justice Strategy, the Director met with an interdepartmental group, with membership from TUSLA, DCEDIY, Department of Justice and Oberstown. • The Board welcomed an update on the monthly meeting between Oberstown and DCEDIY as part of the Director's Report.

3.	Young People Matters	<p>Director, Damien Hennon, spoke to this item. In his presentation DH highlighted the following:</p> <ul style="list-style-type: none"> • Overall January was a busy month on the campus with a population of 37 young people. There were no bed refusals during January. • There were 95 Single Separations involving 24 young people in January which is a decrease of 5 separations on the previous month. • The Director updated the Board on the Hear I Am podcast project, the Board welcomed the update and requested access to the podcasts. • Updates were provided on Programmes and Activities and the work of the Chaplain on Campus.
4.	People Matters	<p>The People Matters Report was taken as read with the following highlighted by the CPO Damien Hanlon:</p> <ul style="list-style-type: none"> • Recruitment campaign for Social Care Workers is in progress. • Learning and Development: The newly published January-March 2024 Training Schedule advised employees that the goal of 100% compliance is a medium term goal that will require everyone to support and engage to reach. • Staffing Levels • Workforce Diversity – this will be looked at in terms of strategy and recruitment. • EDI Strategy is progressing • Annual Leave levels <p>CORU Registration <i>Rose Murray spoke to this item</i></p> <p>The Board noted the report on CORU registration project previously circulated. RM highlighted the following:</p> <ul style="list-style-type: none"> • The project has been very successful with strong engagement from staff. • Staff are happy and feel that they are receiving support and guidance from the organisation.
5.	Executive Presentation	<p>Jacek Zgardzinski, Facilities Manager, delivered a presentation on the Energy and Critical Equipment Monitoring System. The Board welcomed the new system as part of the strategic goals to enhance environmental and energy sustainability on Campus.</p> <p>The Chair thanked JZ for his presentation and his great contribution to the organisation.</p>

Koulla Yiasouma
Chairperson

Bulletin on the Board of Management Meeting held on Thursday 25th January 2024.

1.	Board Committees	<p>Audit & Risk Committee: The Audit & Risk Committee met with the C&AG on 20th December. Final clearance was provided and the Financial Statements for the year ended 31st December 2022 were laid before the Houses of the Oireachtas on 22nd December 2023.</p> <p>Governance Committee: The minutes of the Governance Committee meeting of 10th January were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • An external Board evaluation will be undertaken in 2024. • Board away day was held on 19th January. • Policy Framework was approved by the Board. <p>Strategy Committee: The minutes of the Strategy Committee meeting of 16th January 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • The Business Plan 2024, previously approved by the Board, has been updated to include the HIQA Compliance Plan. • Board Committees to have oversight of related actions. <p>Sustainability Committee: The minutes of the meeting of the Sustainability Committee of 15th January 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> • Environmental Officer, Rodrigo Rufino, has developed an Environmental Programme 2024-2026 which provides guidance to the organisation, and an integrated overview of the Oberstown’s sustainability pathway. He agreed to bring the plan to the Board in Q2 2024. • The committee reviewed the Capital Plan 2024. • Jacek Zgardzinski (JZ), Facilities Manager, updated the Committee on the Energy Monitoring System.
2.	Director’s Report	<p>Director, Damien Hennon, presented his report to the Board, in his report he highlighted:</p> <ul style="list-style-type: none"> • December and the Christmas period was by and large very settled, with staff and young people having time to rest, reflect and enjoy the period. The Director acknowledged and complimented all those who made this possible.

		<ul style="list-style-type: none"> Director met with Giving Back Project on 15th January regarding an update on progress across European partners and this project continues to grow from strength to strength with a further series of engagement planned with both young people and staff during February and March.
3.	Young People Matters	<p>Deputy Director, Michelle Griffin, spoke to this item In her presentation MG highlighted the following:</p> <ul style="list-style-type: none"> Overall December was a busy month on the campus with a population of 42 young people. There were no bed refusals during December. There were 99 Single Separations involving 23 young people in December which is a decrease on the previous month. MG commended staff on the management of the transfer of a young person to the IPS. The transfer was handled with great care, compassion and support the young person and their family. The Board expressed their appreciation of the good work undertaken in this space and the demonstration of children’s rights in practice. There was discussion around supports for young people who are on the spectrum. <p>Updates were provided on Programmes and Activities and the work of the Chaplain on Campus.</p>
4.	People Matters	<p>The CPO presented the staffing report, previously circulated and the following was discussed:</p> <ul style="list-style-type: none"> Training: Training programme is in place for Q1 2024, with good attendance. CORU registration: Project has fully commenced, led by Deputy Director. Industrial Relations: The Board was updated on the WRC hearing on 16th January 2024. Annual Leave: All employees contacted and informed of annual leave owing to them. All balances have now been updated. Data on staffing numbers and absences for December 2023 was noted. HR Focus for Q1 2024 is: <ul style="list-style-type: none"> ○ Frontline recruitment ○ Diversity & Inclusion ○ Performance Management Workforce planning to be discussed by People & Culture Committee.

Koulla Yiasouma
Chairperson