

## Board Bulletin

### Bulletin for Staff on the Board of Management Meeting held on Thursday 28<sup>th</sup> August 2025.

<p>1.</p>	<p><b>Priority Agenda Items</b></p>	<p>The Board discussed the following priority items at length:</p> <p><b>Board Away Day:</b> The Board Away Day planned take place in Oberstown on 12<sup>th</sup> September 2025.</p> <ul style="list-style-type: none"> <li>• The morning will involve Board engagement with staff from a cross section of departments.</li> <li>• The afternoon will focus on preparing for the strategic review and planning for the development of a new strategy.</li> </ul> <p><b>Occupancy &amp; Capacity:</b> The Director updated the Board on capacity in Oberstown.</p> <p>To inform this discussion, correspondence from the Assistant Secretary General, DCDE, which advised of substantial funding as part of the National Development Plan (NDP), was circulated ahead of the meeting. It was noted that the Department views the provision of additional accommodation as the priority area for focus. However, this was a long-term solution for addressing capacity and building issues.</p> <p>The Director advised that currently the campus was consistently operating at full capacity for boys (apart for a period in July in August where the numbers briefly dropped) and that there are four spaces currently available for girls.</p> <p>There was a lengthy discussion around the anticipated increase in Q4 in the certificate for Oberstown, the implications of this for the campus and options to increase accommodation without compromising the level of care provided to young people.</p> <p>The Director will continue to liaise with the department to provide proposals that protect the Oberstown model.</p>
<p>2.</p>	<p><b>Board Committees</b></p>	<p><b>Audit &amp; Risk Committee:</b> The minutes of the Audit &amp; Risk Committee meeting of 14<sup>th</sup> August 2025 were noted with the following highlighted by the Chair of the committee:</p> <p>The committee received the report on the audit of Procurement &amp; Contract Management and noted that a reasonable level of assurance was provided. Under <b>Procurement</b> there are two medium findings around:</p> <ul style="list-style-type: none"> <li>• Incomplete documentation for procurement using quotations.</li> <li>• Non-compliance with procurement approval thresholds</li> </ul>

		<p>And one low finding around:</p> <ul style="list-style-type: none"> <li>• Incomplete documentations for overridden results of e-tenders evaluation</li> </ul> <p>Under <b>Contract Management</b> there are two medium findings around:</p> <ul style="list-style-type: none"> <li>• Inadequate monitoring and documentation of SLA/KPI Delivery</li> <li>• Inadequate documentation of contract extensions</li> </ul> <p>The Committee queried the suitability of the current decentralised procurement structure and sought clarity on how procurement and contract management is structured within the organisation. The Board noted that procurement is a recurring issue and sought assurances about how this is being addressed. The Director advised that improvements have been made and training is ongoing with budget holders to ensure adherence to procurement guidelines.</p> <p><b>Management Accounts June 2025.</b> The General Manager – Governance, Risk &amp; Compliance presented the management accounts for June 2025.</p>
<p>3.</p>	<p><b>Director's Business</b></p>	<p>Director, Damien Hernon, presented his report to the Board, in his presentation he highlighted:</p> <p><b>Occupancy:</b> As of July 31, there were 32 young people on site, with 24 on detention and 8 on remand, comprising of 31 males and 1 female, which offered a small bit of respite in terms of the high numbers over recent months. However, as of August 19 there were 42 young people on campus, 40 males and 2 females.</p> <p><b>Stakeholder Engagement:</b> With regard to relationship building and knowledge sharing, Oberstown hosted a number of international visitors including:</p> <ul style="list-style-type: none"> <li>• Ginna Webster, Secretary, Office of the Secretary   Department for Education, Children and Young People, Tasmania</li> <li>• Kathrine Morgan-Wicks, the secretary of the Department of Premier and Cabinet in Tasmania</li> <li>• Robert Benjamin, Implementation Monitor, Tasmania</li> </ul> <p>Tasmania are engaged in a full review of their youth justice service and have sought the assistance of Oberstown in navigating this journey.</p> <p>In terms of managing and mitigating against the potential fallout regarding the media coverage of the incidents in June, there was good engagement with the following parties</p> <ul style="list-style-type: none"> <li>• Deirdre O Connell Assistant Secretary General of FORSA and Jim Sheridan Industrial Officer FORSA with regard to how Oberstown conducts business.</li> <li>• On July 18, Josh Crosbie of Newstalk spent a day on the campus as part of a feature piece for the Pat Kenny show, to highlight the</li> </ul>

		<p>impact of programmes, education and vocational training on campus.</p> <p><b>DECDE Monthly Meeting:</b> regular meetings took place on June 17 and July 15 with a particular focus on HR matters, capacity/occupancy and finance.</p> <p><b>National and International Conferences:</b> Planning continues with regard to the 11th Annual Irish Criminal Justice Agencies Conference, scheduled for 10<sup>th</sup> October 2025 and the programme at an advanced stage of development. A working theme along the lines of ‘Youth Justice in Motion: Prevention, Intervention, Contribution’ which allows a broader look at the system issues and the system successes.</p>
4.	<b>Young People Matters</b>	<p>The Young People Matters Report was taken as read with the following highlighted by the Principal Officer Care:</p> <p><b>Occupancy:</b> Overall July was a busy month on the campus with a population of 51 young people. There were 8 new admissions and 13 re-admissions in July. There were 21 young people discharged in July. Throughout the month, there were no instances where bed referrals were unavailable to the Courts. July marked the first time this year that bed capacity dropped significantly reaching as low as 30 on one occasion.</p> <p><b>Single Separation:</b> There were 62 Single Separations involving 23 young people in July, an increase of 1 separation on the previous month.</p> <p style="padding-left: 40px;"><b>47</b> were resolved within a 6 hour period <b>15</b> were resolved in 7-12 hours</p> <p><b>Safety Interventions:</b> There were 10 safety interventions in July, 5 high level, 4 medium and 1 low level.</p> <p><b>Activities and Programmes:</b> update on activities and programmes for young people was provided.</p> <p><b>Advocacy Officer Report August 2025:</b> The Board noted the outline of advocacy and complaint activity for the young people on campus for the month of July 2025.</p> <p><b>Minutes of the Meeting of the Young People Committee 3<sup>rd</sup> July 2025</b> The Board noted the minutes of the Young People Committee and the following was highlighted by the Chair of the committee (JG):</p> <ul style="list-style-type: none"> <li>• Food is a big issue and is raised consistently with the committee; the Catering Manager will meet with the young people to discuss.</li> </ul>
5.	<b>People Matters</b>	<p><b>People Matters Report July 2025</b></p> <p>The Board noted the People Matters Report August 2025 which provided an update on HR and IR/ER matters for July 2025. This was the</p>

		<p>first report from Head of HR, Emer Clarke, and was presented to the Board by the Director in her absence. In his presentation the Director highlighted the following:</p> <p>CORU registration rate stands at <b>86% (126 of 147 employees registered)</b>. Units are progressing well, with the majority above 80% compliance.</p> <p><b>Annual Leave:</b> The original target of clearing all outstanding balances by the end of 2026 is now unlikely to be achieved. The Board are minded to extend the deadline particularly for frontline staff and await further detailed information before a decision can be made.</p> <p><b>Absence Report:</b> Absence rates increased- June: 10.7% versus July 12%. Increase driven primarily by Assault &amp; Injury Leave. Overall WTE shows pressure on frontline availability, with significant absence in RSCW unit-based roles (approx. 24 WTE unavailable at end-June).</p>
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**Koulla Yiasouma**  
Chairperson