

Bulletin on the Board of Management Meeting held on Tuesday 28th November 2023

1.	Board Committees	<p>Audit & Risk Committee: The Audit & Risk Committee met on 16th November, the minutes of this meeting were noted by the Board.</p> <ul style="list-style-type: none"> • Internal Audit Programme for 2024 was agreed. • C&AG currently auditing Financial Statements for year ended 31st December 2022. Final accounts to be brought to the December Board meeting. • The Risk Management Policy was approved by the Board. • Management Accounts September 2023 were brought to the Board for consideration. <p>People & Culture Committee: The People & Culture Committee met on 16th November 2023, the minutes of this meeting were noted by the Board.</p> <ul style="list-style-type: none"> • The Terms of Reference for the Committee were approved following an annual review. <p>Strategy Committee: The Strategy Committee met on 15th November, the minutes of this meeting were noted by the Board.</p> <ul style="list-style-type: none"> • The Business Plan 2024 was approved by the Board.
2.	Director's Report	<p>Director, Damien Heron, presented his report to the Board, in his report he highlighted:</p> <p>Annual Leave Issue: The Board was updated on the resolution to the issue of the incorrect application of annual leave entitlements.</p> <p>HIQA: Following receipt of the stage one report from HIQA, a Feedback and Compliance Plan for this Stage 1 Report has been submitted. Stage two is expected in December 2023.</p> <p>Incidents: The Director updated the Board on significant incidents on Campus in October 2023. He described the incident management process and the Chair gave assurances that she had been kept fully briefed at all times.</p>

<p>3.</p>	<p>Young People Matters</p>	<p>Deputy Director, Michelle Griffin, spoke to this item In her presentation MG highlighted the following:</p> <p>Occupancy: October was a busy month on the campus with a population of 53 young people. There were 6 new admissions and 10 re-admissions in October. There were no bed refusals during October.</p> <p>Single Separation: There were 104 Single Separations involving 36 young people in October which is an increase of 41 separations on the previous month.</p> <p>Participation: The Board received an overview of the young people’s participation and advocacy on the campus during October.</p> <p>Young People Committee: The Young People Committee met with young people on 26th October and the Chair of the committee provided an update on the feedback from young people. It was noted that concerns raised by young people around food had been addressed. the Board welcomed this and commended the responsivity of the Catering Team and thanked them for their good work.</p> <p>The Young People Committee will be re-developed in 2024 as part of the Participation Strategy.</p> <p>Updates were provide on Programmes and Activities and the work of the Chaplain on Campus.</p>
<p>4.</p>	<p>People Matters</p>	<p>The staffing report, previously circulated, was noted, and the following was discussed:</p> <p>Recruitment: Learning & Development Manager and Employee Relations Lead are now in post.</p> <p>Training: The Board received an update on training delivered during October 2023.</p> <p>Employee Relations: The Board noted correspondence received from Forsa. The Chief People updated the Board on engagement with the union, referencing issues raised in the correspondence received. He advised that there was regular engagement with Forsa reps and that matters were being progressed. The Board acknowledged the safety concerns raised by care workers.</p>

Koulla Yiasouma
Chairperson