

## Bulletin on the Board of Management Meeting held on Thursday 25<sup>th</sup> January 2024.

1.	<b>Board Committees</b>	<p><b>Audit &amp; Risk Committee:</b> The Audit &amp; Risk Committee met with the C&amp;AG on 20<sup>th</sup> December. Final clearance was provided and the Financial Statements for the year ended 31<sup>st</sup> December 2022 were laid before the Houses of the Oireachtas on 22<sup>nd</sup> December 2023.</p> <p><b>Governance Committee:</b> The minutes of the Governance Committee meeting of 10<sup>th</sup> January were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> <li>• An external Board evaluation will be undertaken in 2024.</li> <li>• Board away day was held on 19<sup>th</sup> January.</li> <li>• Policy Framework was approved by the Board.</li> </ul> <p><b>Strategy Committee:</b> The minutes of the Strategy Committee meeting of 16<sup>th</sup> January 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> <li>• The Business Plan 2024, previously approved by the Board, has been updated to include the HIQA Compliance Plan.</li> <li>• Board Committees to have oversight of related actions.</li> </ul> <p><b>Sustainability Committee:</b> The minutes of the meeting of the Sustainability Committee of 15<sup>th</sup> January 2024 were noted with the following highlighted by the Chair of the Committee:</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• The committee reviewed the Capital Plan 2024.</li> <li>• Jacek Zgardzinski (JZ), Facilities Manager, updated the Committee on the Energy Monitoring System.</li> </ul>
2.	<b>Director’s Report</b>	<p>Director, Damien Hennon, presented his report to the Board, in his report he highlighted:</p> <ul style="list-style-type: none"> <li>• 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.</li> </ul>

		<ul style="list-style-type: none"> <li>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.</li> </ul>
3.	<b>Young People Matters</b>	<p>Deputy Director, Michelle Griffin, spoke to this item In her presentation MG highlighted the following:</p> <ul style="list-style-type: none"> <li>Overall December was a busy month on the campus with a population of 42 young people.</li> <li>There were no bed refusals during December.</li> <li>There were 99 Single Separations involving 23 young people in December which is a decrease on the previous month.</li> <li>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.</li> <li>There was discussion around supports for young people who are on the spectrum.</li> </ul> <p>Updates were provided on Programmes and Activities and the work of the Chaplain on Campus.</p>
4.	<b>People Matters</b>	<p>The CPO presented the staffing report, previously circulated and the following was discussed:</p> <ul style="list-style-type: none"> <li><b>Training:</b> Training programme is in place for Q1 2024, with good attendance.</li> <li><b>CORU registration:</b> Project has fully commenced, led by Deputy Director.</li> <li><b>Industrial Relations:</b> The Board was updated on the WRC hearing on 16<sup>th</sup> January 2024.</li> <li><b>Annual Leave:</b> All employees contacted and informed of annual leave owing to them. All balances have now been updated.</li> <li><b>Data</b> on staffing numbers and absences for December 2023 was noted.</li> <li><b>HR Focus</b> for Q1 2024 is: <ul style="list-style-type: none"> <li>○ Frontline recruitment</li> <li>○ Diversity &amp; Inclusion</li> <li>○ Performance Management</li> </ul> </li> <li>Workforce planning to be discussed by People &amp; Culture Committee.</li> </ul>

**Koulla Yiasouma**  
Chairperson