

Management Bulletin

News and updates - 04.12.18

Main News from Management

Dear all,

This time I wanted to share the (draft):

[Executive Summary Report to the Board of Trustees - Board meeting 13.12.2018](#)

[Management, Health & Safety \(incl. facilities\)](#)

- A total of 12 Management Bulletins and a Picture Bulletin have now been shared.
- The first meeting of the Extended Management Team has taken place on the 11th of November and was well attended. The next meeting will be on the 12th of December. We will look at our one year Development Plan and work in smaller groups.
- The H&S and facilities report is provided separately to the Board.
- Online training is taking place across the board

[Operational Risk Register](#)

- We reviewed the CSA operational risk register and have agreed that there are no new risks or significant changes to current risks. The only red area is currently with the deterioration of CSA properties - work is progressing to move forward with a major capital development project which will in time mitigate this risk but at present this will remain at its current rating. Our architect team from Collective Architecture have visited for a full site visit and further consultation meetings are being planned. Time line and update will be circulated separately to all in due course.
- The implications of Brexit are closely monitored especially in respect of Foundation Co-workers and a recruitment drive is being progressed, most staffing issues in the residential houses are being resolved.
- Ongoing discussions around sustainable staffing structures across all areas are being progressed by SMT.

[Care](#)

- Following our annual unannounced inspection, the Care Inspectorate has shared its draft reports which have been circulated separately. These reports will be available online shortly.
- The Care & Admissions reports have also been circulated to the Board.
- The terms of reference for the CSA Review of the Referral, Transition and Review Process have been circulated to group members and the Board.

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News and updates - 04.12.18 (contd.)

Main News from Management (contd.)

Education

- This report will be circulated separately to the Board which will include the standards report of the School Improvement Plan.

Policy developments for the Board to consider and to make decisions

- We are currently quality assuring a new policy on supervision. We are also implementing this.

Service Developments

- A verbal update on The Capital Programme will be provided in the Board meeting.
- The review of therapy services is now being progressed and the report has been shared with the group and the Board.

Finance

- The Finance Report will be circulated separately to the Board.

HR/training/media matters

- The HR and OD report will be circulated separately to the Board
- John Richards has kindly agreed to continue to support myself and CSA for the foreseeable future.
- The interviews for the Day Services Manager have taken place.

Alex Busch

Executive Director, CSA

Social Hub Opening - Foundation year co-workers opened the Social Hub with a "Hub quiz" on Tuesday 27th November 2018.

