



National Federation of Voluntary Bodies
annual report 2006

NATIONAL FEDERATION OF VOLUNTARY BODIES

Providing Services to People with Intellectual Disability

National Federation of Voluntary Bodies

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National Federation of Voluntary Bodies - Member Organisations:

Ard Aoibhinn Centre, Wexford;
BEAM Services, Carlow;
Association of Parents & Friends of the Mentally Handicapped, Carrickmacross Co. Ltd;
Brothers of Charity Services;
Caphill Communities of Ireland;
Cheeverstown House, Dublin;
Children's Sunshine Home, Dublin;
Clann Mor Residential & Respite Ltd., Navan, Co. Meath;
Clones Branch of the Mentally Handicapped, Monaghan;
County Wexford Community Workshop, Enniscorthy;
County Wexford Community Workshop, New Ross;
CoAction West Cork;
COPE Foundation, Cork;
Dara Residential Services Ltd., Kildare;
Daughters of Charity Services;
Delta Centre, Carlow;
Drumlin House, Cavan;
Abilty West, Galway;
The Holy Angels, Carlow;
Hospitaller Order of St. John of God;
Irish Sisters of Charity;
K.A.R.E., Kildare;
K.A.S.M.H.A., Kilkenny;
Kerry Parents & Friends Association;
L'Arche Ireland;
Malta Services Drogheda;
MIDWAY, Meath;
Moore Haven Centre, Tipperary;
North West Parents & Friends Association, Sligo;
Peacehaven, Co. Wicklow;
Peamount Hospital, Dublin;
Prosper Fingal, Dublin;
RehabCare;
Sisters of La Sagesse, Sligo;
Sisters of the Bon Sauveur, Waterford;
SOS Kilkenny Ltd.;
Sisters of Charity of Jesus & Mary;
St. Aidan's, Gorey, County Wexford;
St. Anne's Service, Roscrea, County Tipperary;
St. Catherine's, Co. Wicklow;
St. Christopher's Services, Longford;
St. Cronan's Association, Roscrea, County Tipperary;
St. Hilda's Service, Athlone, County Westmeath;
St. Joseph's Foundation, Charleville, Co. Cork;
St. Michael's House, Dublin;
Stewart's Hospital, Dublin;
Sunbeam House Services, Bray, County Wicklow;
Tipperary Association for Special Needs;
Walkinstown Association, Dublin;
Waterford Intellectual Disability Association;
Western Care Association, Mayo;
Windmill Therapeutics Training Unit, Wexford.



Front Cover Artist - Ann Fitzgerald

Hello, my name is Ann Fitzgerald. I am 28 years old and come from Bruff, Co. Limerick. I attend my day programme in the Tait Business Centre in Limerick along with 29 other friends which is organized by The Daughters of Charity Service, Limerick. I am an artist and this photograph of me was taken while I was getting ready for an exhibition. I love to paint using all kinds of materials but I really love using a pallet knife. Along with painting my hobbies include Tai-Chi, Aerobics, Dancing and Bowling. I love getting a higher score than the boys at the bowling alley. I am really delighted to have my painting chosen for the cover of the National Federation of Voluntary Bodies Annual Report..



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TABLE OF CONTENTS

PAGE NO.

Chairman's Statement	01
Chief Executive's Introduction	01

Section 1: Communications & Consultation

1.1	Information & Awareness	02
1.2	Website (www.fedvol.ie)	02
1.3	Freedom of Information	03
1.4	Good Practice Guide	03
1.5	National Intellectual Disability Database Committee Annual Report	04
1.6	Consultation with Member Organisations	04

Section 2: Policy Work & Campaigning

2.1	Department of Health & Children Strategic Review of Disability Services	05
2.2	Long Stay Residential Charges Regulations	05
2.3	Report of the Comptroller & Auditor General on the Provision of Disability Services by Non Profit Organisations	06
2.4	Performance Verification Process	06
2.5	Education	07
2.6	Early Intervention Working Group	08
2.7	Disability Legislation Consultation Group (DLCCG)	09
2.8	European Association of Services Providers for People with Disabilities (EASPD)	09
2.9	Human Resources	10
2.10	Mental Health Act 2001	13
2.11	Person Centred Medication Management	13

Section 3: Improving Service, Quality & Partnership

3.1	Framework for Person Centred Services & Supports – From Theory to Practice	14
3.2	A Shared Service Approach to Service Delivery	14
3.3	Core Funding Deficits / Value for Money Cuts	15
3.4	Vocational Training & Employment	15
3.5	Engagement with HSE	16
3.6	Harmon / Wolfe and Sale / Oreshnick Staffing Evaluations	16
3.7	Health Services National Partnership Forum	16
3.8	Inclusion Ireland	17
3.9	Community Participation & Inclusion	17
3.10	Volunteering	18
3.11	National Federation of Voluntary Bodies Pension Scheme	19

Section 4: Training, Learning & Education

4.1	Training & Development	20
4.2	National Joint Committee on Social Professionals	22

Section 5: Research & Development

5.1	Research	23
5.2	National Best Practice Guidelines for Informing Families of their Child's Disability	24
5.3	Review of Children's First	27

APPENDICES

Appendix 1:	National Federation of Voluntary Bodies Board of Directors	28
Appendix 2:	National Federation of Voluntary Bodies Secretariat Staff	29
Appendix 3:	National Federation of Voluntary Bodies Sub Committees & Working Groups	30
Appendix 4:	National Federation of Voluntary Bodies Representatives on National Committees	32
Appendix 5:	National Federation of Voluntary Bodies Financial Data	34

CHAIRMAN'S STATEMENT

The log of activities and achievements set out in this report profiles both the breath and intensity of engagement of the National Federation of Voluntary Bodies throughout the year. It reflects the combined and productive energies of the voluntary input of the member organisations and the professionalism and flair of Brian O'Donnell and his Oranmore Team. Without succumbing to complacency or self – congratulation, I believe we can take pride in our contribution in 2006 to enhancing services to persons with an intellectual disability across a very broad range of fronts.

On a personal note, the highlights of the year were the Mental Health Symposium in October and the Consultation Day with member organisations in Athlone. The Mental Health event was both timely - only days before the Mental Health Act went "live" - and hugely stimulating and at times provocative. A special word of gratitude to each member of the Organising Committee. The Consultation Day allowed many important issues to surface and highlighted the need for a thorough going stock-taking and review – hopefully, some of the fruits of which will be evident in the 2007 report.

**Brendan Broderick,
Chairperson.**

CHIEF EXECUTIVE'S INTRODUCTION:

I am very happy to present the Annual Report of the activities of the National Federation of Voluntary Bodies Providing Services to People with Intellectual Disability for 2006.

2006 was our first full year living with the National Disability Strategy. The introduction of the multi-annual investment programme in new service developments and supports, together with publication of Sectoral Plans by six Government Departments, was welcomed.

The transforming health and social care landscape is bringing about major change in terms of how services will be configured and provided going forward. During 2006, the National Federation of Voluntary Bodies pointed to the need for proactive engagement by the Health Services Executive with us to capitalise on the opportunities presented and to address the challenges arising in relation to configuration of services, assessments of need, identification of priorities for new services development and resourcing.

During 2006, we continued our work in highlighting issues of concern to our sector and represented the National Federation of Voluntary Bodies view on all aspects of policy relevant to our sector, both nationally and internationally. Of course, given that the staffing resources of our Secretariat are limited, we rely heavily on the expertise and experience of many dedicated professionals from within our member organisations who participate on, and contribute to, the work of our various Sub Committees and Task Groups, which are outlined in the appendix of this report. I would like to place on record my appreciation of their important input.

I would like to express my gratitude to our Chairperson, Mr. Brendan Broderick, for his more than generous support and guidance and also to each member of the National Federation's Board of Directors for their wise counsel. I would like to express my appreciation to all 61 member organisations of the National Federation of Voluntary Bodies for their positive contribution to our work and activities.

It will be discerned from this report that the range of activities carried out by my Secretariat colleagues, on behalf of the National Federation of Voluntary Bodies, is extensive and their achievements are many. I would like to place on record my deep appreciation to each of them for their dedication and professionalism throughout 2006.

**Brian O'Donnell,
Chief Executive.**

SECTION 1**COMMUNICATIONS & CONSULTATIONS**

The National Federation of Voluntary Bodies comprises some 61 member organisations, who between them employ 17,000 (15,000 WTE) staff. It is important therefore for the Federation to have in place effective communications and consultation processes.

1.1 INFORMATION & AWARENESS

Information sharing and awareness raising are key functions of the Secretariat. We aim to ensure that all member organisations are kept fully up to date in relation to relevant policy developments, legislation and innovations in service delivery.

Key Achievements during 2006:

- Newsflashes and awareness bulletins updating members on all relevant issues were issued on a regular basis throughout 2006.
- Position papers and briefing reports dealing with an extensive range of topics were developed by the Secretariat and by our various Standing Committees and disseminated throughout our membership.
- The National Federation newsletter was produced electronically and issued on a monthly basis throughout the year.
- A total of 411 communications issued to member organisations during 2006.
- There were four meetings of our General Assembly held quarterly during 2006.

* * * * *

1.2 WEBSITE - (www.fedvol.ie)

In 2005, the National Federation undertook a review of its existing website to assess its capacity to support member organisations to provide high quality services and supports to people with intellectual disability into the future. While the website was comprehensive for the existing climate, it was considered that it needed to be restructured to reflect the ongoing changes in intellectual disability services.

Key Achievements in 2006:

- In March 2006, we launched our new website – www.fedvol.ie – an up-to-date, professional, accessible, information resource for our member organisations, people with intellectual disability, families, and all who have an interest in intellectual disability issues.
- Our website provides key information on the range of activities taking place in intellectual disability services in Ireland and the role played by the National Federation in supporting member organisations to provide high quality services and supports to people with intellectual disability.
- This website gives you detailed information on the range of services provided by our *member organisations* and current developments in intellectual disability services.
- Up to date *news* stories, details of funding opportunities, consultations, publications, policy documents and a host of other valuable information, including a databank of information resources, are also available.

- Our *Events* area provides you with details of conferences, training courses, briefings and meetings taking place over the coming months.

Feedback on our new website has been very positive and we aim to keep it updated on a weekly basis over the coming year.

1.3 FREEDOM OF INFORMATION

The National Federation was assigned responsibility by the Department of Health & Children to oversee implementation of the Freedom of Information Act 1997 in the Intellectual Disability Sector. All statistical information for the FOI Central Policy Unit in the Department of Finance and for the Information Commissioner's office is processed through the Secretariat office.

Key Achievements in 2006:

- Quarterly/Annual FOI statistics were provided to Central Policy Unit, Department of Finance.
- FOI annual statistics were provided to the Information Commissioner's Office for inclusion in their Annual Report.

Live Cases B/F from 2005	Requests rec'd in 2006	Personal	Non Personal	Mixed	Requests Granted	Requests part granted	Requests Refused	Requests Transferred	Withdrawn	Withdrawn & Handled outside FOI	Lives Cases at end of 2006	Internal Reviews Rec'd	Appeals to Info Commissioner
70	141	137	4	0	81	101	4	2	8	1	14	7	1

Source of FOI requests:

Journalists	Business / Interest Groups	Oireachtas / Public Reps	Staff	Client	Others	Total
0	0	0	16	116	9	141

The National Federation networks operate at regional level and interface with local HSE Area networks.

- Representation was afforded for the Department of Finance FOI Public Service Users' Network Meetings
- Information/support was provided as required to National Federation regional networks

1.4 GOOD PRACTICE GUIDE

Following a decision of the General Assembly of the National Federation of Voluntary Bodies a Working Group under the Chairmanship of Mr. Brendan Sutton, Chief Executive Officer, Cheeverstown House, was established to identify areas of good practice based on agreed key values for dissemination to our members.

Key Achievements in 2006:

- The Group met on several occasions during 2006 and formed a Performance Indicators Working Group.
- A compendium of good practice was developed and forwarded to the organising committee for our Conference 2007, which has as its central theme *"New Ideas – New Approaches, Supporting Innovation in Intellectual Disability Services & Supports"*.

1.5 NATIONAL INTELLECTUAL DISABILITY DATABASE COMMITTEE ANNUAL REPORT

The National Federation of Voluntary Bodies works closely with the Health Research Board and the Department of Health & Children in the formulation and publication of the National Intellectual Disability Database Annual Report. The Database report is an essential services information and planning tool.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies through its membership provided comprehensive information on current services provision on current unmet need and on future service requirements.
- The National Federation of Voluntary Bodies organised an art competition for service users within its membership to design the cover of the National Intellectual Disability Database Committee Annual Report for 2006. Over 450 entries from services all over the country were received.
- The National Federation of Voluntary Bodies organised an award ceremony involving Mr. Tim O'Malley, Minister of State, with responsibility for Disability who presented the winners prize to Ms. Pauline Molloy, who originally hails from Co. Offaly, but is now resident in Carriglea Cairde Services, Dungarvan, Co. Waterford. Pauline is part of a group of artists from Carriglea who are involved in an integrated art project with transition year students from a local secondary school. Pauline also enjoys being a member of the local community development group which meets weekly for social interaction, friendship and environmental awareness projects.

1.6 CONSULTATION WITH MEMBER ORGANISATIONS

The Board of the National Federation of Voluntary Bodies is committed to identifying issues of particular concern to its member organisations and to consider how these concerns are best addressed.

Key Achievements in 2006:

- All member organisations were invited to identify issues of concern to them to inform the agenda for a consultative day.
- A major National Consultative Day, involving the participation of all member organisations of the National Federation of Voluntary Bodies was held in Athlone, Co. Westmeath, in October 2006.

SECTION 2**POLICY WORK & CAMPAIGNING**

The National Federation of Voluntary Bodies represents the substantial majority of voluntary service providers to people with intellectual disability. Accordingly, it is imperative that we maintain a strong policy development and influencing role on all matters affecting children and adults with intellectual disability. Working closely with our various Sub Committees, the National Federation of Voluntary Bodies develops policy positions on a wide range of topics relevant to our sector. We also contribute and respond to new policy initiatives developed by the Statutory Authority and represent our sector on an extensive range of advisory groups and national committees. We also contribute to the development of policy at the European level through our membership of the European Association of Service Providers for People with Disabilities (EASPD).

2.1 DEPARTMENT OF HEALTH & CHILDREN STRATEGIC REVIEW OF DISABILITY SERVICES

To ensure strong input into the Strategic Review, the National Federation of Voluntary Bodies was represented on all seventeen Specialist Study Groups. During 2006, our Secretariat was represented on two of the Working Groups:

- (a) Protecting Vulnerable Adults
- (b) Assessment, Early Intervention & Pre-School Services

Key Achievements in 2006:

- Maria Walls, Director of Research & Membership Services, continued to play a lead role in the review in her capacity as Chairperson of the Protecting Vulnerable Adults Working Group and on the Strategic Review Chairs Groups.
- The National Federation of Voluntary Bodies made a significant contribution into the preparation of National Guidelines in relation to enhancing the safety and protection of vulnerable people with disabilities.
- The National Federation of Voluntary Bodies prepared an outline of current recommendations from the Informing Families Project for inclusion in the final report of the Strategic Review of Disability Services.

2.2 LONG STAY RESIDENTIAL CHARGES REGULATIONS

During 2006, the National Federation of Voluntary Bodies continued to inform both the HSE and Department of Health & Children about the impact of the Regulations on services and supports for people with intellectual disabilities.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies carried out a survey of its membership to quantify the amount of income foregone by service providers following implementation of the Regulations. The findings were submitted to the HSE for attention.
- A delegation, representing the National Federation of Voluntary Bodies, met with the Minister for Health & Children to advise her of the anomalous and inequitable positions arising in the Intellectual Disability Sector arising from the Regulations.
- The National Federation of Voluntary Bodies liaised closely with the National Expert Group and arranged briefings by its Chairperson to our Board and General Assembly.

2.3 REPORT OF THE COMPTROLLER & AUDITOR GENERAL ON THE PROVISION OF DISABILITY SERVICES BY NON PROFIT ORGANISATIONS

In December 2005, the Comptroller & Auditor General reported on his examination of the provision of Disability Services by voluntary organisations on behalf of the State. The examination sought to establish:

- How the need for disability services is determined and responded to.
- The service framework within which the non profit organisations deliver these services.
- How services actually provided by the non profit sector are monitored and evaluated.
- The change management issues arising out of reforms and legislative change impacting on the sector.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies arranged a special Board Meeting to consider the contents of the report.
- Our Services Development Sub Committee carried out a SWOT Analysis of the report which formed the basis of an agenda for a meeting with the HSE's National Director for Primary, Community & Continuing Care and his Senior Management Team.
- Our Finance Sub Committee prepared a draft Code of Corporate Governance for consideration by member organisations.

2.4 PERFORMANCE VERIFICATION PROCESS

The Performance Verification Process requires that all organisations within the Health & Social Care Sectors who receive public funding, submit progress reports on the attainment of objectives set out in the Action Plan associated with the National Social Partnership Agreements. In the case of the Voluntary Intellectual Disability Sector, the National Federation of Voluntary Bodies was requested by Government to co-ordinate and prepare the sector report.

Assessment of verified progress is undertaken by the Performance Verification Group (PVG) in respect of the sector as a whole and the organisations and grades within the sector, following receipt of the

reports and an assessment on progress by the Secretary General of the Department of Health & Children.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies co-ordinated the completion of the PVG Template by all its member organisations.
- The National Federation of Voluntary Bodies prepared and submitted an overall sector report to the PVG encompassing the contents of the individual organisation reports submitted.
- The National Federation of Voluntary Bodies arranged one site visit for the PVG.
- The National Federation of Voluntary Bodies made a presentation to the PVG on progress made in the Intellectual Disability Sector.
- The report of the National Federation of Voluntary Bodies in respect of Phase VI was commended by the PVG and of the national pay award to all staff categories was sanctioned by the Department of Health & Children without qualification.

2.5 EDUCATION

The National Federation Education Sub-Committee is a long standing committee that seeks to promote the provision of education to people with intellectual disability. A central element of the recent Education for People with Special Education Needs Act, (EPSEN), July 2004, is the development of Individual Education Plans, which it is hoped will support parent's wishes in their choice of school for their child.

2.5.1 EDUCATION FOR PERSONS WITH SPECIAL EDUCATIONAL NEEDS (EPSEN) ACT

The Education for Persons with Special Educational Needs (EPSEN) Act is a very important piece of legislation putting in place a legislative framework for the provision of education to people with special needs. .

Key Achievements in 2006:

- The National Federation of Voluntary Bodies prepared and submitted a comprehensive report on the legislation to the National Council on Special Education.
- The National Federation of Voluntary Bodies' Education Sub Committee developed a detailed questionnaire for completion by member organisations who provide educational services and supports to people with intellectual disability.
- The survey quantified and clarified the role of the National Federation of Voluntary Bodies in the provision of education supports to people with intellectual disability.
- The National Federation of Voluntary Bodies highlighted significant areas of concern in the implementation of the EPSEN Act 2004 and Disability Act 2005.
- The National Federation of Voluntary Bodies proposed a prioritised approach to the implementation of the legislation, which articulated the vision of the National Federation of Voluntary Bodies in respect of the future education of people with intellectual disability.

- The Chairperson of the National Federation of Voluntary Bodies' Education Sub Committee, together with our Director of Research & Policy Development, presented on the findings to the Oireachtas Joint Committee on Education & Science on 23rd February, 2006.

2.5.2 NATIONAL COUNCIL FOR SPECIAL EDUCATION

Under the Education for Persons with Special Educational Needs Act 2004 (EPSEN Act) the National Council for Special Education was required to appoint a Consultative Forum with respect to the performance of its functions. In June 2006, NCSE approved the nomination of Helen Guinan, COPE Foundation to the Consultative Forum. Helen attended three meetings, two of which were consultative days, in relation to the "Implementation Report Planned for the Phased Implementation of the EPSEN Act 2004". This report was submitted to the Minister for Education & Science on 1st October 2006.

2.5.3 CENTRE FOR EARLY CHILDHOOD DEVELOPMENT & EDUCATION (CECDE)

Maria Walls, National Federation of Voluntary Bodies and Mary O'Connor, St. Michael's House represent the National Federation on the Consultative Committee of the CECDE. CECDE aims to develop and co-ordinate early childhood education in pursuance of the objectives of the White Paper 'Ready to Learn' and to advise the Department of Education and Science on policy issues in this area. The Centre's brief covers children from 0 to 6 years of age in a wide variety of settings, including families, nurseries, crèches, playgroups, child minders, preschools and the infant classes of primary schools.

2.5.4 EASPD STANDING COMMITTEE ON EDUCATION

Ongoing links are maintained with EASPD's Standing Committee on Education. Copies of EASPD's policy document "Towards Inclusion" were circulated to the Sub-Committee for consideration and details of their December 2006 seminar on the right to "Education for All" which examined the state of play of implementation of the Salamanca declaration, were circulated.

2.6 EARLY INTERVENTION WORKING GROUP

Member organisation responses to the early intervention section of the 2006 Education Survey highlighted that many organisations have embraced best practice models and service developments entering into meaningful partnerships with children and their families in recent years. Members also reported responding to the impact of the new legislation including the EPSEN Act 2004, Individual Education Plan process, the Disability Act 2005 assessment process etc. These raise significant

implications for the future design of early intervention services across all disability groups. Some regions have already experienced significant change in the interagency development of early services.

Accordingly, the Education Sub-Committee proposed the establishment of a **Working Group on Early Intervention Services** which would consider best practice models and services and make proposals to the Board of the National Federation of Voluntary Bodies for the best way forward in early intervention models of service. This Working Group commenced work in October 2006 and is chaired by Mr. Stephen Kealy, Director of Psychology, Sisters of Charity of Jesus & Mary.

The Group have considered a Health Services Executive discussion document entitled "Proposal for the Realignment of Developmental Services for Children with Special Needs" and the group is currently in the process of preparing an Interim Report on Early Services which is due to be brought before the Board of the National Federation of Voluntary Bodies in early 2007.

2.7 DISABILITY LEGISLATION CONSULTATION GROUP (DLCG)

The Disability Legislation Consultation Group (DLCG) is comprised of representative umbrella groups and organisations in the disability sector. It was established following a request in March 2002 by the Minister of State for Justice, Equality & Law Reform to facilitate meaningful dialogue at the national level with people with disabilities, their families, carers and service providers. The National Federation of Voluntary Bodies is represented on the DLCG by Ms. Winifred O'Hanrahan, National Director, Brothers of Charity Services; Mr. Wally Freyne, Director of Services, Daughters of Charity and Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies was represented on all Sub Committees established by the DLCG to monitor the six Government Departments' Sector Sectoral Plans.
- The National Federation of Voluntary Bodies made detailed submissions in respect of each of the Sectoral Plans.
- The National Federation of Voluntary Bodies established an Early Intervention Task Group who prepared and submitted a report in respect of the Assessment of Need element of the Disability Legislation.
- The National Federation of Voluntary Bodies made a detailed submission on the Comhairle (Amendment) Bill.

2.8 EUROPEAN ASSOCIATION OF SERVICE PROVIDERS FOR PEOPLE WITH DISABILITIES (EASPD)

EASPD is an umbrella organisation for service providers throughout Europe. It now represents over 8,000 service providers providing services to 35million people with disabilities in the 25 member states of the European Union. The main objective of EASPD is to promote the equalisation of opportunities for people with disabilities through effective high quality services. Its headquarters is located in Brussels, Belgium.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies participated as a partner in a range of EASPD sponsored projects, which promote development and research as a basis for innovation and improvement in services provision. Topics included Employment; Education and Deinstitutionalisation.
- The National Federation of Voluntary Bodies participated on a number of EASPD Working Groups and contributed to a wide range of EASPD policy submissions to the European Institutions on issues affecting service providers.
- In March 2006, Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies, was unanimously elected President of EASPD following an election involving member organisations of all 25 member states. He is the first Irishman to hold the office and will serve a two year term.
- The National Federation of Voluntary Bodies participated on EASPD's Working Group to consider implementation of the adapted Disability Action Plan of the Council of Europe.

2.9 HUMAN RESOURCES

The Human Resources Sub Committee is a key consultation forum within the National Federation of Voluntary Bodies through which members can debate and reach agreement on human resource related policy issues. The Committee is chaired by Ms. Maura Donovan, Chief Executive, Stewarts Hospital.

2.9.1 HSE – EMPLOYERS AGENCY

During 2006 the National Federation of Voluntary Bodies meet with the HSE – Employer's Agency on a bi-annual basis to ensure that member organisations are kept abreast of employment and industrial relations related developments in the health service. In 2006, the HSE – EA established an Employers National Advisory Committee. The National Federation is represented on the Committee by Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies; Ms. Maura Donovan, Chief Executive, Stewarts Hospital and Mr. John Pepper, Director of HR, Hospitaller Order of St. John of God.

Key Achievements in 2006:

- Bi-annual meetings took place with representatives of the HSE – Employers Agency which afforded human resource personnel within National Federation of Voluntary Bodies Member Organisations to meet with representatives of the HSE – Employer's Agency. In liaising with the HSE – Employers Agency the National Federation aims to ensure that member organisations are fully informed on human resource and industrial relations issues, new employment legislation and employment policies and procedures.
- An informative briefing session was held with the HSE – Employer's Agency in relation to the Protection of Employees (Fixed Term Work) Act 2003.
- Representatives of the National Federation of Voluntary Bodies continued to participate in a number of policy development groups established by the HSE – Employer's Agency:

- Review of the Job Evaluation Scheme;
- 'Dignity at Work Policy';
- Trust in Care – Policy for Health Service Employers on upholding the dignity and welfare of patients / clients and the procedure for managing allegations of abuse amongst staff members; &
- Working Group on the Management of Violence and Aggression in the Workplace.

2.9.2 NATIONAL JOINT COUNCIL

The National Federation of Voluntary Bodies continued to be represented on the National Joint Council by Mr. Nessian Rickard, Human Resources Manager, St. Michael's House in 2006¹. The NJC is the primary forum for the management of industrial relations in the health service. Its purpose is to oversee the conduct of good industrial relations in the employments covered and to decide an efficient method to deal with any matter arising, with the objective of ensuring the best possible co-operation between employers and eligible trade unions for the better delivery of a modern health service. It has a central role in promoting the most effective conduct of relations between staff, their trade unions and employers. This entails ongoing evaluation of the operation of industrial relations procedures and structures with a view to ensuring best practice.

2.9.3 RECRUITMENT ADVERTISING

A Recruitment Advertising Working Group was established in 2006 to consider recruitment matters of interest to National Federation of Voluntary Bodies member organisations. The Group concentrated on conducting a survey with member organisations regarding recruitment advertising and identified areas for further development.

Key Achievements in 2006:

- National Federation of Voluntary Bodies Member Organisations continued to advertise with Independent News & Media and in so doing further the development of a brand image for organisations in the intellectual disability sector when recruiting new staff and avail of significant reductions in advertising costs.
- Members of the Recruitment Advertising Working Group met with representatives of Independent News & Media to discuss and provide feedback on existing advertising arrangements.

2.9.4 GARDA VETTING

A Working Group was established under the remit of the Human Resources Sub Committee to deal with the issue of garda vetting for staff and volunteers within the Intellectual Disability Sector. A priority

¹ Mr. Nessian Rickard was replaced as the National Federation of Voluntary Bodies representative on the National Joint Council in late 2006 by Ms. Maura Donovan, Stewarts Hospital.

for National Federation members was to ensure that garda clearance was secured for all staff and volunteers working within services.

Key Achievements in 2006:

- Members of the Working Group met with personnel from the Garda Vetting Unit to review the arrangements in relation to vetting and to ensure that the issues of concern to members were brought to the attention of the Vetting Unit.

2.9.5 THERAPIST RECRUITMENT PROJECT

During 2006 a National Therapist Recruitment Project was established within the HSE focusing on the recruitment of Physiotherapists, Occupational Therapists and Speech & Language Therapists. Organisations within the Intellectual Disability Sector were invited to become involved in this initiative which was specifically targeted at those organisations that had vacancies which they had difficulty in filling.

Key Achievements in 2006:

- A brief survey was undertaken with National Federation member organisations seeking details of the number of vacancies for particular therapy grades within their service – Physiotherapists, Occupational Therapists and Speech & Language Therapists.
- Four agencies participated in the national recruitment phase of the project which sought to link therapy graduates to organisations which had vacancies.
- The international recruitment phase of the project which commenced in late 2006 will focus on supplementing the domestic pool of therapists through recruitment from abroad.

2.9.6 HEALTH & SOCIAL CARE PROFESSIONALS ACT 2005

The Health & Social Care Professionals Act, 2005 provides for the establishment of a system of statutory registration for certain health & social care professionals. The Act aims to ensure that members of the public are guided, protected and informed, so that they can be confident that health and social care professionals providing services are properly qualified and competent to practice. There are 12 Health and Social Care Professionals included under the Act.

During 2006 a Working Group was established by Mr. Seamus Mannion, National Care Group Manager, Children, Youth and Family Services, HSE to consider the report of the Joint Committee on Social Care Professionals. The specific brief of the group was to: *assist in the development of a set of core competencies for social care workers that could assist the incoming (Social Care Workers) Registration Board in assessing the professional competence of Social Care Workers who have not got a professional qualification.*

Key Achievements in 2006:

- The National Federation of Voluntary Bodies is represented on this Working Group by Mr. Francis Coughlan, SOS Kilkenny, Ms. Geraldine Boland, St. Michael's House and Ms. Jillian Sexton, National Federation of Voluntary Bodies.

- A submission was made to the Working Group on behalf of National Federation of Voluntary Bodies Member Organisations outlining the core competencies required by Social Care Workers in the intellectual disability sector. This submission was based on the outcomes of a series of focus groups that were run with Service Users, Social Care Workers and Social Care Leaders.
- The National Federation of Voluntary Bodies was invited by the Department of Health & Children to nominate representatives onto the Health & Social Care Professionals Council which is due to be established in early 2007.

2.10 MENTAL HEALTH ACT 2001

The Mental Health Commission is working towards implementation of the Mental Health Act in November 2006. In this regard, it established a National Implementation Group "to plan and co-ordinate the implementation of the Mental Health Act" and directed by the Mental Health Commission. The National Federation of Voluntary Bodies is represented on the Group by Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies and Dr. Mary Staines, Clinical Director, Stewarts Hospital, Dublin.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies established a cross Sectoral working group on mental Health Services for People with Intellectual Disability.
- The Working Group engaged with the Mental Health Commission on all aspects of the Legislation relevant to the Intellectual Disability Sector.
- The Working Group acted as an Organisation Committee for a major Symposium on the topic "Meeting the Mental Health Needs of People with Intellectual Disability". The Symposium which was attended by over 300 delegates and was an outstanding success focused on core principles and good practice in supporting people with intellectual disability who have mental health difficulties.

2.11 PERSON CENTRED MEDICATION MANAGEMENT

During 2006, the National Federation of Voluntary Bodies continued its work on the development of policy guidelines in the area of medication administration. In response to the outcome of a survey of our member organisations, the National Federation's Working Group carried out an examination of how best to support practice in this area having regard to best practice, both in Ireland and internationally.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies developed a work plan for the completion of the Project.
- The National Federation of Voluntary Bodies liaised with a range of professional representative organisations including An Bord Altranais; The National Council for the Professional Development of Nursing & Midwifery; Centre for Disability Studies, UCD and the Department of Health & Children.

SECTION 3**IMPROVING SERVICE, QUALITY & PARTNERSHIP**

The National Federation of Voluntary Bodies is committed to the promotion within its membership of the development of high quality person centred services and supports. Our key aim is to ensure that through partnership working people with intellectual disability can access services that are designed in a person centred way and thereby organised around what is important to the customer from his / her perspective in a continuum of social inclusion, which supports the individual in moving from dependence to independence and ultimately, to interdependence within his / her own community.

3.1 FRAMEWORK FOR PERSON CENTRED SERVICES & SUPPORTS – FROM THEORY TO PRACTICE

In recognition of the need for a co-ordinated approach to the development of person centred services and supports to people with disabilities, the National Federation of Voluntary Bodies took the lead role in a collaboration between itself, Disability Federation of Ireland and the Not for Profit Business Association in the development of a framework for the development of person centred services and supports.

Key Achievements in 2006:

- A clear, understandable and shared vision across the broad voluntary sector was developed.
- Develop a ground breaking charter for person centred services which sets out what people can expect from a person centred service provider, together with the key values and principles which underlie this approach to service delivery.
- Achieve a voluntary sign up to the vision and charter by the member organisations of the 3 main umbrella groups within the voluntary disability sector.
- Develop a framework for person centred services which provides an evidence base, good-practice models, resource materials, new tools and supports which service providers can use in developing innovative and flexible person centred services or in enhancing existing services.
- Pilot and evaluate critical elements of the framework in a variety of disability agencies with the evaluation focusing on assessing its effectiveness in terms of delivering quality, cost effective services to people with disabilities, i.e. services which make a difference to a person's quality of life and which make good use of available resources.

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3.2 A SHARED SERVICE APPROACH TO SERVICE DELIVERY

In late 2005, the Board of the National Federation of Voluntary Bodies approved the establishment of a feasibility study into a shared services initiative in the provision of intellectual disability services in the South East of the country initially.

Key Achievements in 2006:

- During 2006, a Consultant was engaged to establish the extent of service provision in the South East, including description of services, population served and resources applied.
- A cross section of agencies was consulted to determine what currently happens and what possibilities exist.
- An examination of other shared services models was carried out to determine if possibilities exist to replicate existing working models.
- A report was prepared for consideration by the members of the South Eastern Area Federation Committee.

3.3 CORE FUNDING DEFICITS / VALUE FOR MONEY CUTS

The National Federation of Voluntary Bodies Services Development Sub Committee is charged with identifying the extent of core funding deficits and value for money cutbacks within our membership, as well as identifying waiting lists for services and devising strategies and campaigns to bring these issues to the attention of Government and the Health Services Executive.

Key Achievements in 2006:

- A questionnaire issued to all member organisations to quantify the extent of funding deficits up to 31st December, 2005, together with the amount of value for money cutbacks notified to member organisations in 2006.
- An assessment on the likely impact of the funding deficits on existing service levels during 2006 was carried out and communicated to the HSE.
- An amount of €10million was allocated in Budget 2006 to commence the process of addressing the outstanding deficits.

3.4 VOCATIONAL TRAINING & EMPLOYMENT

The National Federation of Voluntary Bodies' Vocational Training & Employment Sub Committee addresses current and future issues in relation to the vocational training & employment of people with intellectual disability.

In 2006, the Sub Committee met on 5 occasions to discuss and review ongoing Irish and International vocational training & employment issues and strong links were maintained with European Association of Service Providers for People with Disabilities' (EASPD) Standing Committee on Employment.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies participated as a full partner in the EU funded "Conversion" Project. The Project, which is led by EASPD, developed and tested a comprehensive training programme for staff involved in the transition of people with intellectual disability from sheltered occupational environments to inclusive employment services.

- The National Federation of Voluntary Bodies developed and piloted the training materials, which included accredited models in two of its member organisations Western Care Association & KARE.

3.5 ENGAGEMENT WITH HSE

The National Federation of Voluntary Bodies is committed to working in partnership with the HSE in the implementation of the Government's National Disability Strategy.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies met with HSE Corporate to establish a forum through which issues of mutual interest and concern can be addressed.
- Arising from these talks, arrangements were put in place in 2006 to establish a joint HSE / National Federation of Voluntary Bodies forum, involving senior management from both sides, to develop and progress action on relevant issues.

3.6 HARMON / WOLFE & SALE / ORESHNICK STAFFING EVALUATIONS

The National Federation of Voluntary Bodies is committed to achieving full implementation of the recommendation of the Harmon / Wolfe & Sale / Oreshnick evaluations in our sector.

Key Achievements in 2006:

- A survey to establish the quantum of unfilled posts which were recommended by the reports was conducted within our membership.
- The findings of the survey were brought to the attention of the Department of Health & Children, the HSE and the National Joint Council.

3.7 HEALTH SERVICES NATIONAL PARTNERSHIP FORUM

The Health Services National Partnership Forum has evolved and developed through successive social partnership agreements commencing with the Partnership 2000 agreement. It comprises health service management, including Voluntary Hospitals and the Intellectual Disability Sector, and National Trade Union leaders.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies was represented on the Health Services National Partnership Forum and ensured that there is a full understanding at the national level of the specific issues arising in the context of workplace partnership in the Intellectual Disability Sector.
- The National Federation of Voluntary Bodies took the lead role in meeting the various requirements set out in the national agreements such as performance verification and change related to the modernisation agenda in the Intellectual Disability Sector.

- Establishment of one additional Partnership Committee in a member organisation. Partnership committees have now been established in 7 member organisations.
- The National Federation of Voluntary Bodies took a central role in the Forum's "Evaluating Workplace Partnership" project. The project involves the pilot measurement of workplace partnerships using a range of criteria, including the declared interests of stakeholders across seven sites in Ireland, including one intellectual disability service and benchmarking these with similar agencies in Northern Ireland and North America.
- Funding was allocated by the Health Services National Partnership Forum to the National Federation of Voluntary Bodies in order to pilot the findings of the "Informing Families" Project in the Cork area during 2007 & 2008.

3.8 INCLUSION IRELAND

The National Federation of Voluntary Bodies is committed to maintaining and strengthening links with Inclusion Ireland, which is the main national service users representative group of people with intellectual disability and their families and friends.

Key Achievements in 2006:

- Two meeting between the National Federation of Voluntary Bodies and Inclusion Ireland were arranged during 2006 to discuss issues of mutual concern as follows:
 - Services development funding 2006;
 - Long stay residential charges;
 - Transfers from inappropriate settings;
 - Standards in disability services.

3.9 COMMUNITY PARTICIPATION & INCLUSION

In April 2005, the National Federation set up the Community Participation & Inclusion Sub Committee to explore, identify and develop strategies for promoting inclusive communities and increase the participation of people with intellectual disabilities within their communities. The Sub Committee includes both representatives of people with intellectual disability and staff of member organisations.

Key Achievements in 2006:

- Discussions took place during 2006 on identifying the barriers, incentives and solutions to community participation and inclusion and in order to widen its understanding, Sub Committee members reviewed relevant national and international documents and information sources in this area.
- In support of this objective, a Consultative Workshop was organised, with people with intellectual disability, to explore their interpretation and meaning of the words community, participation and inclusion. This event took place on 26th June 2006 in Athlone. On the day each member of the Sub Committee was accompanied by two representatives of the people who avail of their services. Each person had a different type of life experience, such as residential, community or living with

family and gave his /her own opinions and ideas. Their participation, and the sharing of their experiences, made the Consultation Day a very powerful and positive experience.

- A number of common themes emerged during this event and the final document from this Consultative Workshop is currently being finalised and will be submitted, together with a number of recommendations, to the Board of the National Federation early in 2007 for their consideration.
- The Sub Committee were regularly updated with news events, funding opportunities, training and reports that relate to community participation and inclusion.
- Links were developed with Pobal and Mr. John Phelan, Team Leader with Enhancing Disability Services (EDS) Project made a presentation to the Sub Committee in November 2006 on the role of Pobal and how organisations providing services to people with intellectual disability could access EDS funding.
- The Sub Committee reviewed the following documents in 2006:
 - Joint report on Social Protection and Social Inclusion 2005
 - Community Connecting – Rights Based Magazine – Information Sheet
 - Community Living Document – European Disability Forum
 - Harassment and discrimination faced by people with psychosocial disability in health services: A European Survey
 - Charter of Human Rights 2005 – developed by the National Advocacy Council Brothers of Charity Services

3.10 VOLUNTEERING

Set up in July 2005, one of the underlying aims of the National Federation Volunteering Sub Committee is to establish and collate reliable data on volunteering within the member organisations. This will enable the National Federation to plan and prioritise responses to the volunteering needs identified by member organisations, whilst informing the Board of Directors on priority issues, key challenges and recommendations in respect of volunteering at a local and national level.

Key Achievements in 2006

- Responses to the Volunteering Survey, which was issued to member organisations in late 2005, were received in 2006. Over 80% of organisations responded to the survey with 62% of these indicating that they have volunteers in their organisation. The estimated total number of volunteers from these organisations is 3,000+ and their main roles are Members of Boards of Management, Fundraisers, Befrienders/Buddies and Support Workers.
- Responses have been inputted into the appropriate database and analysis of the quantitative data is complete. The qualitative data is currently being analysed and will be completed early in 2007.
- Links were formed with Best Buddies and Mr. Ken Kavanagh from Best Buddies made a presentation at a Sub Committee meeting in June 2006. Best Buddies are dedicated to enhancing the lives of people with intellectual disabilities by providing opportunities for one-to-one friendships and integrated employment.
- Links were developed with Special Olympics Ireland and Mr. Peter O'Brien accepted an invitation to make a presentation to the Sub Committee in December 2006 about the role of their organisation and linking further with National Federation member organisations
- The sub-committee also developed links with Volunteering Ireland and Volunteer Centres Ireland and these will be enhanced in 2007

- Ongoing connections were maintained with the Human Resources Sub Committee in relation to the issues of Garda vetting and volunteers, and the advertising of volunteering programmes/schemes within Member Organisations recruitment section of Independent Newspapers.
- The Sub Committee are continuously updated on news articles, funding opportunities, training events and research publications on volunteering at local, national and international levels.
- The following publications and research articles were reviewed in 2006:
 - Volunteering across the NHS Report – Volunteering England Publication
 - Volunteer Centres Ireland - Information Folder
 - Manifesto for Volunteering in Europe – European Volunteer Centre 2006
 - Supporting Volunteering 'Building Stronger Communities' – Green Party Policy Document – April 2006
 - Best Buddies – Information Folder
 - Charter of Human Rights 2005 – National Advocacy Council, BOC Services
 - Can Do Volunteering – A guide to involving young disabled people in volunteering 2006
 - A report on the changing face of volunteering in the 21st century

Research Articles:

- Individuals fail to capitalize on the benefits of volunteering.
- Have we regulated volunteer management beyond recognition?
- Standards for corporate volunteering programmes released.
- Getting a grip – Risk, risk management and volunteering – A review of the literature

3.11 NATIONAL FEDERATION OF VOLUNTARY BODIES PENSION SCHEME

The National Federation of Voluntary Bodies Pension Scheme was established in 1996 to provide retirement and life assurance benefits for its members. As at 31st December, 2006, there are 2003 members from 23 different member organisation of the National Federation of Voluntary Bodies availing of the Scheme and the value of the fund under management at this time was €50,035,935.

During 2006, the major focus for the Pension Scheme Trustees was the establishment of a new salary protection scheme and the resolution of outstanding matters with our insurer Irish Life.

Key Achievements in 2006:

- Following extensive work done by the National Federation of Voluntary Bodies with Cornmarket a new salary protection scheme was established which is self funded.
- Employers contribution to each individual employee's pension account increased by 0.9%.
- Ongoing liaison took place with New Ireland Assurance regarding the effective administration of the pension scheme.
- The Pension Scheme Trustees met at regular intervals throughout 2006 to ensure proper administration and oversee resolution of all outstanding issues with our insurers.
- Two workshops were arranged for Pension Scheme Administrators employed by member organisations to keep them fully informed on all aspects of the Scheme, including administration, fund performance, members benefits etc.

SECTION 4

TRAINING, LEARNING & EDUCATION

In a time of constant change, the need for a comprehensive and strategic approach to the development of training, learning and education initiatives is self evident. The initiatives which we are developing in this context are set within the overall framework of the Action Plan for People Management. The Secretariat works closely with the National Federation's Training & Development Sub Committee to identify and plan appropriate responses to the education, training, development and learning needs of member organisations and acts as a network to share information and resources regarding staff training and associated human resource related matter.

4.1 TRAINING & DEVELOPMENT

The Training & Development Sub Committee met on a quarterly basis in 2006 under the stewardship of Mr. Brendan Broderick. The following are some of the highlights from the programme of activities that was undertaken through the Sub Committee:

4.1.1 MANAGING FOR THE FUTURE: BUILDING YOUR SKILLS AS A FRONT LINE MANAGER IN A PERSON CENTRED ENVIRONMENT

Following extensive consultation with National Federation Member Organisations in relation to the content of the training programme for front line managers the programme materials were finalized in 2006. Key objectives for the programme are to enhance learners understanding of their role as a front line manager, to develop the specific skills required by front line managers and to build their confidence in their role. A central theme running through the materials developed is the provision of person centred quality services to service users. The National Federation of Voluntary Bodies sees this development as being central in building the capacity of Front Line Managers to lead the development and implementation of word class person centred services and supports to people with intellectual disability.

Key Achievements in 2006:

- The Steering Committee that was established to oversee this work continued to meet throughout 2006. Members of the Committee worked successfully with The Performance Partnership and the Kemmy Business School, University of Limerick, to complete the training programme materials, which were finalised in 2006. The materials sought to specifically reflect a person centred approach to service delivery and through the case-studies and exercises that were presented to reflect the particular environment in which front line managers within the intellectual disability sector work.

- The launch of front line managers training programme, '*Managing for the Future: Building your Skills as a Front Line Manager in a Person Centred Environment*' took place on October 3rd 2006 in the Radisson Hotel Athlone. The Programme materials were launched by Mr. Jim Fleming, Assistant National Director of Human Resources – Performance and Development, HSE.
- One of the key issues highlighted by member organisations in the consultation that was undertaken regarding the Front Line Managers Training Programme was the need for **accreditation** for those who successfully complete the programme. Consequently in developing the programme the National Federation of Voluntary Bodies sought to ensure that there would be an appropriate level of accreditation in place. The involvement of the Kemmy Business School, University of Limerick, in the development of the programme materials has resulted in the programme being accredited as a Certificate in Management [Health or Learning Disability], Level 6, National Framework of Qualifications.
- The Pilot of the '*Managing for the Future: Building your Skills as a Front Line Manager in a Person Centred Environment*' programme will take place in early 2007.

4.1.2 MANAGING PEOPLE – MANAGEMENT DEVELOPMENT PROGRAMME

In 2006 the National Federation of Voluntary Bodies organised a series of 3-day management development programmes that sought to enhance managers' understanding of competency frameworks and in particular to develop their competencies in the area of 'Managing People'. The programmes drew on the competency frameworks developed by the HSE Health Management (previously the Office for Health Management) and in particular focused on skills training in the following 'Managing People' competencies - Supporting Personal Development, Creating Team Spirit, Being the communication channel, Managing Individual Performance and Influencing people & events. The Programmes were delivered by the Open Training College and were grounded in the principles and practice of person centred planning. The 'Managing People – Management Development Programme' were targeted at Health & Social Care Professionals and Clerical / Administrative Managers - Grades IV to Senior Managers.

Key Achievements in 2006:

- Over 125 managers, from front line to senior management, participated in the 6 programmes which were delivered by the Open Training College. The programme evaluations that were completed were very complimentary of the training and the level of interest in the programmes highlighted the appetite that exists amongst managers to develop their skills in this area.

4.1.3 SKILL PROJECT

The aim of the SKILL Project is to provide education, training and development opportunities to approximately 28,500 support service staff and managers within the health service. The first phase of the SKILL Project was rolled out in 2006 with a total of 435 places being allocated to the Intellectual Disability Sector for staff within the Support Service grades and 20 places allocated to Support Service Managers. The National Federation of Voluntary Bodies is represented on the SKILL Project Management Team by Mr. Brendan Broderick, Sisters of Charity of Jesus & Mary.

Key Achievements in 2006:

- **Quota Allocation to the Intellectual Disability Sector:** The quota that was allocated to the intellectual disability sector was successfully distributed across National Federation of Voluntary Bodies member organisations with a very health take-up amongst staff members. On successful completion of the training, Support Service Staff will receive FETAC Level 5 accreditation while Support Service Managers will receive a FETAC Level 6 award. Learners who commenced their training in 2006 will complete their modules in 2007.
- **John F. Kennedy Jr. Fellowship Awards:** This awards initiative is a scholarship programme created by John F. Kennedy Jr in 1989 in conjunction with the City University of New York. It supports the higher education and career progression of staff in the Intellectual Disability Sector. In 2006 John F. Kennedy Jr. Fellowship Awards were made available through the SKILL Project to five staff members in intellectual disability organisations. Working through the Partnership Committees in the relevant organisations, the following persons were awarded the Fellowships for 2006 – 2008:
 - *Mr. Donal Campbell, Brothers of Charity Services – South East*
 - *Ms. Chrissie Mulrya, Ability West;*
 - *Mr. Brian Morrissey, Sisters of Charity of Jesus & Mary*
 - *Ms. Rosemary Nolan, Stewarts Hospital*
 - *Ms. Bernadette Frain, Western Care Association*

The awards were presented by Ms. Mary Harney, TD, Tánaiste and Minister for Health & Children at the SKILL National Conference which was held on September 27th 2006 in the RDS.
- **SKILL Project Evaluation:** Pearn Kandola, a firm of Occupational Psychologists, has been appointed as evaluators of the SKILL Project and they commenced evaluating the pilot phase of the SKILL Project in 2006. A series of meetings were held with the various stakeholders involved to determine how well the modules that were piloted map onto the competencies that were identified for Support Service Staff and to evaluate the training delivered, materials developed and learning outcomes for participants. The National Federation of Voluntary Bodies will continue to feed into the evaluation process to ensure that the needs and views of learners within the Intellectual Disability Sector are included.

4.2 NATIONAL JOINT COMMITTEE ON SOCIAL PROFESSIONALS

The National Federation of Voluntary Bodies contributes to the work of the Forum which was established to consider the report of the National Joint Committee on Social Care Professionals and to agree a set of key competencies, skills and knowledge required by practitioners having regard to the standards set out by the Joint Committee, the Health Service Management Competency Framework and the views of stakeholders.

Key Achievements in 2006:

- The National Federation of Voluntary Bodies was represented on the Forum by Ms. Jillian Sexton, HR Training & Development Co-ordinator, National Federation Secretariat and Mr. Francis Coughlan, Chief Executive, SOS Kilkenny.
- The National Federation of Voluntary Bodies made a submission on the contents of the report.
- Member organisations were consulted with and informed about the work of the Forum.

SECTION 5

RESEARCH & DEVELOPMENT

The National Federation of Voluntary Bodies aims to be at the leading edge in the promotion and development of best practice in services to children and adults with intellectual disability. We recognise that appropriate high quality research is a necessary pre-requisite to ensuring best practice in services development and delivery and in policy formulation

5.1 RESEARCH

The Research Sub-Committee, chaired by Dr. Bob McCormack, St Michael's House, has been extremely active, responding to a wide variety of issues on research on behalf of National Federation Members. Its establishment was born out of a recognition that now more than ever there was a need for strong evidence based research in terms of cultivating best practice in services development. Research has a key role to play in supporting the rights of people with intellectual disability to full and active lives by creating reflective practice to service provision and to wider needs.

Key achievements in 2006:

- The committee has continued to take an active role in disseminating research materials, events, papers, funding opportunities and training schemes to the Research Sub-Committee Members undertaken by the National Federation, Member Organisations and other external individual or groups.
- An '**Evidenced Based Practice**' workshop for sub-committee members took place on 8th February 2006. Three speakers, Rita Joyce, Mary Connor & Angie Barry, all of whom are Nurse Tutors made a very interesting presentation on 'Making Evidenced Based Practice a Reality'.
- The Research Sub-Committee held a one-day Seminar in '**Inclusive Research**' on 22nd May 2006 in Stewarts Hospital and invited a team of researchers from the Norah Fry Centre, Dr Valerie Williams and Ms Kerrie Williams, who described some of their research projects, and what they had learned on good strategies for inclusion. Ms Mary Kealy and Mr Joe McGrath from the Brothers of Charity Services in Clare described their partnership approach in research and developing customer-led services, while Mr Liam Quinn of SOS Kilkenny described a number of inclusive research initiatives which they employed in developing their services. Dr Kelly Johnson from the NIID in Trinity College offered to support services using inclusive research methods; she is particularly interested in developing training materials for service users to enable them develop their participation skills. The sub-committee received very positive feedback from the workshop participants.
- A research database & research publication section has been developed on the National Federation website.
- '*Guidelines for Researchers when Interviewing People with Intellectual Disability*', which was originally published by sub-committee in July 2005 have been reprinted.
- Research Fact Sheets which will form the starting point for Member Organisations undertaking research are currently being developed. These will capture the essential issues and recommend

other reference materials for more detailed information. These will also be published in accessible format.

- Links were formed with 'Frontline Magazine' and it has been agreed that two pages will be set-aside in each issue for the National Federation Research Sub-Committee for this purpose, following the increase of subscriptions from Member Organisations.
- The committee provides an opportunity for member organisations to share their experiences on research ideas and issues.
- The Committee has also reviewed a wide range of relevant publications from the perspective of their application to people with intellectual disability and provides feedback to the Sub-Committee and wider groups, where appropriate, on such matters.
- Research material was also reviewed, collated and forwarded to the National Federation's Mental Health Service Working Group for their National Symposium held in October 2006.

5.2 NATIONAL BEST PRACTICE GUIDELINES FOR INFORMING FAMILIES OF THEIR CHILD'S DISABILITY

Introduction:

To mark the European Year of People with Disabilities 2003, the National Federation of Voluntary Bodies, supported by the Health Services National Partnership Forum (HSNPF) proposed a project to develop national best practice guidelines for informing families of their child's disability. The project was initiated in response to feedback from many parents to National Federation member organisations, that the news of their child's disability had been conveyed insensitively, or in inappropriate environments; and that their experience of being told the news had caused additional distress at the time of disclosure. Similarly, feedback from professionals delivering the news indicated that they felt there was an absence of training and clear guidance available to support those undertaking the sensitive and challenging task of giving the family the news that their child has a disability. The project began in April of 2004 with the employment of a project co-ordinator.

The work of the national *Informing Families Project* is directed by a Steering Committee chaired by Dr. John Hillery, President of the Medical Council of Ireland, and Consultant Psychiatrist with intellectual disability service providers Stewart's Hospital and St. Raphael's, St. John of God's Services. The Committee has representation from key groupings such as parents of children with disabilities, the Health Services National Partnership Forum (HSNPF), the Department of Health and Children, the HSE, the National Federation of Voluntary Bodies, and from professional bodies and unions of the disciplines involved in informing families.

Objective:

The aim of the Informing Families Project is to develop evidence-based National Best Practice Guidelines, education, and training on appropriate procedures to inform families of details of their child's disability at the first stage of communication of a diagnosis or concern. The fundamental goals of implementation of the guidelines are:

- Enhanced communication, information and support for families being told of their child's disability
- Increased support, guidance, education and training for professionals delivering the news.

Key Achievements in 2006:

- **Focus Groups with Professional Disciplines:** Following on from the literature review and the focus groups with parents that took place in 2005, a key deliverable was align the recommendations and experiences detailed in the parent focus groups which took place in 2005 with the recommendations and experiences of those who deliver the news of disability to families. In order to develop a strategy for best practice that encompasses and addresses the needs from both of these perspectives, fifteen focus groups were then undertaken with professional disciplines who provide the news to families, or who support them immediately thereafter. During 2006 the Project Co-ordinator, together with two facilitators from the Health Services National Partnership Forum; Tess O'Donovan and Marie O'Haire; co-facilitated each of these professional focus groups. The details of the disciplines that took part in the professional focus groups are outlined below:

Discipline	Organising Partner
Consultant Paediatricians	Irish Hospital Consultants Organisation
Trainee Paediatricians	Faculty of Paediatrics, Royal College of Physicians
Consultant Obstetricians/Gynaecologists	Irish Hospital Consultants Organisation
Trainee Obstetrician/Gynaecologists	Institute of Obstetrics and Gynaecology, Royal College of Physicians
Consultant Psychiatrists	Irish Faculty of Child Psychiatry
GP's	Irish College of General Practitioners
Paediatric Nurses	An Bord Altranais
Neonatal Nurses	Irish Nurses Organisation
Midwives	Irish Nurses Organisation
Public Health Nurses	Organised through Directors of Public Health Nursing
Social Workers	National Social Work Qualifications Board
Speech and Language Therapists	Irish Association of Speech and Language Therapists
Sonographers	Organised through Directors of Nursing and Midwifery
Psychologists	Psychological Society of Ireland
Multidisciplinary Focus Group	Registered Nurses Intellectual Disability (RNID), Occupational Therapists, Physiotherapists, Home Teachers, Dieticians

The focus groups provided a rich source of qualitative data, giving a picture of current practice in how the news of disability is given to families; the settings in which this occurs and the disciplines involved; as well as detailing the concerns and needs of those who provide the diagnosis and their recommendations for future best practice. When taken together with the findings of the parent focus groups, this qualitative data points to the areas which require changes in practice in order to bring about improved outcomes.

- **National Questionnaire Survey of Parents:** In order to effect improvements in national practice the Informing Families Steering Committee agreed that it was necessary to have statistical evidence validating the information from the above qualitative sources of data, confirming the current context, and endorsing recommendations for moving forward. This quantitative data will be of importance in communicating to key personnel the need for changes and implementation of the guidelines. It was decided that this would be best achieved by a national survey of a random sample of parents of children with disabilities, and of professionals involved in informing families, exploring the qualitative hypotheses raised by the focus groups.

During the latter half of 2005 and early 2006 a Questionnaire Survey instrument was developed, using sources from the Literature Review, updated for the Irish context and approved by the Informing Families Steering Committee. The Questionnaire consisted of questions about how the news had been given to parents, with details of their experiences of the disclosure, and contained a suggested set of best practice guidelines for validation. The Questionnaire provided the opportunity for each element of best practice to be rated in terms of importance by the parents. The final Questionnaire and its dissemination methodology was then submitted and received full ethical approval from the St. Michael's House Research Ethics Committee, and St. John of God Provincial Ethics Committee. The Questionnaire was piloted and then disseminated to a random sample of 584 parents, using a sampling frame drawn from the National Intellectual Disability Database, and with the help of service providers across the intellectual, physical and sensory disability sectors.

- **National Questionnaire Survey of Professionals:** Using the responses to the Parent Questionnaire, it was possible to identify the range of professional disciplines that had been involved in disclosing the news of disability, or supporting parents thereafter. The range of professionals was found to be extremely wide, including twenty six separate disciplines crossing hospital, disability, and community settings. The aim of the Professional Questionnaire was to mirror the questions in the Parent Questionnaire, to gather data on how professionals experience the disclosure process; to corroborate the findings of the Professional Focus Groups; to validate the suggested elements of best practice as per the Parent Questionnaire, and to gather data on the training and support needs of professionals in this area.

The postal Questionnaire was disseminated to 1600 professionals starting in autumn of 2006. The postal Questionnaire was sent to a random sample from each discipline; the sampling frame depending on the available sources of access to names and addresses for each discipline. Using data from the Parent Questionnaire, the number of professionals in each discipline was finalised at either 50 Questionnaires or 120 Questionnaires, depending on the frequency of mention by parents. 70% of Questionnaires were disseminated in 2006 with the remainder planned for early 2007.

- **Pilot implementation of Informing Families Best Practice Guidelines – Cork Region:** The Informing Families Best Practice Guidelines developed through the process above will be informed by comprehensive consultation and research, to ensure that they are evidence-based, and applicable within the current Irish context in which families are told the news of their child's disability. However, international experience indicates that if the Best Practice Guidelines are published and circulated *without* the back-up of a clear implementation strategy, the recommendations will remain just that, and the needs identified clearly through the research, and in policy documents such as 'Needs and Abilities' (1990) and 'A Strategy for Equality' (1996) over the past sixteen years will remain unaddressed.

With this in mind, the Informing Families Project made a proposal in May 2006 to implement the Guidelines on a pilot basis over a two year period in the Cork Region, with the aim of gathering learning points for national roll-out beginning in 2008. This proposal received full approval and funding support from the Health Services National Partnership Forum to proceed. During the remainder of 2006, the Informing Families Implementation Project began its networking and pre-implementation planning phase. One of the key planning objectives has been to secure endorsement from the HSE at national and regional level, and at local management levels, to ensure that the frontline implementation of best practice guidelines has the requisite support. This work is ongoing, and to date has had considerable success, with support secured at local, regional and national level; across hospital, community, and disability service settings.

- **Collaboration with the Hospice Friendly Hospitals Programme:** In 2005 and 2006 the *Informing Families Project* and the *Hospice Friendly Hospitals Programme*, (under the Irish Hospice Foundation), worked on a number of collaborative initiatives to address areas of common concern; such the need for sustainable communications skills training provision for professionals involved in breaking difficult news, and the need for improvements in the physical environments in which staff members communicate with families.

A successful joint submission from the two projects was made to the SKILL Project being run by the HSE to provide training for support staff and supervisory staff working in the health service. The submission provided for a pilot training course for support staff in the communications skills required when encountering families, service users and patients who have been given distressing or life-altering news. The "*Communicating in life-changing and difficult circumstances*" training programme began in late 2005 and concluded in 2006. Its aim was to provide support and acknowledgement of the vital role played by support staff in helping families who have received difficult news.

Further to the aim of an integrated approach to communications skills training, the *Hospice Friendly Hospitals Programme* and the *Informing Families Project* organised a joint seminar in Dublin, in April 2006. The aim of the seminar was to present to a selected audience of key decision makers and service providers, the evidence gathered through research on both projects, in order to encourage the nationwide implementation of communications skill training for staff, in particular with regards to communicating with families, service users and patients who have received distressing news.

5.3 REVIEW OF CHILDRENS FIRST

A review of National Guidelines for the Protection and Welfare of Children was announced by the Minister for Children. This long awaited review was welcomed by the National Federation of Voluntary Bodies and we committed ourselves to our constructive participation in the review.

Key Achievements in 2006:

- Particular concerns relating to children with disabilities were raised with Childrens First Implementation Officers to be further considered in the context of the review.
- A survey questionnaire obtaining members views was issued to all member organisations.
- The survey findings were analysed and collated and formed the basis of a submission by the National Federation of Voluntary Bodies to the office of the Minister for Children.

APPENDIX 1: NATIONAL FEDERATION OF VOLUNTARY BODIES BOARD OF DIRECTORS

Board of Directors:

Brendan Broderick, Sisters of Charity of Jesus & Mary (Chairperson)
Tony Darmody, Kerry Parents & Friends Association
Maura Donovan, Stewarts Hospital
Wally Freyne, Daughters of Charity Services
Jimmy Gilmartin, Sisters of La Sagesse
Laurence Kearns, St. John of God Hospitaller Services
Edith Kennedy, MIDWAY
Christy Lynch, KARE
Paul Ledwidge, St. Michael's House
Vincent Millet, Irish Sisters of Charity
Maura Nash, COPE Foundation
Michael Noone, Sunbeam House Services
John O'Dea, Western Care Association
Winifred O'Hanrahan, Brothers of Charity Services
Bob Sillery, Brothers of Charity Services Limerick

APPENDIX 2: NATIONAL FEDERATION OF VOLUNTARY BODIES SECRETARIAT STAFF

Secretariat Staff:

Brian O'Donnell, Chief Executive

Maria Walls, Director of Research & Membership Services

Maria McMahon, Office Manager

Caroline Looney, Administrative Officer

Mary Barrett, Administrative Officer

Brian Donohoe, Clerical Officer

Jillian Sexton, HR & Training & Development Co-ordinator

Alison Harnett, Informing Families Project Co-ordinator

Breda Casey, Policy Development Officer

APPENDIX 3: NATIONAL FEDERATION OF VOLUNTARY BODIES SUB COMMITTEES & WORKING GROUPS AS AT 31ST DECEMBER, 2006

Community Participation & Inclusion Sub Committee:

Yvonne Bohane, DARA Residential Services (Chairperson)
 Kevin Barnes, RehabCare
 Richard Collins, Brothers of Charity, Clare
 Des Connolly, Brothers of Charity Services Limerick (from June 2006)
 Pat O'Shea, Brothers of Charity Services Limerick (until May 2006)
 Roisin Deery, MIDWAY Services
 Cabrini de Barra, Brothers of Charity, South Eastern Region
 Catherine Devine, Walkinstown Association
 Theresa Doyle, Sisters of Charity of Jesus & Mary
 Martine Healy, Clann Mor
 Mary Lucey Pender, Daughters of Charity
 Claire Maher, Brothers of Charity, South Eastern Region
 Ann O'Callaghan, St. Joseph's Foundation
 Eileen O'Mahony, Cheeverstown House
 Kevin Ryan, Hospitaller Order of St John of God
 Dermot Rafter, SOS Kilkenny
 Breda Casey, National Federation of Voluntary Bodies
 Brian Donohoe, National Federation of Voluntary Bodies
 Janet Swinburne, National Federation of Voluntary Bodies (until Sept 2006)

Education Sub Committee:

Maura Nash, COPE Foundation (Chairperson)
 Mary Byrne, St. Aidan's Services
 John Colfer, Brothers of Charity Services, Galway
 Sorcha Connellan, Brothers of Charity Services, Limerick
 Denis Cronin, Daughters of Charity Services
 Roisin Deery, MIDWAY Services
 Noel Dillon, St. Michael's House
 Phil Gray, Hospitaller Order of St. John of Gods
 Catherine Jackman, Cheeverstown House
 Sr. Aine McNamara, Daughters of Charity Services
 Martin McGrenery, Sisters of Charity of Jesus & Mary Services
 Bridget Nolan, Ability West
 Mary Carrig, Stewarts Hospital
 Helen Guinan, COPE Foundation
 Maria Walls, National Federation of Voluntary Bodies
 Janet Swinburne, National Federation of Voluntary Bodies
 Mary Barrett, National Federation of Voluntary Bodies

Finance Sub Committee:

Mr. Brendan Broderick, Sisters of Charity of Jesus & Mary (Chairperson)
 Mr. Tony Darmody, Kerry Parents & Friends
 Mr. Paul Ledwidge, St. Michael's House
 Mr. Winifred O'Hanrahan, Brothers of Charity Services
 Mr. Brian O'Donnell, National Federation of Voluntary Bodies

Human Resources Sub Committee:

Maura Donovan, Stewarts Hospital (Chairperson)
 Shona Boyne, RehabCare
 Pauline Brennan, Western Care Association
 Eileen Carr, Malta Services Drogheda
 Margaret Meagher, St. Anne's Service
 Anne Coffee, KARE

Francis Coughlan, SOS Kilkenny
 Paul Egan, Sisters of La Sagesse
 Brian Gallagher, Cheeverstown House
 Dympna Gibbons, Daughters of Charity
 Adrian Harney, Ability West
 Olive Leonard, Sisters of Charity of Jesus & Mary
 Marie Linehan, Kerry Parents & Friends Association
 Gerry Mulholland, Stewarts Hospital
 Liam Murphy, Brothers of Charity Service
 Aine O'Callaghan, COPE Foundation
 John Pepper, Hospitaller Order of St. John of God
 Nessian Rickard, St. Michael's House
 Eileen Skehan, Sister of the Bon Sauveur
 Jillian Sexton, National Federation of Voluntary

Quality Sub Committee:

John O'Dea, Western Care Association (Chairman)
 Brigid Butler, Hospitaller Order of St. John of God

Sean Conneally, Brothers of Charity Galway
 Eileen Costello-Conneely, Ability West
 Yvonne Downey, Ard Aoibhinn
 Kay Downey Ennis, Daughters of Charity
 Heather Hogan, Sisters of Charity of Jesus & Mary
 Tom Hughes, Western Care Association
 Sarah Kelly, KARE
 Ruth McBrien, St. Anne's Service
 Dr. Bob McCormack, St. Michael's House
 Mary McGrath, Sisters of the Bon Sauveur
 Michael Noone, Sunbeam House Services
 Eileen O'Mahony, Cheeverstown House
 Bernie O'Sullivan, COPE Foundation
 Teresa Ryan, Brothers of Charity Limerick

Research Sub Committee:

Bob McCormack, St. Michael's House (Chairperson)
 Nick Blitz, Camphill Communities of Ireland
 Kay Downey-Ennis, Daughters of Charity Services
 Bernie Fay, Sisters of Charity of Jesus and Mary Services
 Aine Kelly, Hospitaller Order of St. John of Gods
 Gina Magliocco, Brothers of Charity Secretariat
 Anne McCarthy, Stewarts Hospital Services Ltd.
 Kathleen Morris, RehabCare
 Edel Tierney, COPE Foundation
 Caroline Hart, RehabCare
 Maria Walls, National Federation of Voluntary Bodies
 Janet Swinburne, National Federation of Voluntary Bodies
 Mary Barrett, National Federation of Voluntary Bodies
 Alison Harnett, National Federation of Voluntary Bodies

Services Development Sub Committee:

Brendan Broderick, Sisters of Charity of Jesus & Mary (Chairperson)
 Tony Darmody, Kerry Parents & Friends
 Paul Ledwidge, St. Michael's House
 Christy Lynch, KARE
 John O'Dea, Western Care Association
 Winifred O'Hanrahan, Brothers of Charity Services
 Pat O'Toole, St. Christopher's
 Brendan Sutton, Cheeverstown House
 Brian O'Donnell, National Federation of Voluntary Bodies

Training & Development Sub Committee:

Brendan Broderick, Sisters of Charity of Jesus & Mary (Chairperson)
 Majella Hayes, Brothers of Charity Services – South East
 Mary Fitzgerald, COPE Foundation
 Geraldine Boland, St. Michael's House
 Sean Conneally, Brothers of Charity Services, Galway
 Denise Shaw-Kelly, Brothers of Charity Services, Limerick
 Adrian Harney, Ability West
 Rosaleen McCabe, Hospitaller Order of St. John of God
 Mary O'Connor, KARE
 Karen Finnerty, Open Training College
 Gerry Mulholland, Stewarts Hospital
 Anne Rowe Monaghan, Sunbeam House Services
 Patricia Lee, Sisters of La Sagesse
 Kay Downey Ennis, Daughters of Charity Service
 Paula O'Riordan, Cheeverstown House
 Ms. Jillian Sexton, National Federation of Voluntary Bodies

Vocational Training & Employment Sub Committee:

Christy Lynch, KARE (Chairperson)
 Maureen Cahill, Brothers of Charity Cork
 Kevin Delaney, Brothers of Charity Clare
 Eddie Denihan, Stewarts Hospital
 Mary Desmond, COPE Foundation
 Geraldine Doyle, Prosper Fingal
 TJ Duggan, Cheeverstown House
 Michael Fleming, Brothers of Charity Galway
 Noelin Fox, Brothers of Charity Roscommon
 Kevin Hoey, Sunbeam House Services
 Trevor Jacob, Co. Wexford Community Workshop Enniscorthy
 Edith Kennedy, MIDWAY
 Conor McAtasney, CoAction
 John O'Callaghan, Daughters of Charity Limerick
 Bernard O'Regan, Western Care Association
 Sandra Whelan, Walkinstown Association

Volunteering Sub Committee:

Anne Byrne, KARE (Chairperson)
 Gareth Bailey, Daughters of Charity Service (until Sept 06)
 Rhoda Judge, Daughters of Charity Service (from Oct 06)
 Róisín Deery, MIDWAY Services
 Br. Terence Flynn, Hospitaller Order of St. John of Gods
 Linda Keane, Ability West
 Jerry Mullane, COPE Foundation
 Peter McKeivitt, RehabCare
 Gerry McLaughlin, Sisters of Charity of Jesus and Mary
 Susan McGill, Brothers of Charity, South Eastern Region
 Breda McMahon, Children's Sunshine Home
 Kathleen O'Callaghan, St. Joseph's Foundation
 Mary O'Connell, Brothers of Charity Limerick
 Martina Rynne, Brothers of Charity, Ennis
 Kathleen Sherry, SOS Kilkenny Ltd
 Breda Casey, National Federation of Voluntary Bodies (from Oct 2006)
 Janet Swinburne, National Federation of Voluntary Bodies (until Sept 2006)

Informing Families Steering Group:

Organisation Medical Council of Ireland (Chair) Parent Representative Parent Representative The Irish College of General Practitioners Parent Representative Psychological Society of Ireland National Social Work Qualifications Board Department of Health & Children National Federation of Voluntary Bodies Sisters of Charity of Jesus & Mary, Inclusion Ireland Irish Nurses Organisation HRB Clinical Research Fellow & Midwifery Doctoral Student Irish Assoc. of Speech & Language Therapists Health Services National Partnership Forum National Federation of Voluntary Bodies Brothers of Charity Services Galway An Bord Altranais St. Michael's House National Federation of Voluntary Bodies	Contact John Hillery Karen Canning Anthony Casey Claire Collins Mary Egan Margaret Farrelly Bernie Fay Ann Field Alison Harnett Stephen Kealy Annette Kennedy Joan Lalor Anne Mulvihill Eamon Naughton Brian O'Donnell Catherine Rourke Anne Marie Ryan Anne Walker Maria Walls
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Safe Administration of Medication Working Group:

David Kieran, St. Anne's, Roscrea (Chairperson)
 Peter Boland, St. Ita's, Portrane
 Brigid Butler, St. John of God Services
 Carmel Byrne, St. Michael's House
 Deirdre Carroll, Inclusion Ireland
 Hilary Coates, RCSI
 Deirdre Fay, Brothers of Charity
 Marie Grimes McGrath, St. Anne's Services
 Heather Hogan, Sisters of Charity of Jesus and Mary
 Christine Hughes, National Council for Nursing and Midwifery
 Mary McArdle, Department of Health and Children
 Audrey Mee, St. Hilda's, Athlone
 Una Nagle, Brothers of Charity, Cork
 Patricia Noonan-Walsh, UCD
 Linda O'Leary, Dara Residential (RIP)
 Anna Plunkett, St. John of God, Drumcar
 Anne Marie Ryan, Nursing Board
 Luck van Erwegen, Sisters of Charity of Jesus and Mary
 Kathleen Walsh, An Bord Altranais
 Joe Wolfe, Joe Wolfe and Associates
 Maria Walls, National Federation of Voluntary Bodies

Performance Indicators Working Group:

Brendan Sutton, Cheeverstown House (Chairperson)
 Brigid Butler, Hospitaller Order of St. John of God
 Francis Coughlan, SOS Kilkenny
 David Dunne, St. Michael's House
 John O'Dea, Western Care Association
 Martina Rynne, Brothers of Charity Services Clare
 Maria Walls, National Federation of Voluntary Bodies

**APPENDIX 4 – NATIONAL FEDERATION REPRESENTATIVES ON NATIONAL COMMITTEES AS
AT 31ST DECEMBER, 2006**

DEPARTMENT OF HEALTH & CHILDREN:

National Intellectual Disability Database

Patrick McGinley, Brothers of Charity Services Galway
James Rocke, Western Care Association

Action Plan for People Management – Monitoring Committee

Brian O'Donnell, National Federation of Voluntary Bodies

Department of Health & Children – Clinical Psychology Training

Brendan Broderick, Sisters of Charity of Jesus & Mary

HSE – EMPLOYERS AGENCY:

Advisory Group

Brian O'Donnell, National Federation of Voluntary Bodies
Maura Donovan, Stewarts Hospital
John Pepper, Hospitaller Order of St. John of God

Health Services National Partnership Forum:

Brian O'Donnell, National Federation of Voluntary Bodies

HSE - EA's Management Team in respect of Therapy Grades:

John Pepper, Hospitaller Order of St. John of Gods

Health Services Skills Group

Maria Walls, National Federation of Voluntary Bodies

Flexible Working Group

Paul Egan, Sisters of La Sagesse

Health Service National Joint Council

Nessan Rickard, St. Michael's House

HSE-EA – Compensation Scheme for Assault at Work

Liam Murphy, Brothers of Charity, Cork

HSE-EA – Performance Management Systems

Gerry Mulholland, Stewarts Hospital

Joint Partnership Committee – Non Nursing Grade:

Maura Donovan, Stewart's Hospital, Dublin

Dignity at Work:

Maura Donovan, Stewarts Hospital
Jillian Sexton, Stewarts Hospital

Trust in Care:

Maura Donovan, Stewarts Hospital
Jillian Sexton, Stewarts Hospital

Equality of Opportunity / Accommodation Diversity:

Maura Donovan, Stewarts Hospital

Sustaining Progress Modernisation Agenda:

Liam Murphy, Brothers of Charity Cork

NATIONAL DISABILITY AUTHORITY:

Disability Legislation Consultation Group

Brian O'Donnell, National Federation of Voluntary Bodies
Winifred O'Hanrahan, Brothers of Charity, Galway
Wally Freyne, Daughters of Charity, Dublin

NURSING:

An Bord Altranaís Planning Meeting Re: Continuing Education for Nurses

Mary Reynolds, Daughters of Charity

National Council for the Professional Development of Nursing and Midwifery

Maura Nash, COPE Foundation

Pre Registration Nursing Education & Training

John Griffin, Sisters of La Sagesse, Sligo

National Implementation Committee to Oversee the Implementation of a Pre-Registration Nursing Degree Programme

Anna Plunkett, Hospitaller Order of St. John of God

Department of Health & Children's Consultative Forum to inform the development of a strategy for Nursing & Midwifery in the Community

John Griffin, Sisters of La Sagesse, Sligo

ERHA Nurse Practice Development Initiative:

Kay Downey Ennis, Daughters of Charity

HSE - HEALTH MANAGEMENT:

E-Learning Committee:

Sarah Baars / Geraldine Boland, St. Michael's House

Jillian Sexton, National Federation of Voluntary Bodies

Competencies for Health & Social Care Professionals:

Jillian Sexton, National Federation of Voluntary Bodies

Geraldine Boland, St. Michael's House

Francis Coughlan, SOS Kilkenny

OTHER:

Accredited Course in Advocacy – Comhairle & Sligo Institute of Technology

Gerard Gibbons, Sisters of La Sagesse

National Accreditation Committee:

Eddie Denihan, Stewarts Hospital

Codes of Practice for the Operation of Sheltered Workshops

Christy Lynch, KARE

FOI Public Service Users' Network

Breda Casey, National Federation of Voluntary Bodies

Higher Education & Training Accreditation Committee

Maria Walls, National Federation of Voluntary Bodies

Health & Safety Authority Advisory Committee on the Health Services Sector

Jim Kinsella, Stewarts Hospital

Centre for Early Childhood Development & Education (CECDE)

Maria Walls, National Federation of Voluntary Bodies

Department of Social & Family Affairs - Disability Consultative Committee

Patrick McGinley, Brothers of Charity, Galway

Social Work Forum:

Anne Coffey, KARE

National Federation of Voluntary Bodies Pension Scheme Trustees Tony Darmody, Kerry Parents & Friends Association

(Chairman)

Tom Hogan, Ability West

John O'Dea, Western Care Association

Brian O'Donnell, National Federation of Voluntary Bodies

APPENDIX 5 – NATIONAL FEDERATION OF VOLUNTARY BODIES FINANCIAL DATA 2006 - 2005

	Year Ended 31/12/06	Year Ended 31/12/05
Income:		
Department of Health & Children	307,158	247,158
Members Subscription	116,262	116,212
Pension Scheme	51,257	51,257
APPM	333,011	66,064
Informing Families Project	192,075	60,474
Policy Development Grant	92,590	46,990
Other Income	76,429	63,387
	<u>1,168,782</u>	<u>651,542</u>
Expenditure:		
	378,486	318,731
Pay Expenditure	171,343	169,389
Non Pay Expenditure	330,011	66,064
APPM	192,075	60,474
Informing Families Project	92,590	46,990
Policy Development Grant	<u>1,164,505</u>	<u>661,648</u>
Surplus / (Deficit) for the Year	4,277	(10,106)
 BALANCE SHEET		
Tangible Fixed Assets	<u>451,519</u>	<u>460,647</u>
Current Assets:		
Debtors	76,348	12,095
Bank	<u>424,563</u>	<u>446,031</u>
	500,911	458,126
Creditors – amounts falling due within 1yr	<u>(474,251)</u>	<u>(427,043)</u>
Net Current Assets	<u>26,660</u>	<u>31,083</u>
Total Assets Less Current Liabilities	478,179	491,730
Creditors – Amounts falling due after more than 1yr	<u>(356,675)</u>	<u>(374,503)</u>
Total Net Assets	<u>121,504</u>	<u>117,227</u>
 Capital & Reserves		
Profit & Loss Account	<u>121,504</u>	<u>117,227</u>