



**National Federation of
Voluntary Bodies**

Annual Report 2005

Connie.



Connie is 25 years of age and lives in Ballynacally, Co Clare, where she is supported by the Brothers of Charity Services, Clare. This photograph was taken in Belfast, at the Special Olympics Ireland Games where Connie won 3 gold medals for motor activities. In addition to art her hobbies include boating and computers. She loves to paint with watercolours and gets weekly tuition from local artist Alan Shoosmith, it obviously paid off and she is delighted to have her painting chosen for the cover of the National Federation of Voluntary Bodies Annual Report 2005.

National Federation of Voluntary Bodies

Annual Report 2005



NATIONAL FEDERATION OF VOLUNTARY BODIES
Providing Services to People with Intellectual Disability

**Oranmore Business Park,
Oranmore, Galway.
Tel: (091) 792316
Fax: (091) 792317
Email: secretariat@fedvol.ie
Web: www.fedvol.ie**

Table of Contents:	PAGE NO
Chairman’s Statement	4
Chief Executive’s Introduction	5
Section 1: Communications & Consultation	6
Information & Awareness	6
Website	6
Freedom of Information	7
National Intellectual Disability Database Committee Annual Report	8
Section 2: Policy Work & Campaigning	9
Department of Health & Children Strategic Review of Disability Services	9
Long Stay Residential Charges Regulations	9
Performance Verification Process under Sustaining Progress	10
Disability Legislation Consultation Group (DLCG)	10
European Association of Services Providers for People with Disabilities (EASPD)	11
Human Resources	11
HSE – Employers Agency	12
Dignity at Work Policy – Associated Training.....	12
National Joint Council	13
Recruitment Advertising	13
Employee & Industrial Relations	13
Team Based Performance Management	14
Mental Health Act 2001	14
Person Centred Medication Management	14
Section 3: Improving Service, Quality & Partnership ..	15
Framework for Person Centred Services & Supports – From Theory to Practice	15
Core Funding Deficits / Value for Money Cuts	15
Vocational Training & Employment.....	16
Health Services National Partnership Forum	16
Health Services Reform Programme	16

Community Participation & Inclusion	17
Volunteering	18
National Federation of Voluntary Bodies Pension Scheme	19
Garda Vetting	20

Section 4: Training, Learning & Education21

Training & Development	21
Competencies for Support Service Staff / Managers	21
SKILL Project.....	22
Identification of Staff Training Needs within All National Federation Of Voluntary Bodies Member Organisations	22
National E-Learning Pilot Project.....	23
Managing People – Management Development Programme	23
Education	23

Section 5: Research & Development25

Research	25
National Study of Quality & Costs of Different Models of Supported Accommodation for People with Intellectual Disability in Ireland	26
National Best Practice Guidelines for Informing Families of their Child’s Disability....	26

APPENDICES29

Appendix 1:

National Federation of Voluntary Bodies Board of Directors	29
--	----

Appendix 2:

National Federation of Voluntary Bodies Sub-Committees, Working Groups and Representatives on National Committees	30
--	----

Chairman's Statement

2005 was a difficult year in which to transact business. The Health Service Executive (HSE) was in the process of finding its feet following the radical restructuring of the government's health reform. New portfolios of responsibility, new post-holders, new communication networks decelerated the pace at which business could be conducted. There was an "on-hold" feel for much of the year. The concern that the collapsing of eleven regional health boards into one might result in a telescoping of focus to the acute hospital sector was sometimes hard to quell. The challenge facing the heavily burdened Local Health Office (LHO) to deliver its share of the government's ambitious disability strategy within the envisaged time-frame is of a very high order.

2005 was also the year in which the Disability Act was enacted. While the provisions of the Act fall short of many stakeholders' expectations, it offers a more explicit presentation of entitlements and related processes than was available heretofore and has significant potential to support people in more effectively promoting their own voice. Hopefully, it will drive more individualised arrangements for persons with a disability. Whether the tension dynamics within the Act are optimally set to assert and secure the wishes of persons with disabilities and whether the resource envelope in succeeding years will be commensurate with the Act's level of ambition remains a moot point. The National Federation welcomes the formal statutory underpinning which the Act introduces and commits to engage productively and collaboratively in its implementation.

Late December 2005 witnessed the announcement of an important four-year investment package, €894 million, for disabilities in Budget 2006. The investment is being promoted as unprecedented, historic and transformational in impact. While both the scale of the investment and its multiannual aspect are very welcome, the rhetoric linked to its announcement was overblown and likely to cue unrealistic expectations. €894 million will be spent over the course of the four years. The package covers many categories of disability – mental health, physical and disability – and not just intellectual disability. €300 million relates to capital projects. In practical terms this level of investment will probably deliver 1,600 Health-funded posts and 300 Education-funded posts over the four years. This will represent employment growth in our sector of approx 10% at the end of the 4-year period –progressive, reassuring and welcome but hardly transformational. This level of investment will enhance the sector's capacity to make inroads into the waiting-lists, although at a more modest rate than suggested, particularly with regards to the residential waiting-list. At the end of the four-year period much of the current waiting-list will remain unaddressed, not to mention those who will join the waiting-list during the four-year period.

As you progress through this report, you will be impressed by the scale of activity and achievement registered by the National Federation during 2005. This record is a testimony of the deep and sustained commitment of member organisations to invest their time and resources to promote and secure a broad range of concerns and issues and to the relentless energy, productivity, attention to detail, and efficiency of the secretariat. We are particularly indebted to members and chairpersons of our various sub-committees. Finally, I would like to avail of this opportunity to commend Paul Ledwidge's peerless stewardship of the Board of Directors over the past two years and Brian O'Donnell's consummate professionalism, the fruits of which are plain to see in this report.

*Brendan Broderick,
Chairperson*

Chief Executive's Introduction

It gives me great pleasure to present the Annual Report of the activities of the Secretariat of the National Federation of Voluntary Bodies Providing Services to People with Intellectual Disability for 2005.

2005 was a landmark year for people with disabilities and their families. The enactment of the Disability Act 2005, the Education for Persons with Special Educational Needs (EPSEN) Act 2004, together with the launch of the National Disability Strategy incorporating as it does a multi-annual investment programme and sectoral plans prepared by six Government Departments, presents unprecedented opportunities for people with disabilities to maximise their opportunities to be truly included in mainstream society. These developments also create opportunities for service providers, but also present significant challenges in terms of our ability to meet the many expectations of people with disabilities, their families, Government and the statutory authorities arising there from.

In fact, while these significant developments have been warmly welcomed by the National Federation of Voluntary Bodies the ability of many of our member organisations to maintain existing levels of service to an acceptable standard has been seriously compromised due to ongoing problems arising from funding deficits. This issue was the major focus for the National Federation of Voluntary Bodies during the year. We carried out an assessment of the impact which the funding deficits were having on services. The outcome of this assessment was brought to the attention of Government and resulted in a provision of €10million in Budget 2006 to commence the process of addressing the problem. Our efforts to resolve this issue, together with full implementation of Harmon / Wolfe reports, will continue in 2006.

We continue to highlight issues of concern to our sector and represent the National Federation's views on all aspects of policy relevant to the sector, both nationally and internationally. Communications and consultation with our member organisations are priority issues for us and a major development during 2005 in this regard was the review and revamp of our existing website.

Given the size of our sector and the constantly changing environment in which we are operating, the need for a comprehensive and strategic approach to the development of training, learning and education is self evident. Much good work in this area, which is set within the overall framework of the Department of Health & Children's Action Plan for People Management, was done during 2005 and our many significant achievements in this context are set out in Section 4 of this report.

We are very fortunate within the National Federation to have available to us very many dedicated and committed people who are experts in their field and who give of their time and expertise, voluntarily and unselfishly, in the interest of the National Federation through their work on our various Sub Committees and Task Groups, which are listed on the Appendix to this report. We are deeply appreciative of their important input.

In conclusion, I would like to convey my sincere gratitude to our Chairpersons Mr. Brendan Broderick and previously Mr. Paul Ledwidge and the National Federation's Board of Directors for their support and guidance. I would also like to express my appreciation to all 61 National Federation member organisations for their positive contributions to all of our activities.

Finally, it will be noted from this report that while the range of activities carried out by the Secretariat Staff, on behalf of the National Federation, is extensive and their achievements impressive, our staffing resources are limited. Apart from myself as Chief Executive, the Secretariat's core staff comprises Ms. Maria Walls, Director of Research & Membership Services; Ms. Maria McMahon, Office Manager; Ms. Breda Casey & Ms. Caroline Looney, who job share as Administrative Officer; Ms. Mary Barrett, part-time Administrative Officer and Mr. Brian Donohoe, part-time Clerical Officer. We also employ three Project Managers on specified term contracts in the area of Policy Development, Ms. Janet Swinburne; Developing Best Practice Guidelines in informing families about the diagnosis of a disability, Ms. Alison Harnett and implementation of the Action Plan for People Management in the Intellectual Disability Sector, Ms. Jillian Sexton. Mr. Eamon Naughton, although employed by the Health Services National Partnership Forum, is assigned on a full time basis as a Partnership Facilitator in the Intellectual Disability Sector. I would like to pay tribute to all of my colleagues for their dedication and professionalism during what was an extremely demanding and busy year.

*Brian O'Donnell,
Chief Executive.*

SECTION 1

COMMUNICATIONS & CONSULTATIONS

Excellent communications and consultation processes are critical pre-requisites for the effective working of a National Federation as large and diverse as ours. The Action Plan for People Management, The Way Forward, and successive strategy documents highlights the importance of effective communications and consultation in the workplace. Our sector employs some 17,000 people and so this is a priority issue for us.

1.1 INFORMATION & AWARENESS

The National Federation of Voluntary Bodies is committed to ensuring that information sharing and awareness raising of issues germane to its membership is actively facilitated by the Secretariat.

Key Achievements in 2005:

- Regular awareness bulletins updating members on policy developments, legislation and developments in services, both in Ireland and internationally, were issued during 2005.
- An extensive range of briefing papers, research reports, position papers and guidelines were produced and disseminated throughout the membership.
- The National Federation newsletter was produced electronically and issued on a monthly basis throughout the year.
- In all, a total of 392 communications issued to member organisations during 2005.
- There were four meetings of our General Assembly held quarterly during 2005.

1.2 WEBSITE - (www.fedvol.ie)

During 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.

Key Achievements in 2005:

- Engagement with external consultants to redesign existing website resulting in a 3 Phase project approach.
- Implementation of Phase 1 of the Project, involving the development of an up to date, professional and accessible information resource, which includes the following details:
 1. Vision, values and role of the National Federation of Voluntary Bodies;
 2. Current work activities within the National Federation of Voluntary Bodies;
 3. Details of new service initiatives and news & events;
 4. Databank of useful information resources.

1.3 FREEDOM OF INFORMATION

Responsibility for overseeing implementation of the Freedom of Information Act 1997 in the Intellectual Disability Sector was assigned by Government to the National Federation of Voluntary Bodies. Accordingly, all statistical information relating to the Intellectual Disability Sector required by both the FOI Central Policy Unit in the Department of Finance and the Information Commissioner's Office is processed through the Secretariat office.

Key Achievements in 2005:

- Quarterly / Annual FOI statistics were collated and forwarded to the Central Policy Unit, Department of Finance as follows

Live Cases B/F from 2004	Requests rec'd in 2005	Personal	Non Personal	Mixed	Requests Granted	Requests part granted	Requests Refused	Requests Transferred	Withdrawn	Withdrawn & Handled outside FOI	Lives Cases at end of 2005	Internal Reviews Rec'd	Appeals to Info Commissioner	Fees – Search, Retrieval & Copying
22	247	235	11	1	84	97	3	7	1	8	69	4	1	583.85

Source of FOI requests:

Journalists	Business / Interest Groups	Oireachtas / Public Reps	Staff	Client	Others	Total
0	0	0	11	226	10	247

- The National Federation of Voluntary Bodies was represented at four Department of Finance FOI Public Service Users' Network meetings.
- An extensive range of information and advice was provided on an ongoing basis throughout 2005 to:
 - Local Area Networks;
 - Decision Makers;
 - Internal Reviewers; and
 - Individual member organisations.

1.4 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 2005:

- 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 2004. Over 350 entries from services all over the country were received.
- The National Federation of Voluntary Bodies organised an award ceremony involving Mr. Tim O'Malley, T.D., Minister for State at the Department of Health & Children (with special responsibility for Disability and Mental Health Services) who presented the winners prize to Mr. Francis Gleeson, who attends day services at Ormond Resources in Nenagh, Co. Tipperary, which is part of St. Anne's service. Francis has a great interest in art and crafts and makes cards, candles and copper trees in addition to painting. Francis has also painted a special banner with his brother James celebrating the Special Olympics which was displayed over a local bank in Nenagh. Francis also works one day a week in the Whiskey Still in Dromineer, Co. Tipperary. Francis plans to use his prizes to further his career in the arts area.

SECTION 2

POLICY WORK & CAMPAIGNING

As a National Federation representing a wide alliance of voluntary organisations, we have a unique perspective on the development of policy and practice affecting children and adults with intellectual disability. Working closely with our various Sub Committees, we develop policy positions on a range of topics relevant to our sector. In addition, we represent our National Federation's views on all aspects of policy germane to our sector by inputting and responding to new policy initiatives developed by Government and Statutory Authorities and also by representing our sector on various specialist groups. 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

As part of its strategic review of Disability Services, the Department of Health & Children established a number of Specialist Study Groups to look at particular topics, identify relevant issues and make recommendations on future policy in relation to the specific topic. The National Federation Secretariat was represented on three of the Working Groups as follows:

- (a)** Protecting Vulnerable Adults – Ms. Maria Walls, Director of Research & Membership Services;
- (b)** Assessment, Early Intervention & Pre-School Services – Ms. Alison Harnett, Informing Families Project Co-ordinator;
- (c)** Access to General Health Services by People with Disabilities – Ms. Janet Swinburne, Policy Development Co-ordinator.

Key Achievements in 2005:

- Maria Walls, Director of Research & Membership Services, was nominated Chairperson of the Protecting Vulnerable Adults Working Group and played a key role in the Strategic Review Chairs Groups (Mr. Tom Hughes, Western Care Association, replaced Maria while on maternity leave).
- Inclusion of the findings and initial recommendations from the "Informing Families" Project by Alison Harnett in the first report of the Assessment, Early Intervention and Pre-School Services Working Group.
- Substantial contribution by Janet Swinburne to the report on "Access to General Health Services by People with Disabilities" which was published in February 2005.

2.2 LONG STAY RESIDENTIAL CHARGES REGULATIONS

In January 2005, the HSE convened a small group of relevant stakeholders representative of the disability and mental health sectors to consider the issue of long stay charges in residential services. The National Federation of Voluntary Bodies was represented on this group by Mr. John O'Dea, Executive Director, Western Care Association and Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies. The Terms of Reference were to advise the HSE and Government on the following:

- i. Issues affecting long stay charges in mental health and disabilities services;
- ii. Implications for clients and service providers;
- iii. Prepare a discussion paper.

In July 2005, a National Expert Group was established by the HSE to consider the work of the above group and other emerging issues arising from the regulations. Mr. Tom Hogan, Chief Executive Officer, Galway Association, was appointed as Chairperson of this group.

Key Achievements in 2005:

- The National Federation of Voluntary Bodies registered its concerns regarding the impact which the decision to suspend charges will have (a) on our members ability to maintain existing levels of services and (b) on their cash flow positions.
- The National Federation of Voluntary Bodies highlighted the concern that the decision could result in our service users losing their entitlement to the disability allowance and, as a consequence, much of their financial independence.
- With regard to the Capital Assistance Scheme, administered by the Department of Environment, Heritage & Local Government, the National Federation of Voluntary Bodies pointed out that an important condition of the scheme is that service users pay rent towards the cost of their group home out of the disability allowance they received from the Department of Social & Family Affairs. The effect of the decision to suspend charges would be to place service providers in breach of their mortgage agreements, which would seriously negatively impact on their ability to maintain and develop community residential facilities for people with intellectual disability going forward.
- The National Federation of Voluntary Bodies also arranged a series of briefing sessions for its member organisations on the progress of the regulations by Mr. Tom Hogan, Chairperson, National Expert Group.

2.3 PERFORMANCE VERIFICATION PROCESS UNDER SUSTAINING PROGRESS

The Performance Verification Process requires that heads of organisations within the health sector prepare and submit progress reports on the attainment of objectives set out in the Action Plan associated with the Sustaining Progress Agreement. In the case of the 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 2005:

- The National Federation of Voluntary Bodies co-ordinated the completion of the PVG Template by all its member organisations.
- On the basis of the reports submitted, the National Federation of Voluntary Bodies prepared an overall sector report for submission to the PVG.
- The National Federation of Voluntary Bodies arranged two site visits for the PVG.
- The National Federation of Voluntary Bodies made a presentation to the PVG on progress made in the Sector in the offices of the Health Services Executive – Employers Agency on 11th October, 2005.
- The report of the National Federation of Voluntary Bodies in respect of Phase V was commended by the PVG and payment sanctioned to all staff categories by the Department of Health & Children without qualification.

2.4 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 and 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 Services and Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies.

In accordance with Section 31 (Part III) of the Disability Act 2005, six different Government Departments are required to develop Sectoral Plans to indicate their planned service provision to people with disabilities and their families.

Key Achievements in 2005:

- The National Federation of Voluntary Bodies was represented on the DLGG Sectoral Plan Working Groups as follow:
 1. *Department of Environment, Heritage & Local Government:*
Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies (Chairperson of Group)
Paul Ledwidge, Chief Executive, St. Michael's House
 2. *Department of Enterprise, Trade & Employment*
Christy Lynch, Chief Executive, KARE
 3. *Department of Health & Children*
Wally Freyne, Director of Services, Daughters of Charity Services
 4. *Department of Social & Family Affairs*
Winifred O'Hanrahan, National Director, Brothers of Charity Services
- A position paper on key aspects of transport relating to people with disabilities was submitted by the National Federation of Voluntary Bodies to the Department of Transport Sectoral Plan Working Group.
- In addition to representation in the Sectoral Plan Working Groups the National Federation of Voluntary Bodies made a submission in respect of each of the Sectoral Plans.
- The National Federation of Voluntary Bodies formed a Task Group to consider and make recommendations on the Assessment of Need element of the Disability Legislation.

2.5 EUROPEAN ASSOCIATION OF SERVICE PROVIDERS

FOR PEOPLE WITH DISABILITIES (EASPD)

The European Association of Service Providers for People with Disabilities (EASPD) is an umbrella organisation for service providers throughout Europe. It now represents over 8,000 organisations providing services to 35 million 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 the provision of effective high quality services. The National Federation of Voluntary Bodies is a founding member of EASPD and during 2005, Mr. Brian O'Donnell, Chief Executive, was its Vice President.

Key Achievements in 2005:

- 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.
- The National Federation of Voluntary Bodies participated on a number of EASPD Working Groups and contributed to a number of EASPD policy submissions to the European Institutions in areas such as Training & Employment, Education & Community Living as well as the EU White Paper on Governance.
- 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.

2.6. HUMAN RESOURCES

The National Federation of Voluntary Bodies Human Resources Sub Committee provides a forum through which all Human Resources issues and policy developments can be addressed and positions developed. The HR sub committee had a particularly busy year in 2005 and were active on a number of fronts as follows:

2.6.1 HSE – EMPLOYERS AGENCY

Regular meetings were held during 2005 with the HSE - Employers Agency which focused on issues of concern and relevance to National Federation of Voluntary Bodies member organisations. Information exchanged focused on briefings regarding national policy and industrial relations developments and updates on the progress of Working Groups.

In May 2005, the HSE – Employers Agency established a National Advisory Committee. The composition of the Committee is modeled on the former HSEA Board, but with a broader representation. The National Federation of Voluntary Bodies 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 2005:

- During 2005 the National Federation of Voluntary Bodies liaised with the HSE - Employers Agency and other health service employers, through participation in relevant working groups, to develop key policies aimed at supporting the development of workplaces that recognise employees' skills and support them in carrying out their roles. Key policy development Working Groups that the National Federation of Voluntary Bodies has been involved in during 2005 include:
 - 'Equal Opportunities / Diversity Policy and Strategic Objectives for the Health Service';
 - 'Dignity at Work Policy';
 - 'Trust in Care – Policy for Health Service Employers on upholding the dignity & welfare of patient /clients and the procedure for managing allegations of abuse amongst staff members';
 - Flexible Working; and
 - Protection of Employees (Fixed Term Work) Act 2003.

2.6.2 DIGNITY AT WORK POLICY – ASSOCIATED TRAINING

The Dignity at Work Policy aims to inform health service employees of their rights and responsibilities in terms of maintaining a working environment which is free from bullying, sexual harassment and harassment. It outlines the complaints procedure to be followed if an employee feels that they are being subjected to any form of behaviour which undermines their dignity. The policy details the role of Support Contact Person whose function is to provide information and emotional support in a confidential and non-judgemental manner to any employee who feels that s/he is being subjected to bullying or harassment or against whom a complaint of bullying or harassment has been made.

The National Federation of Voluntary Bodies is represented on the Dignity at Work National Working Group by Ms. Maura Donovan, Chief Executive, Stewarts Hospital and Ms. Jillian Sexton, HR Training & Development Co-ordinator, National Federation of Voluntary Bodies.

Key Achievements in 2005:

- Mediation training, which was organised by the HSE – EA as part of the Dignity at Work Policy, was completed by 10 representatives from the Intellectual Disability Sector.
- Following completion of Part 1 of the Mediation Skills Training Programme participants were invited to become involved in a Mediation Panel that was to be established for the health service. The persons on this panel will provide a mediation service on a voluntary basis which will be accessed by health service employers. There are presently 7 representatives from the intellectual disability sector sitting on the Mediators Panel.
- During 2005 the National Federation of Voluntary Bodies organised 3 training programmes for persons that have been appointed as Support Contact Persons under the Dignity at Work Policy. Graphite HRM, who delivered similar training for a number of HSE regions, were contracted to provide the training.

2.6.3 NATIONAL JOINT COUNCIL

The National Joint Council 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, trade unions and employers. This entails ongoing evaluation of the operation of industrial relations procedures and structures with a view to ensuring best practice.

During 2005, the National Federation of Voluntary Bodies was represented on the National Joint Council by Mr. Nesson Rickard, Human Resources Manager, St. Michael's House.

Key Achievements in 2005:

- Mr. Rickard promoted and protected the interest of the National Federation of Voluntary Bodies member organisations on an extensive range of issues brought before the National Joint Council during 2005.

2.6.4 RECRUITMENT ADVERTISING

During 2005 the National Federation of Voluntary Bodies member organisations continued to avail of the advertising arrangement that has been established with Independent News & Media. This has enabled organisations to develop a recognisable brand image for organisations within the National Federation of Voluntary Bodies when recruiting new staff and to avail of significant reductions in their advertising costs.

Key Achievements in 2005:

- Total estimated aggregate savings on recruitment advertising for National Federation of Voluntary Bodies member organisations in 2005 is €1.5million.
- In September 2005 Independent News & Media hosted a workshop for National Federation member organisations which concentrated on ensuring that organisations maximise the response they get from recruitment advertising. The workshop was followed by a tour of Independent News & Media's printing facility.

2.6.5 EMPLOYEE & INDUSTRIAL RELATIONS

During 2005 the National Federation of Voluntary Bodies continued to monitor the position in relation to industrial relation matters of relevance to member organisations.

Key Achievements in 2005:

- The report of the Joint Committee on Social Care Professionals outlined a three fold approach to supporting unqualified social care professional to gain accreditation – completion of an individual training audit, development of an individual training plan and the delivery of training to each individual. In preparation for this process the National Federation of Voluntary Bodies issued a survey to member organisations during 2005 regarding Social Care Leader / Worker qualifications.
- Instructor / Supervisors: While proposals issued by the Labour Relations Commission resulted in agreement on the Instructor grades pay claim, additional work was undertaken by the National Federation of Voluntary Bodies during 2005 in relation to the development of job descriptions for instructors, senior instructors and workshop managers.
- The Registered Nurse in Intellectual Disability (RNID) Working Group, chaired by Mr. Michael Bruton, continued to meet during 2005. The National Federation is represented on the group by Ms. Maura Donovan, Stewarts Hospital, Mr. Francis Coughlan, SOS Kilkenny, Mr. Sean Abbott, COPE Foundation, Ms. Olive Leonard, Sisters of Charity of Jesus & Mary, Mr. Brian Gallagher, Cheeverstown House and Mr. John Pepper, Hospitaller Order of St. John of God. The National Federation of Voluntary Bodies representatives made a series of contributions to the work of this group during the year.

2.6.6 TEAM BASED PERFORMANCE MANAGEMENT

The National Federation of Voluntary Bodies continued to support the roll-out of the Team Based Performance Management System in 2005 which is being implemented across the health service by the HSE – Employers Agency.

Key Achievements in 2005:

- The National Federation of Voluntary Bodies circulated details regarding the team based performance management system to its members and co-ordinated the return of details in relation to new sites to the HSE – Employers Agency.

2.7 MENTAL HEALTH ACT 2001

In order to ensure and facilitate the commencement of the Mental Health Act 2001 in a co-ordinated, timely and integrated manner by all the relevant service providers, the Mental Health Commission established a National Implementation Group in January 2005. The terms of reference of the group are “to plan and co-ordinate the implementation of the Mental Health Act 2001 as directed by the Mental Health Commission”. The Group is comprised of representatives from the Health Service Executive, the Independent Psychiatric Hospitals, Mental Health Commission, Irish College of General Practitioners and the National Federation of Voluntary Bodies.

Key Achievements in 2005:

- Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies, and Dr. Mary Staines, Consultant Psychiatrist, Stewarts Hospital, Dublin, were nominated to represent the National Federation of Voluntary Bodies on the National Implementation Group.
- Particular issues relating to intellectual disability arising in the context of the Act were brought to the attention of the Commission e.g. Approved Centres, issues of capacity and consent etc.
- The National Federation of Voluntary Bodies facilitated a scoping exercise on Mental Health Information Systems within our membership on behalf of the Mental Health Commission.

2.8 PERSON CENTRED MEDICATION MANAGEMENT

During 2005, 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 2005:

- Work on completion of the first phase of the project, the development of Person Centred Medication Management Policy Guidelines progressed to an advanced state.
- Initial consultation was commenced with key stakeholders, including people with intellectual disability and their families, pharmacists, medical practitioners and organisations such as the Irish Nurses Organisation, Irish Medical Council and Inclusion Ireland.
- Work continued on the second phase of the project which explored the potential for developing a nationally accredited training programme for people with intellectual disabilities, care staff and parents.

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 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

The need for a co-ordinated approach to the development of person centred services and supports to people with disabilities in Ireland has been recognised by service providers over the past few years. This need has been further underlined with the enactment of the Disability Act 2005 which, inter alia, provides a statutory entitlement to the individual to an Independent Assessment of Need.

Key Achievements in 2005:

- In early 2005, the National Federation of Voluntary Bodies arranged for a joint approach between itself, the Disability Federation of Ireland and the Not for Profit Business Association, to the development of a joint framework supporting the development of person centred services and supports.
- The National Federation of Voluntary Bodies co-operated with St. Michael's House in the organisation of a conference entitled "*Facing the Future – The Challenge of Developing Innovative Person Centred Services*" in the Clontarf Castle Hotel, Dublin on 30th November and 1st December, 2005.

3.2 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 2005:

- A series of meetings were arranged between the National Federation of Voluntary Bodies and various Government Ministers, including An Taoiseach, Mr. Bertie Ahern, T.D.; Ms. Mary Harney, T.D., An Tanaiste and Minister for Health & Children; Mr. Tim O'Malley, T.D. Minister of State at the Department of Health & Children (with special responsibility for Disability and Mental Health Services) and Mr. Frank Fahey, Minister of State at the Department of Justice, Equality & Law Reform (with special responsibility for disability issues).
- The Government launched a National Disability Strategy, including the development of annual Sectoral Plans by six Government Departments and a multi-annual investment programme in the development of services and supports for people with disabilities, the first such programme in Irish public finance history. The National Federation of Voluntary Bodies made important contributions towards the development of these Sectoral Plans and the Investment Programme.
- A provision of €10million was made in Budget 2006 towards addressing core funding deficits of service providers to people with disabilities.

3.3 VOCATIONAL TRAINING & EMPLOYMENT

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

In 2005 the Sub Committee met on a regular basis to discuss and review ongoing Irish and International vocational training & employment issues and strong links were maintained with EASPD's Standing Committee on Employment.

Key Achievements in 2005:

- The Committee considered the issue of "Definitions" in the context of the Code of Practice for Sheltered Occupational Services and made a submission to the HSE on this issue.
- The Committee prepared a submission for the Specialist Study Group on Training & Sheltered Work which was established by the Department of Health & Children as part of its Strategic Review of Disability Services.
- The National Federation of Voluntary Bodies is a partner in EASPD's Conversion Project which is an EU funded pilot programme to develop and test a comprehensive programme on Conversion from Segregated Settings to Inclusive Employment Services. The National Federation of Voluntary Bodies took a lead in this project during 2005 which is a follow on from the very successful LABOr Project, of which the closing European Conference was hosted by the National Federation of Voluntary Bodies in October 2004.

3.4 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. The National Federation of Voluntary Bodies is represented on the Forum by Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies. Mr. Eamon Naughton is assigned on a full time basis by the Health Services National Partnership Forum to develop and support workplace partnership committees in the Intellectual Disability Sector.

Key Achievements in 2006:

- Establishment of new partnership committees in two member organisations of the National Federation of Voluntary Bodies. Partnership Committees have now been established in six member organisations of the National Federation of Voluntary Bodies.
- The National Federation of Voluntary Bodies contributed to a document prepared by the Health Services National Partnership Forum entitled "*Handling Significant Changes Through Partnership*".
- In February 2005, both employers and trade unions developed a document which identified both their separate and common interests in working through workplace partnership. The National Federation of Voluntary Bodies contributed to this process.
- 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 partnership using a range of criteria, including the declared interests of stakeholders, across seven sites in Ireland and benchmarking these with similar agencies in Northern Ireland and North America.

3.5 HEALTH SERVICES REFORM PROGRAMME

During 2005, both Mr. Tom Hogan & Mr. John Pepper continued to represent the National Federation of Voluntary Bodies on a full time basis on the HSE - Change Management Team, and provided regular updates on the Health Services Reform Programme at General Assembly and Board meetings.

Key Achievements in 2005:

- Mr. Tom Hogan was assigned to the PCCC Team. Tom, along with Mr. Leo Kinsella, HSE, took the lead role in respect of Disability issues.
- Mr. John Pepper was given the lead role in arranging for the transfer of the administration and processing of pension/superannuation benefits of Voluntary Hospitals and Nominated Health Services Superannuation Schemes from the Superannuation Division of the Department of Health & Children to the Health Service Executive. In order that this can proceed in a smooth manner Mr. Pepper established a Transition Team, which is representative of all the stakeholders. Ms. Bernie Hogan, Daughters of Charity and Ms. Rosaleen McCabe, Hospitaller Order of St. John of God are members of this Transition Team.
- A number of meetings were arranged between delegations representing the Board of the National Federation of Voluntary Bodies and HSE Senior Management to discuss issues arising in the context of the Reform Programme, including *Enhancing the Partnership / Widening the Partnership*; operation of service agreements and capital projects etc.

3.6 COMMUNITY PARTICIPATION & INCLUSION

Recent decades have witnessed significant changes in the provision of services for people with intellectual disability with a gradual move from long-stay institutions to community settings. However, this change by no means provides a guarantee that people with intellectual disabilities are actively participating or successfully engaging in activities with others who are not paid to support them in the community. A challenge facing many service providers is to find ways of empowering and enabling people with intellectual disability to participate in a meaningful way in their community.

At the meeting of the Board of Directors of the National Federation of Voluntary Bodies held on the 28th February, 2005, it was agreed that two new National Federation Sub Committees (Community Participation & Inclusion and Volunteering) would be established and in this regard, we invited nominations from all member organisations. Following a very positive response from members, both Sub Committees were set up in July 2005.

The aim of the Community Participation & Inclusion Sub Committee is to therefore explore, identify and develop strategies for promoting inclusive communities and increase the participation of people with intellectual disabilities within their communities.

The Terms of Reference of the Community Participation & Inclusion Sub Committee are as follows:

- To advise the Board of the National Federation of Voluntary Bodies on the barriers, incentives and solutions to community participation and inclusion issues identified by the Sub Committee and from research.
- To advocate, promote and expand the horizons of social inclusion of people with intellectual disabilities to enable people to live full and active lives of their choice.
- To identify, support and advance the development of 'best practice' policies in advocacy, community participation and inclusion within the National Federation Member Organisations.
- To develop strategies to provide opportunities for people with intellectual disabilities to be active members of their own communities.

Key Achievements in 2005:

Since its establishment, the Sub Committee have identified and discussed some of the barriers, incentives and solutions to community participation and inclusion and, in order to widen its understanding, they have also reviewed some of the relevant national and international documents and information sources in this area. Some of these publications include:

- Mainstreaming Specialist Study Group Report
- Disability & Social Exclusion
- Multinational Study of Attitudes Towards Individuals with Intellectual Disabilities

- Improving Life Chances
 - Inclusion Europe Reports/Materials
 - Included in Society
 - Barcelona Declaration Project
- The National Federation regularly disseminated information to the Sub Committee on national and international news events, resources, funding and training opportunities, and publications that relate to community participation and inclusion of people with intellectual disability. The Sub Committee has also shared examples of projects ongoing within member organisations to support and increase the participation and inclusion of people with intellectual disability in local communities.

3.7 VOLUNTEERING

Volunteering is an integral part of community activity within many of the member organisations of the National Federation of Voluntary Bodies. Volunteering plays an important and vital role in strengthening communities, increasing social involvement, stimulating active citizenship and improving the quantity and quality of services provided by our member organisations, whilst supporting individuals to develop new skills and reduce the levels of social isolation and exclusion often experienced by people with intellectual disability within the community. Consequently, by stimulating volunteering efforts it has the potential to enhance the lives of people with intellectual disabilities, improve links with communities and promote the development of corporate involvement within intellectual disability services in Ireland.

For many people, the Special Olympics 2003, the European Year of People with Disabilities 2002, and the United Nations 2001 International Year of the Volunteer were catalysts for renewed and rejuvenated interest in volunteering within the community. However, to maintain this interest and attract new volunteers, the National Federation of Voluntary Bodies acknowledged the growing need to recognise, celebrate, support and protect existing volunteers, whilst promoting the concept of volunteering and its benefits to both the wider community and business settings in Ireland. The National Federation of Voluntary Bodies also recognises the scope, image, barriers, experiences and the importance of volunteering (e.g. service delivery and building social capital) within the Intellectual Disability Sector are key objectives that require further research and development.

Accordingly, the National Federation of Voluntary Bodies' Board of Directors decided to establish a Volunteering Sub Committee with the following terms of reference:

- Advise the Board of the National Federation of Voluntary Bodies on volunteering issues.
- Enhance the capacity of member organisations to promote valuable involvement of volunteers and volunteering within their organisation.
- Build on the awareness created by the Special Olympics, the European Year of People with Disabilities and the UN International Year of Volunteers of the value of volunteering to the wider community and to service users using the member organisations services, their substructures and branch networks.
- Work with member organisations to ensure best practice in their recruitment, selection, training, ongoing support, monitoring and celebration of their volunteers contributions.
- Undertake research into volunteering within member organisations.
- Develop formative link with external bodies e.g., Special Olympics and Volunteering Ireland to support the development volunteering infrastructure nationally.
- Share information on the success of volunteer involvement thus promoting the value and benefits of involving volunteers within member organisations.

Key Achievements in 2005:

- In July 2005, a volunteering survey was developed and piloted. This survey is the first national study to be conducted within the intellectual disability services in Ireland and will enable the Volunteering Sub Committee to put volunteering on the agenda of the National Federation, Government Departments and other public authorities and national bodies.
- In November 2005, the comprehensive survey questionnaire was issued to all member organisations. Guidelines for completing the questionnaire and a background document on volunteering developments internationally and nationally was also issued to member organisations. Responses to this survey will be analysed in 2006 and thus inform and enable the Sub Committee to develop 'Best Practice Guidelines on Volunteering'.

- The Sub Committee considered a range of relevant publications to inform their work as follows:
 - Volunteering and Volunteers in Ireland 2005
 - Tipping the Balance 2002
 - White Paper Supporting Voluntary Activity 2000
 - Getting a Grip – Risk, Risk management and Volunteering 2005
 - The 21st century Volunteer 2005
 - Eurofestation 2004 - European Roadmap to 2010
 - Manifesto for Volunteering in Europe (CEV) 2003
 - Civic Expression: The Value of Volunteering 2001
- In July 2005, Indecon were appointed by the Department of Community, Rural and Gaeltacht Affairs to undertake an evaluation of progress in implementing the Government's White Paper on 'Supporting Voluntary Activity' and on other possible measures to further advance key principles to assist the voluntary sector. In this regard, the National Federation issued an information request to the Volunteering Sub Committee members and following the analysis of the responses, a submission was made to Indecon for their consideration.

3.8 NATIONAL FEDERATION OF VOLUNTARY BODIES PENSION SCHEME

The National Federation of Voluntary Bodies Pension Scheme operates on a defined contribution basis. After intensive lobbying by the National Federation of Voluntary Bodies, the Department of Health & Children agreed to establish the Scheme in 1996 to provide retirement and life assurance benefits for its members who are those people employed in the sector not covered by the Nominated Health Services Superannuation Scheme (NHSSS).

There are 1701 people from 22 different member organisations of the National Federation availing of the Scheme as at 31st December, 2005, and the value of the fund under management at this time was €38,110,662.

In February 2005 a meeting of all member organisations contributing to the above Pension Scheme took place to advise members on the escalating costs of the Permanent Health Insurance (PHI) element associated with the National Federation's Pension Scheme.

Over the past 2 – 3 years in particular, there has been a dramatic increase in the cost of this insurance which is funded out of the 2% payable by employers on behalf of each employee who are members of the Scheme. The Board noted the incapacity of the existing funding structure to meet the costs of the PHI element of the Pension Scheme, the accumulated debt arising from this, and the absence of any solutions which would address these issues satisfactorily. In this regard, the Board agreed to suspend the PHI Scheme with effect from 5pm on Friday, 11th March, 2005.

Key Achievements in 2005:

- Suspending the PHI Scheme had no impact on benefits payable to existing claimants and claims incurred prior to the date of suspension (i.e. 5pm on 11th March), but not reported by that date will be honoured by Irish Life at the end of the 26 week deferred period provided the claimant satisfies Irish Life's underwriting requirements. Death in service benefits and contributions to members individual pension funds were also not affected as a result of suspending the PHI element of the Pension Scheme.
- A Working Group was established to look at options for the reinstatement of the PHI element of the Pension Scheme and to meet and update the Department of Health & Children and Trade Unions on the suspension. The Working Group are currently organising a meeting with Cornmarket with a view to establishing a new salary protection scheme and are concluding discussions with Irish Life with regard to resolving the outstanding debt.

3.9 GARDA VETTING

The issue of securing garda clearance for prospective employees / volunteers was raised again in 2005 as a serious matter of concern for National Federation of Voluntary Bodies Member Organisations.

Key Achievements in 2005:

- A Working Group was established to address the vetting related issues that were identified and to liaise with the Garda Vetting Unit.
- Discussions took place with the vetting unit in late 2005 and staff members have been very co-operative in seeking to address the issues of concern to National Federation members.

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

2005 was a particularly busy year for the Training & Development Sub Committee under the Chairmanship of Mr. Brendan Broderick, Sisters of Charity of Jesus & Mary. Membership of the Sub Committee is drawn from training and development personnel across National Federation of Voluntary Bodies Member Organisations. The remit of the Sub Committee includes identifying and planning appropriate responses to the education, training, development and learning needs of members and acting as a network, to share information and resources regarding staff training and associated human resource related matters.

Key Achievements in 2005:

- Work continued during 2005 on the development of a comprehensive **9-day training programme for Front Line Managers** working in the intellectual disability sector. Extensive consultation was undertaken with National Federation Member Organisations in relation to the training programme content and 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 being developed is the provision of person centred quality services to service users. This emphasis seeks to ensure that service provision and supports are co-ordinated around the person in a holistic manner that reflects the unique requirements and needs of each person.
- In August 2005 advertisements were placed in the national press seeking tenders for the development of the materials for the Front Line Managers Training programme. Arising from the tendering process The Performance Partnership, in conjunction with the University of Limerick Business School, were awarded the contract. The Front Line Managers Training Programme will be accredited as a Certificate in Management [Health or Learning Disability], Level 6, in the National Framework of Qualifications.

4.2 COMPETENCIES FOR SUPPORT SERVICE STAFF / MANAGERS

In 2004 SHL (Ireland) was commissioned by the HSE Health Management (previously the Office for Health Management) to identify the primary management skills and attributes required by managers employed in the support services area.

Key Achievements in 2005:

- During early 2005 the National Federation of Voluntary Bodies arranged for employees from across the relevant grades within the intellectual disability sector to take part in the various focus groups, interviews and consultation sessions that were organised by SHL to feed into the competency framework that was developed.
- The competencies identified for Support Service Staff & Managers included amongst others managing performance, communicating and influencing, motivating, developing and empowering, quality and customer focus.

- The competencies aim to assist staff / managers in identifying areas of more / less effective performance and to build their skills in key areas.
- The work of SHL and the National Steering Committee was completed in mid 2005. The training needs of staff and managers in the support service grades will be addressed through the SKILL Project which also commenced in 2005.

4.3 SKILL PROJECT

The SKILL Project is targeted at the 24,500 staff employed within the Support Service Grades across the health service. It is estimated that approximately 3,560 of these staff are employed in the intellectual disability sector (14.5 per cent). The overall purpose of the SKILL Project is *“to educate, develop and train support staff in the health services to the optimum of their abilities in order to enhance their role and the quality of services to patients / clients”*. The SKILL Project will operate over the period 2004-2008 and the National Federation of Voluntary Bodies is represented on the SKILL Project Steering Group by Mr. Brendan Broderick, Sisters of Charity of Jesus & Mary.

Key Achievements in 2005:

- In early 2005 the SKILL Project Management Team held a series of regional briefing sessions regarding the project which were attended by National Federation Member Organisations.
- In addition to the briefing sessions a ‘Training & Learning Needs’ questionnaire was circulated to Support Service Staff and Managers working in the intellectual disability sector.
- Building on the competency framework that was developed by SHL (Ireland) a total of 20 competencies were identified for Support Service Staff - 8 core competencies that are of relevance to all grades and 12 role specific competencies. A total of 10 competencies were identified for Support Service Managers. These competencies will inform the design and content of the training initiatives being commissioned through the SKILL Project that will be rolled out during 2006.
- In May 2005 a briefing session was organised by the National Federation of Voluntary Bodies in relation to the ‘Second Chance Key Skills Project’ which was targeted at staff within the support service grades as part of the SKILL Project. The programme focused on developing support staff skills in key areas – literacy, numeracy, computers, communications, etc.

4.4 IDENTIFICATION OF STAFF TRAINING NEEDS WITHIN ALL

NATIONAL FEDERATION OF VOLUNTARY BODIES MEMBER ORGANISATIONS

One of the expressed aims of the National Federation of Voluntary Bodies Training & Development Sub Committee is to facilitate the identification, planning and prioritisation of appropriate responses to the education, training, development and learning requirements of member organisations.

Key Achievements in 2005:

- The Training & Development Sub Committee sought detailed input from National Federation member organisations regarding staff training priorities and current challenges in addressing the learning needs of staff.
- A detailed questionnaire was designed and circulated to National Federation members with the primary objectives of the questionnaire being to identify the gaps in current training provision within organisations, to identify the future training needs of organisations and to enable the National Federation of Voluntary Bodies to plan / prioritise responses to the training needs identified.
- In early 2005 the analysis of the findings of the questionnaire was completed with the preliminary findings being presented at the National Trainers Networking Event that was held in April 2005.
- One of the highlights of the National Federation of Voluntary Bodies activities during 2005 was the

networking event - 'Learning Together – A National Trainers Networking Event' which took place on April 5th & 6th 2005. The overall aim of the event was to facilitate those responsible for staff training & development to network with others in similar posts regarding current work practices, challenges and opportunities.

- The networking event was designed to allow for maximum interaction between participants and included parallel workshops that focused on priority training and development topics such as management development, responding to challenging behaviour, team building, effective employee induction, promoting quality, accreditation and training. As part of the event a range of external training providers were invited to attend and to take part in an exhibition. This afforded training providers the opportunity to meet with those directly responsible for planning training and commissioning training initiatives, to raise their organisations profile and to develop contacts within the intellectual disability sector.

4.5 NATIONAL E-LEARNING PILOT PROJECT

By the end of the first quarter of 2005 almost 1,800 employees from across the health service had registered to participate in the National eLearning Pilot Project which was co-ordinated by the HSE Health Management. A total of 260 of these learners were from the intellectual disability sector, representing 14 organisations. The purpose of the eLearning Pilot Project was to ascertain the potential and challenges to be faced in using technology as a means of learning. Learners who registered with the site were encouraged to undertake two on-line courses and to complete an evaluation form outlining their experience.

Key Achievements in 2005:

- Feedback was sought from the 14 intellectual disability organisations that took part in the eLearning Pilot Project and this indicated that overall it was a very positive experience, that the course materials were easily accessible and that the elearning format was user friendly.
- The National Federation of Voluntary Bodies was represented on this National eLearning Pilot Project by Ms. Geraldine Boland, St. Michael's House and Ms. Jillian Sexton, National Federation of Voluntary Bodies.

4.6 MANAGING PEOPLE - MANAGEMENT DEVELOPMENT PROGRAMME

During 2005 the National Federation of Voluntary Bodies accessed funding through the HSE Health Management (former Office for Health Management) to run a series of management development programmes which would enhance managers' understanding of competency frameworks and develop their competencies in the area of 'Managing People'. The programmes draw on the competency frameworks developed by the HSE Health Management and are targeted at Health and Social Care Professionals and Clerical / Administrative Managers (Grade V to Senior Managers).

Key Achievements in 2005:

- Following a comprehensive tendering process the Open Training College was awarded the contract to develop the programme materials and to deliver a series of managing people programmes.
- The development of the programme materials took place in the final quarter of 2005 with the pilot programmes due to commence in early 2006.

4.7 EDUCATION

The National Federation of Voluntary Bodies Education Sub Committee, which is chaired by Ms. Maura Nash, Chief Executive Officer, COPE Foundation, Cork, considers all areas of education of interest to member organisations, including school provision, special schools, education for people with a significant disability and adult education or lifelong learning. Its terms of reference are as follows:

- Advise the Board of National Federation of Voluntary Bodies on issues relevant to education of children and adults with intellectual disability.
- Identify national and international issues in relation to appropriate education provision to children and adults with development delay and intellectual disability.
- Advise on required actions to impact on priority issues, on policy and structures to make appropriate education provision for children and adults a reality.
- Provide a forum to consult with members on priority issues.
- Provide a network for members to share information.

Key Achievements in 2005:

- The National Federation of Voluntary Bodies made a submission to the Centre for Early Childhood Development & Education (CECDE) on the supports acquired to enable practitioners to fully implement the National Quality Framework for Early Childhood Care & Education.
- The National Federation of Voluntary Bodies co-ordinated the facilitation of nominees from member organisations to present at the induction training of 70 recruited Special Educational Needs Officers (SENOs) around the country.
- In November 2005 following consultation with member organisations, the Education Sub Committee reviewed its terms of reference and invited new members to participate. Following a very positive response the revamped committee met and agreed a work plan for 2006 / 2007. In preparation for the re-launch, an information pack on international and national education developments and research in areas of inclusion, mainstreaming and special needs education, individual education plans and supports was prepared and distributed.
- During 2005, the Education Sub Committee continued to network and strengthen links with the European Association of Service Providers for People with Disabilities' (EASPD) Education Standing Committee, Inclusion Europe, Department of Education & Science, Health Services Executive, Department of Health & Children, Centre for Early Childhood Development & Education and the National Council for Special Education (NCSE).
- In December 2005, the National Federation of Voluntary Bodies was invited by the National Council for Special Education (NCSE) to make a submission on the "Implementation of the Education for People with Special Educational Needs Act (EPSEN) 2004". In preparation for this submission a detailed questionnaire was prepared by the Education Sub Committee and forwarded to each member organisation with the following objectives.
 - Ensure that the National Federation of Voluntary Bodies adequately represent the key challenges and issues being experienced by service providers delivering educational services.
 - Clarify and quantify the role of the National Federation of Voluntary Bodies in the provision of educational services and supports to people with intellectual disability.
 - Highlight significant areas of concern in the implementation of the EPSEN Act 2004 and Disability Act 2005.
 - Detail the National Federation of Voluntary Bodies recommendations in relation to all sections of the EPSEN Act 2004.
 - Propose a prioritised approach to the implementation of both Acts, which articulates the vision of the National Federation in respect of the future of education of people with intellectual disability.

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, was set up in February 2003, and has been extremely active, responding to a wide variety of issues on research on behalf of National Federation members organisations. Its establishment was born out of 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.

The Terms of Reference for the Research Sub Committee are as follows:

- Advise the Board of the National Federation of Voluntary Bodies on research issues.
- Identify key areas of research for the National Federation of Voluntary Bodies and to explore the potential of developing a cohesive plan of research actions.
- Assist the National Federation in developing research proposals for funded and non-funded research.
- Provide support for National Federation research projects through participation in project advisory committees.
- Disseminate the research undertaken by the National Federation and the member organisations, and to highlight the benefits for service users and their families (using the National Federation website, newsletters, conferences, etc.)
- Encourage informal networking and to facilitate interagency cooperation on research projects among the member organisations.
- Highlight the research activities of the National Federation and its members with EASPD, IASSID and the NDA and to encourage closer co-operation where appropriate.
- Debate best practice and develop guidelines in disability research based on national and international evidence.

Key Achievements in 2005:

- In July 2005, the Research Sub Committee published *"Guidelines for Researchers Interviewing People with an Intellectual Disability"*. The guidelines are primarily developed for researchers carrying out interviews with people with an intellectual disability and should be used in conjunction with their own organisation's policy on carrying out research. Three copies of the publication were distributed to all member organisations and is available on the National Federation website.
- A number of Research Skills Workshops were planned and organised by the Research Sub Committee, the first workshop focused on "European Funding Opportunities and How to Overcome the Obstacles" and was facilitated by Dr. Sean McCarthy from Hyperion Ltd.
- The National Federation has formulated links with Frontline Magazine and it has been agreed that two pages will be set-aside in each issue per quarter for the National Federation Research Sub Committee Members to submit research articles, following the increase of subscriptions to Frontline from Member Organisations.
- As part of the review of the existing website undertaken by the National Federation, the Research Sub Committee recommended and it was agreed that a research database would be established on the new

National Federation website in order to provide a platform to showcase research undertaken by Member Organisations to the wider community.

- The Research Sub Committee continues to network and build links with the Health Research Board, the National Disability Authority, Inclusion Ireland, Central Statistics Office and Health Service Executive on a range of research developments from the perspective of its application to people with intellectual disability, families, staff and/or service providers.
- The National Federation continued to disseminate research to the Research Sub Committee undertaken by the National Federation, Member Organisations and other external individuals and/or groups, in addition to information on national and international research events, papers, funding opportunities, training and/or resource materials, where relevant.

5.2 NATIONAL STUDY OF QUALITY AND COSTS OF DIFFERENT MODELS OF SUPPORTED ACCOMMODATION FOR PEOPLE WITH INTELLECTUAL DISABILITY IN IRELAND

In early 2005, the National Disability Authority, National Federation of Voluntary Bodies, Inclusion Ireland and Health Service Executive jointly initiated a research project to develop a national strategy for residential services for people with an intellectual disability in Ireland through the comparative analysis of the quality and costs of different residential service delivery models for people with disabilities in Ireland, in particular high-density residential homes or institutions, and low-density, community-based homes.

Key Achievements in 2005:

- An international Literature Review was completed.
- A project work plan was finalised. The project will be ongoing in 2006 and the aim is to produce the final report by March 2007.

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

"I was in the unfortunate position 36 years ago of being told that my son had a disability. The news was delivered brutally with no support then or afterwards. My follow-up appointment was a full 6 months later. Because of this negative experience I was very willing to participate in a project whose purpose was to develop best practice in informing families of their child's disability.

The development of these guidelines is of the utmost importance. The way in which parents are given this news and the overall circumstances pertaining have a profound impact at this painful and traumatic time. While there have been some improvements in the past 36 years, a much more structured and holistic approach is necessary.

I would like the outcome of our work to be the consistent, sensitive and caring handling of parents by the professionals involved and a good support and follow-up system put in place. I believe that the work completed to date should help to move practice to a new and better level." - A Parent.

To mark the European Year of People with Disabilities 2003, the National Federation of Voluntary Bodies and the Health Services National Partnership Forum (HSNPF) initiated a project to develop national best practice guidelines for informing families of their child's disability. The project was undertaken in response to feedback from many parents to member organisations of the National Federation, over a long period of time, indicating that their experiences of being told of their child's disability had been distressing, and that there was an urgent need for training and guidelines to address deficits in this area. This feedback was reinforced by responses to the National Federation Secretariat with regards to an Irish Times article in January 2004, on the topic of how families are given the news. The project work began in April of 2004 with the employment of Ms. Alison Harnett, Informing Families Project Co-ordinator, and continued throughout 2005.

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, or supporting families who have been given their child's diagnosis.

The research of the Informing Families project is guided 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 HSNPF, the Department of Health and Children, the HSE, the National Federation of Voluntary Bodies, professional bodies and unions of the disciplines involved in informing families, and from the relevant training bodies.

During the planning phase of the project, the Informing Families Steering Committee recommended that the guidelines developed for how families are told the news of their child's disability should be informed by wide-ranging consultation with all key stakeholders, and by evidence based research.

The programme developed to meet with these criteria included the following elements:

- A comprehensive national and international literature review.
- Seven consultative focus groups with parents of children with disabilities (physical, sensory and intellectual), from around Ireland.
- Consultative focus groups with fourteen individual disciplines of professionals involved in providing the news to parents that their child has a disability, or in supporting them immediately thereafter.
- National Questionnaire Survey to 600 parents of children with disabilities.
- National Questionnaire Survey to a wide sample of professionals providing the news to families of their child's disability.

Key Achievements in 2005:

- A comprehensive literature review was completed in 2005. A key finding to emerge from the literature review was that there was a lack of Irish research on a national level focussing on the area of policy and practice in informing families, thus underlining the importance of undertaking consultation and research through the *Informing Families Project* in order to indicate current practice, and to inform the development of appropriate Irish guidelines.
- A key deliverable from the focus group consultation is to align the recommendations and experiences detailed in the parent focus groups with the recommendations and experiences of those who deliver the news of disability to families, and to work on a strategy for best practice that encompasses and addresses the needs from both of these perspectives.
- During 2005 planning took place for fourteen focus groups with individual disciplines that have been identified as being involved in communicating the news to parents that their child has a disability, or in supporting them immediately thereafter.
- During 2005, a questionnaire survey was developed through examination of international studies, and the adaptation of a questionnaire instrument used by the *'Right From the Start'* Group in the UK. Ethical approval for the questionnaire was sought and secured via the St. Michael's House Research Ethics Committee.
- The Parent Questionnaire was piloted in four organisations; two intellectual disability service providers (one using a group feedback session and one postal survey); one physical disability service provider (postal survey) and one sensory disability service provider (postal survey).
- A successful joint submission from the two projects was made in 2005 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 will be concluded in 2006. Its' aim is 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* began planning in 2005 for a joint seminar to take place in April 2006. The aim of the seminar will be 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.
- Consultation continued in 2005 with all key stakeholders to ensure that a coherent and effective dissemination, implementation, and training strategy is put in place for the National Best Practice Guidelines.
- Planning began in 2005 to explore options for developing a pilot scheme through which to apply the Guidelines, in order to inform roll-out on a wider basis.
- Work also began in 2005 on the development of proposals to put in place resources to address information needs of parents and professionals identified through the Informing Families consultation and research programme.

APPENDIX 1:

NATIONAL FEDERATION OF VOLUNTARY BODIES BOARD OF DIRECTORS

Board of Directors:

Mr. Brendan Broderick, Sisters of Charity of Jesus & Mary (Chairperson)

Mr. Paul Ledwidge, St. Michael's House

Mr. Tony Darmody, Kerry Parents & Friends Association

Mr. Wally Freyne, Daughters of Charity Services

Ms. Maura Donovan, Stewarts Hospital

Mr. Jimmy Gilmartin, Sisters of La Sagesse

Bro. Laurence Kearns, Hospitaller Order of St. John of God Services

Ms. Edith Kennedy, MIDWAY

Mr. Christy Lynch, KARE

Mr. Vincent Millet, Irish Sisters of Charity

Ms. Maura Nash, COPE Foundation

Mr. Michael Noone, Sunbeam House Services

Mr. John O'Dea, Western Care Association

Ms. Winifred O'Hanrahan, Brothers of Charity Services

Mr. Bob Sillery, Brothers of Charity Services Limerick

APPENDIX 2:

NATIONAL FEDERATION OF VOLUNTARY BODIES SUB COMMITTEES, WORKING GROUPS & REPRESENTATIVES ON NATIONAL COMMITTEES

Community Participation & Inclusion Sub Committee:

Ms. Yvonne Bohane, DARA Residential Services (Chairperson)
Mr. Kevin Barnes, RehabCare
Mr. Richard Collins, Brothers of Charity Clare
Ms. Cabrina de Barra, Brothers of Charity Clare
Ms. Roisin Deery, MIDWAY Services
Ms. Catherine Devine, Walkinstown Association
Mr. Brian Donohue, Galway Supported Employment
Ms. Theresa Doyle, Sisters of Charity of Jesus & Mary
Ms. Martine Healy, Meath Association
Ms. Claire Maher, Brothers of Charity Clare
Ms. Ann O'Callaghan, St. Joseph's Foundation
Ms. Eileen O'Mahony, Cheeverstown
Mr. Pat O'Shea, Brothers of Charity Limerick
Ms. Mary Lucey Pender, Daughters of Charity
Mr. Dermot Rafter, SOS Kilkenny
Mr. Kevin Ryan, St. John of God Services
Ms. Janet Swinburne, National Federation of Vol. Bodies

Education Sub Committee:

Ms. Maura Nash, COPE Foundation (Chairperson)
Ms. Mary Byrne, St. Aidan's
Mr. John Colfer, Brothers of Charity, Galway
Ms. SORCHA Connellan, Brothers of Charity
Mr. Denis Cronin, Daughters of Charity Service
Ms. Roisin Deery, MIDWAY Services
Mr. Noel Dillon, St. Michael's House
Ms. Phil Gray, Hospitaller Order of St. John of God
Ms. Catherine Jackman, Cheeverstown House
Mr. Martin McGrenery, Sisters of Charity of Jesus & Mary
Sr. Aine McNamara, Daughters of Charity Service
Mr. Gerry Mulholland, Stewarts Hospital
Ms. Bridget Nolan, Galway County Association
Ms. Janet Swinburne, National Federation of Voluntary Bodies
Ms. Maria Walls, 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:

Ms. Maura Donovan, Stewarts Hospital Services Ltd (Chairperson)
Ms. Shona Boyne, Rehab Care
Ms. Pauline Brennan, Western Care Association
Ms. Eileen Carr, Malta Services Drogheda (formerly Order of Malta Regional Services)
Ms. Helen Clinton, St. Anne's Service
Ms. Anne Coffey, KARE
Mr. Francis Coughlan, SOS Kilkenny
Mr. Paul Egan, Sisters of La Sagesse
Mr. Brain Gallagher, Cheeverstown House
Ms. Dympna Gibbons, Daughters of Charity
Mr. Adrian Harney, Galway County Association
Ms. Olive Leonard, Sisters of Charity of Jesus & Mary
Ms. Marie Lenihan, Kerry Parents & Friends Association
Mr. Gerry Mulholland, Stewarts Hospital Services Ltd

Mr. Liam Murphy, Brothers of Charity Services, Cork
Ms. Aine O'Callaghan, COPE Foundation
Mr. John Pepper, Hospitaller Order of St. John of God
Mr. Nessian Rickard, St. Michael's House
Ms. Eileen Skehan, Sisters of the Bon Sauveur
Ms. Jillian Sexton, National Federation of Voluntary Bodies
Ms. Maria Walls, National Federation of Voluntary Bodies

Quality Sub Committee:

Mr. John O'Dea, Western Care Association (Chairman)
Ms. Brigid Butler, Hospitaller Order of St. John of God
Mr. Sean Conneally, Brothers of Charity Galway
Ms. Eileen Costello-Conneely, Galway County Association
Ms. Yvonne Downey, Ard Aoihbhinn
Ms. Kay Downey Ennis, Daughters of Charity
Ms. Heather Hogan, Sisters of Charity of Jesus & Mary
Mr. Tom Hughes, Western Care Association
Ms. Sarah Kelly, KARE
Ms. Ruth McBrien, St. Anne's Service
Dr. Bob McCormack, St. Michael's House
Ms. Mary McGrath, Sisters of the Bon Sauveur
Mr. Michael Noone, Sunbeam House Services
Ms. Eileen O'Mahony, Cheeverstown House
Sr. Bernie O'Sullivan, COPE Foundation
Ms. Teresa Ryan, Brothers of Charity Limerick

Research Sub Committee:

Dr. Bob McCormack, St. Michael's House (Chairperson)
Dr. Nick Blitz, Camphill Communities
Ms. Kay Downey-Ennis, Daughters of Charity
Dr. Bernie Fay, Sisters of Charity of Jesus and Mary
Dr. Aine Kelly, St John of God Hospitaller Services
Ms. Gina Magliocco, Brothers of Charity
Ms. Anne McCarthy, Stewarts Hospital
Ms. Kathleen Morris, Rehab Care
Ms. Janet Swinburne, National Federation of Voluntary Bodies
Ms. Edel Tierney, Cope Foundation
Ms. Maria Walls, National Federation of Voluntary Bodies

Services Development 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. Christy Lynch, KARE
Mr. John O'Dea, Western Care Association
Mr. Winifred O'Hanrahan, Brothers of Charity Services
Mr. Pat O'Toole, St. Christophers
Mr. Brendan Sutton, Cheeverstown House
Mr. Brian O'Donnell, National Federation of Voluntary Bodies

Training & Development Sub Committee:

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

Vocational Training & Employment Sub Committee:

Mr. Christy Lynch, KARE (Chairman)
 Ms. Mary Desmond, COPE Foundation
 Ms. Maureen Dunne, Daughters of Charity
 Mr. Michael Fleming, Brothers of Charity Galway
 Mr. Trevor Jacob, Co. Wexford Community Workshop
 Ms. Edith Kennedy, MIDWAY
 Mr. Michael Noone, Sunbeam House Services
 Ms. Maria Walls, National Federation of Voluntary Bodies

Volunteering Sub Committee:

Ms. Anne Byrne, KARE (Chairperson)
 Mr. Gareth Bailey, Daughters of Charity Service
 Ms. Róisín Deery, MIDWAY Services
 Br. Terence Flynn, St. John of God Hospitaller Services
 Ms. Linda Keane, Galway County Association
 Ms. Susan McGill, Brothers of Charity, South Eastern Region
 Mr. Peter McKeivitt, RehabCare
 Mr. Gerry McLaughlin, Sisters of Charity of Jesus & Mary
 Ms. Breda McMahon, Children's Sunshine Home
 Mr. Jerry Mullane, COPE Foundation
 Ms. Kathleen O'Callaghan, St. Joseph's Foundation
 Ms. Mary O'Connell, Brothers of Charity, Limerick
 Ms. Martina Rynne, Brothers of Charity, Ennis
 Ms. Kathleen Sherry, SOS Kilkenny Ltd
 Ms. Janet Swinburne, National Federation of Voluntary Bodies

DEPARTMENT OF HEALTH & CHILDREN:

Implementation Committee

Mr. Tom Hogan, Galway County Association;
 Mr. Paul Ledwidge, St. Michael's House;
 Ms. Winifred O'Hanrahan, Brothers of Charity;
 Mr. Brian O'Donnell, National Federation of Voluntary Bodies.

National Monitoring Committee

Mr. Brian O'Donnell, National Federation of Voluntary Bodies
 Mr. Tom Hogan, Galway County Association

National Intellectual Disability Database

Mr. James Roche, 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

Mr. Brendan Broderick, Sisters of Charity of Jesus & Mary

HSE – EMPLOYERS AGENCY:

National Advisory Group

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

Health Services National Partnership Forum:

Mr. Brian O'Donnell, National Federation of Voluntary Bodies

HSE - EA & National Federation of Voluntary Bodies – Sub Committee

Ms. Elva Gannon, HSE - EA
 Mr. Brendan Mulligan, HSE-EA
 Mr. Brian Gallagher, Cheeverstown House
 Mr. Gerry Mulholland, Stewarts Hospital
 Mr. John Pepper, Hospitaller Order of St. John of God
 Ms. Maria Walls, National Federation of Voluntary Bodies

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

Mr. John Pepper, Hospitaller Order of St. John of God

Health Services Skills Group

Ms. Maria Walls, National Federation of Voluntary Bodies

Flexible Working Group

Mr. Paul Egan, Sisters of La Sagesse

Health Service National Joint Council

Mr. Nesson Rickard, St. Michael's House

HSE-EA – Compensation Scheme for Assault at Work

Mr. Liam Murphy, Brothers of Charity, Cork

HSE-EA – Performance Management Systems

Mr. Gerry Mulholland, Stewarts Hospital

Joint Partnership Committee – Non Nursing Grade:

Ms. Maura Donovan, Stewart's Hospital, Dublin

Dignity at Work:

Ms. Maura Donovan, Stewarts Hospital
 Ms. Jillian Sexton, Stewarts Hospital

Trust in Care:

Ms. Maura Donovan, Stewarts Hospital
 Ms. Jillian Sexton, Stewarts Hospital

Equality of Opportunity / Accommodation Diversity:

Ms. Maura Donovan, Stewarts Hospital

Sustaining Progress Modernisation Agenda:

Mr. Liam Murphy, Brothers of Charity Cork

NATIONAL DISABILITY AUTHORITY:

Disability Legislation Consultation Group

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

National Disability Authority Mental Health Advisory Committee:

Ms. Winifred O'Hanrahan, Brothers of Charity, Galway

National Disability Authority Research Advisory Committee:

Ms. Maria Walls, National Federation of Voluntary Bodies

National Disability Authority Standards Advisory Committee:

Mr. Brian O'Donnell, National Federation of Voluntary Bodies
 Mr. Tom Hughes, Western Care Association

NURSING:

An Bord Altranais Planning Meeting Re: Continuing Education for Nurses

Ms. Mary Reynolds, Daughters of Charity

National Council for the Professional Development of Nursing and Midwifery

Ms. Maura Nash, COPE Foundation

Pre Registration Nursing Education & Training

Mr. John Griffin, Sisters of La Sagesse, Sligo

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

Ms. 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

Mr. John Griffin, Sisters of La Sagesse, Sligo

ERHA Nurse Practice Development Initiative:

Ms. Kay Downey Ennis, Daughters of Charity

HSE - HEALTH MANAGEMENT:

Consultative Committee:

Ms. Maria Walls, National Federation of Voluntary Bodies

E-Learning Committee:

Ms. Sarah Baars / Geraldine Boland, St. Michael's House
Ms. Jillian Sexton, National Federation of Voluntary Bodies

Competencies for Health & Social Care

Professionals:

Ms. Jillian Sexton, National Federation of Voluntary Bodies

OTHER:

Accredited Course in Advocacy – Comhairle & Sligo Institute of Technology

Mr. Gerard Gibbons, Sisters of La Sagesse

National Accreditation Committee:

Mr. Eddie Denihan, Stewarts Hospital

Codes of Practice for the Operation of Sheltered Workshops

Mr. Christy Lynch, KARE

FOI Public Service Users' Network

Ms. Breda Casey, National Federation of Voluntary Bodies

Higher Education & Training Accreditation Committee

Ms. Maria Walls, National Federation of Voluntary Bodies

Health & Safety Authority Advisory Committee on the Health Services Sector

Mr. Jim Kinsella, Stewarts Hospital

Centre for Early Childhood Development & Education (CECDE)

Ms. Maria Walls, National Federation of Voluntary Bodies

Department of Social & Family Affairs - Disability Consultative Committee

Mr. Patrick McGinley, Brothers of Charity, Galway

Social Work Forum:

Ms. Anne Coffey, KARE

National Federation of Voluntary Bodies Pension Scheme

Mr. Tony Darmody, Kerry Parents & Friends Association (Chairman)

Mr. Tom Hogan, Galway County Association

Mr. John O'Dea, Western Care Association

Mr. Brian O'Donnell, National Federation of Voluntary Bodies

Informing Families Steering Group:

Dr. John Hillery, Medical Council of Ireland (Chairperson)

Ms. Karen Canning, Parent Representative

Ms. Anthony Casey, Parent Representative

Dr. Claire Collins, The Irish College of General Practitioners

Ms. Mary Egan, Parent Representative

Ms. Margaret Farrelly, Psychological Society of Ireland

Ms. Bernie Fay, National Social Work Qualifications Board

Ms. Ann Field, Department of Health & Children

Dr. Stephen Kealy, Sisters of Charity of Jesus & Mary and Inclusion Ireland

Ms. Annette Kennedy, Irish Nurses Organisation

Ms. Suzanne Kirwan, HSE

Ms. Joan Lalor, HRB Clinical Research Fellow & Midwifery Doctoral Student

Ms. Anne Mulvihill, Irish Association of Speech & Language Therapists

Mr. Eamon Naughton, Health Services National Partnership Forum

Ms. Catherine Rourke, Brothers of Charity Galway

Mr. Thomas Kearns, An Bord Altranais

Ms. Anne Walker, St. Michael's House

Ms. Alison Harnett, National Federation of Voluntary Bodies

Mr. Brian O'Donnell, National Federation of Voluntary Bodies

Ms. Maria Walls, National Federation of Voluntary Bodies

Safe Administration of Medication Working Group:

Mr. David Kieran, St. Anne's, Roscrea (Chairperson)

Mr. Peter Boland, St. Ita's, Portrane

Ms. Brigid Butler, St. John of God Services

Ms. Carmel Byrne, St. Michael's House

Ms. Deirdre Carroll, Inclusion Ireland

Ms. Hilary Coates, RCSI

Ms. Deirdre Fay, Brothers of Charity

Ms. Marie Grimes McGrath, St. Anne's Services

Ms. Heather Hogan, Sisters of Charity of Jesus and Mary

Ms. Christine Hughes, National Council for Nursing and Midwifery

Ms. Mary McArdle, Department of Health and Children

Ms. Audrey Mee, St. Hilda's, Athlone

Mr. Richard Morton, Co-Action West Cork

Ms. Una Nagle, Brothers of Charity, Cork

Ms. Patricia Noonan-Walsh, UCD

Ms. Linda O'Leary, Dara Residential

Ms. Anna Plunkett, St. John of God, Drumcar

Ms. Anne Marie Ryan, Nursing Board

Ms. Luck van Erwegen, Sisters of Charity of Jesus and Mary

Ms. Kathleen Walsh, An Bord Altranais

Mr. Joe Wolfe, Joe Wolfe and Associates

Ms. Maria Walls, National Federation of Voluntary Bodies

Affiliates:

Ard Aoibhinn Centre, Wexford; BEAM Services, Carlow; Association of Parents & Friends of the Mentally Handicapped, Carrickmacross Co. Ltd; Brothers of Charity Services; Camphill Communities of Ireland; Cheeverstown House, Dublin; Children's Sunshine Home, Dublin; 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; Galway Association; 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; Meath Association for the Mentally Handicapped Ltd.; MIDWAY, Meath; Moore Haven Centre, Tipperary; North West Parents & Friends Association, Sligo; Peacehaven, Co. Wicklow; Peamount Hospital, Dublin; Prosper Fingal, Dublin; RehabCare; Sisters of Charity of Jesus & Mary; Sisters of La Sagesse, Sligo; Sisters of the Bon Sauveur, Waterford; SOS Kilkenny Ltd.; 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 Association for Mental Handicap; Western Care Association, Mayo; Windmill Therapeutics Training Unit, Wexford.

The National Federation of Voluntary Bodies Providing Services to People with Intellectual Disability is a National Umbrella Organisation for voluntary / non-statutory agencies who provide direct services to people with intellectual disabilities in Ireland. Our members are both voluntary and religious bodies with a clear vision rooted in the respect for and the dignity of the person. In all, our National Federation comprises some 61 affiliated organisations who between them account for in excess of 85% of this country's direct service provision to people with intellectual disabilities.



NATIONAL FEDERATION OF VOLUNTARY BODIES

Providing Services to People with Intellectual Disability

**Oranmore Business Park,
Oranmore, Galway.
Tel: (091) 792316
Fax: (091) 792317
Email: secretariat@fedvol.ie
Web: www.fedvol.ie**