

NATIONAL FEDERATION OF VOLUNTARY BODIES

Providing Services to People with Intellectual Disability

**National Federation of
Voluntary Bodies Secretariat**

**ANNUAL
REPORT
2015**



COVER ARTWORK BY

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Carmel lives in Carriglea, Dungarvan, Co. Waterford.

Carmel is very interested in fashion, music, flower arranging and painting. She loves clothes and accessories and particularly likes bright colours. Carmel is an artist who enjoys painting and her friend Siobhan helps with that sometimes. She also enjoys flower arranging and likes to have fresh flowers in her bed-room.

Carmel's favourite musician is Nathan Carter who she went to see in concert and was proud to have her photograph taken with.

Carmel loves to have a cup of tea and a chat anytime!

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1. Provide guidance and leadership to our member organisations in the shaping and implementation of National Policy

2. Consolidate our commitment to continuous quality improvement and innovation

3. Ensure that staff employed and volunteers engaged by member organisations are equipped with the competencies and skills necessary to implement national policy relating to people with intellectual disability

4. Deepen our relationship with key stakeholders in addressing issues of mutual concern in meeting the support needs of people with disabilities

5. Comprehensively review the funding and financial issues affecting the sector

6. Efficient & effective operation of the National Federation of Voluntary Bodies Secretariat and Company

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Chairperson's Statement

In spite of the many difficulties and challenges presenting in 2015 service providers continued to provide excellent supports and services right across the country. The work of all care staff working closely with the people who they support, their families and the HSE ensured, that despite the financial crisis, essential services were maintained and in many instances improved.

More young adults accessed supports when leaving school and more people received day supports in line with the New Directions policy. Many emergency cases throughout the country were responded to and compliance rates with the HIQA standards continued to show steady improvement.

As a sector, we continue to promote and foster a culture of innovation in our services and increasing numbers of people are being supported to live self-directed lives.

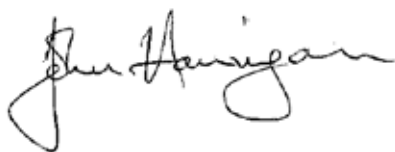
As a National Federation we have always held a strong advocacy role and, in line with this, we continued to advocate on behalf of individuals who require supports, and their families, in 2015.

The enormity of the challenges facing member organisations in terms of funding to maintain essential services, responding to emergencies, and to new and changing needs, all overlaid by significant funding requirements to ensure HIQA compliance, means that many are in crisis and concerned about their future viability. During 2015 we have worked hard with the HSE, and with Government, to highlight these concerns with some success. But more is required and I am happy that the future leadership of the National Federation is well placed to undertake this important work.

I step down this year after two years as Chairperson. There have been many challenges over the last two years and there will be many more into the future but we are well serviced by an excellent Executive Team, led by Brian O'Donnell and supported excellently by the rest of the Secretariat Team in Oranmore, Co. Galway. The role of Chairperson would be impossible without their excellent guidance and support. My sincere thanks to them for all that they did during my term in office.

I would also like to thank my fellow Board Members for their diligence and support over the last two years. There have been many challenges that their expertise, experience and dedication have helped me, the Secretariat, and the membership, to navigate through. The sector is fortunate to have so many excellent leaders in its midst.

I welcome the appointment of Breda Crehan-Roche as my successor. Breda has great vision, insight and leadership qualities that will enable the National Federation to continue its excellent work, promote the work it does and ensure that it maintains its rightful place in the influencing of policy and funding decisions within this sector.



**John Hannigan,
Chairperson.**



Chief Executive's Statement



I am very happy to present our Annual Report of the activities of the Secretariat of the National Federation of Voluntary Bodies for 2015 and invite you all to read about the extensive range of activities carried out by the Secretariat Team, during what was an exceptionally busy and challenging year. Guided by our Service Plan, which was approved by our Board of Directors in early 2015, our activities are divided into the following general areas:

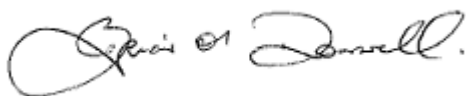
- Policy;
- Quality and Standards;
- Human Resources;
- Relationship Building and Lobbying;
- Finance;
- Governance of the National Federation of Voluntary Bodies Secretariat and Company.

The range and scope of activities in relation to each of these areas are outlined in detail in this Annual Report, however, I would like to make mention of a number of highlights as follows:

- National Disability Policy is very comprehensive, however, many people have found it difficult to keep up to date with all the policy and legislative developments over the past few years. With this in mind, we developed a Disability Policy Tool, effectively a “Library at your fingertips”, which provides an accessible, easy to understand overview. It was launched by Minister Kathleen Lynch, T.D., on 30th September, 2015.
- A key development in relation to the Housing Strategy for People with Disabilities 2011-2016 was the issuing by the Department of Environment of Circular 15, which effectively excluded Designated Centres from the Capital Assistance Scheme (CAS) funding. Following extensive and robust lobbying, during which relevant case studies were presented by the National Federation, the Department of Environment reversed this decision which was confirmed in December 2015 by Circular 45/2015.
- Our Inclusive Research Network produced a fine report titled “Our Homes”, which considered in detail the transition from institutions to independent living in the community. It was launched by Minister Kathleen Lynch, T.D. in November 2015.
- Of enormous pride to all of us was the awarding in February 2015 of the Global Zero Project Award to our Next Steps Project, which was identified by the adjudication panel as one of the 39 most innovative practices in the world supporting independent living.
- Another highlight was our Childrens First Conference which was held in March 2015 and focussed on the policy and key issues arising for service providers in relation to child protection and welfare.
- Our Quality & Standards Sub Committee continued its excellent work on behalf of members. In Autumn 2015, our esteemed Chair Dr. Bob McCormack, DARA Residential Services, stepped down and was replaced by Ms. Anna Shakespeare, St. Michael's House. During the year we made submissions on a number of important topics including: What constitutes a Designated Centre and Medication Management Guidance. We also contributed to the NDA Review of the Implementation of the Standards and Regulations and to the HIQA Corporate Plan 2016-2018.
- Importantly, a Task Group was established to develop best practice guidelines on Restrictive Practices. I expect this group to complete its work in Autumn 2016.
- We also organised and ran a series of Shared Innovative Learning Events throughout the year.

- A highlight of the work of our Human Resources Sub Committee was the organisation of a conference in October 2015 on the theme “Employee Engagement, Health & Wellbeing”. The conference was very well attended underlying the critical importance of this topic. During the year the Employee Assistance Programme, administered by VHI Corporate Solutions continued to provide a very valuable service to employees of member organisations.
- In terms of Training & Development the eighth cycle of the Federation’s Front Line Manager Training Programme, which is run in conjunction with the University of Limerick, concluded in June 2015 with a joyous graduation ceremony taking place in August 2015.
- A key pre-requisite of effective lobbying work is the cultivation of, and investment in, the development of relationships with key stakeholders. During 2015, we consolidated our working relationship with the HSE and continued our participation on all the key Working Groups and Consultative Fora. An important development during the year was the establishment of the Parliamentary Group on Intellectual Disability. The National Federation made presentations to this Parliamentary Group on three occasions.
- In line with previous years we developed a comprehensive National Federation Campaign Strategy in respect of Budget 2016. The strategy involved a whole of Federation approach during which our key messages in the context of Budget 2016 were communicated to elected representatives and media outlets throughout the country.
- In addition to the execution of our Annual Service Plan we also hold responsibility for the governance of the National Federation as a company limited by guarantee. In this regard, we arranged for the preparation and auditing of our Annual Financial Statements for the approval of our Board. In addition we organised and serviced 8 meetings of the Board, 4 General Assemblies and an Annual General Meeting during 2015.

What is contained in this introductory piece is but a brief outline of some highlights of the work of my Team to whom I am indebted, and without whose dedication and professionalism our Annual Service Plan would be impossible to deliver to the high standard of quality we have come to expect. I also want to pay tribute to John Hannigan as Chairman and all the members of the Board for their committed support and guidance. Finally, I want to express my gratitude to all the members of our various Standing Committees, Reference Groups and Working Groups whose input is highly valued and much appreciated.



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



Photography by Arun Asan - arun.asan@gmail.com

Key Result Area 1

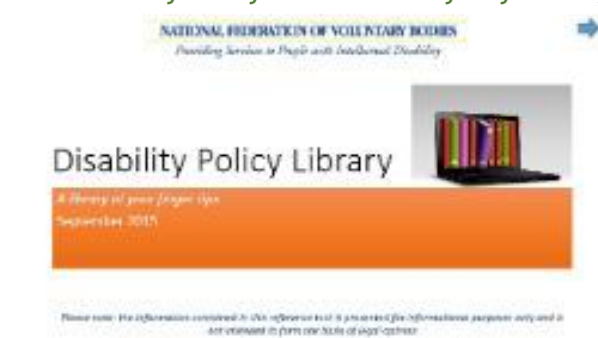
Provide guidance and leadership to our member organisations in the shaping and implementation of National Policy

Provide practical support in the implementation of all relevant national policy initiatives

In 2015, the National Federation Secretariat supported its member organisations in the implementation of national policy initiatives through a variety of means: including through focused work and representation on each of the national working and implementation groups for the individual policies outlined below; and through the development of initiatives such as shared learning events and project work in policy areas of key concern to the member organisations of the National Federation.

The past number of years has been very rich in terms of policy developments that are relevant to people with disabilities, their families and those supporting them. In order to support the staff of our organisations as well as people supported by our services and family members, in 2015 the National Federation developed a Disability Policy Tool to provide an overview in relation to the key policy and legislation areas of concern to people with disabilities.

The Disability Policy Tool - A library at your fingertips



Through our work at the National Federation of Voluntary Bodies we have found that there are many people who have found it difficult to keep up to date on the wealth of relevant policy and legislative developments that have taken place recently in Ireland. The reference guide provides information on the policy areas that are most relevant to people with disabilities, their families, staff and management in organisations. The tool was launched by Minister Kathleen Lynch, T.D. on

30th September 2015. The library tool gathers existing information on the policies and laws most relevant to people with disabilities and their families, including:

- the policies themselves and relevant legislation;
- information that is developed to inform families;
- easy to read and accessible information;
- updates on 'What is happening now?' in particular policy areas; and
- a summary of the key aims of the policy in question.

The tool will be updated regularly and is published on the National Federation website: [Click on this link to access the Disability Policy Library Tool published in September 2015](#) – then click to download the PDF file to your computer to use the tool.

Transforming Lives Disability Policy Review (formerly known as Value for Money & Disability Policy Review)

During 2015, the National Federation was represented on the Transforming Lives Disability Policy Review National Steering Group by Mr. Brian O'Donnell and Mr. Christy Lynch (KARE). The National Federation is also represented on the various Transforming Lives Working Groups.

Progressing Disability Services for Children and Young People (PDSCYP)



The National Federation is represented on the PDSCYP National Co-Ordinating Group by Ms. Gillian Darrer, Brothers of Charity South East Services. In order to support Gillian and the work of the National Co-Ordinating Group, the National Federation's PDSCYP Reference group was re-established in 2015. There were three meetings held in 2015. There is a wide membership from across the member organisations and the meetings provided a forum for members to update Gillian on the progress in each of the CHO Areas and any issues that needed to be brought to the attention of the national group.

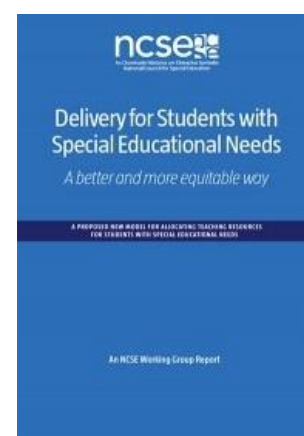


Informing Families of their Child's Disability - National Roll-out of Best Practice Guidelines

The National Federation continued to support the national roll-out of evidence-based best practice guidelines for informing families of their child's disability in 2015. A number of meetings were held in Quarter 1 with key stakeholders including the Institute of Obstetrics and Gynaecology (Royal College of Physicians of Ireland) and the Steering Group of the National Paediatric Hospital, to discuss practical implementation of the guidelines. A proposal was developed by the HSE to bring together a range of communications-related modules into one training package - including the Open Disclosures Policy, the Informing Families Guidelines and the Hospice Friendly Hospitals Guidelines. Internal feedback within the HSE is awaited in order to move forward with implementation. Training on the Guidelines and the impact of childhood disability on families was provided to the post-graduate medical students in the University of Limerick in collaboration with Ms. Katherine O'Leary, a parent of two children with disabilities and the Chair of the Cork Pilot Implementation of the Informing Families Project.

National Council for Special Education - A Proposed New Model for Allocation of Teaching Resources for Students with Special Educational Needs in Mainstream Schools'

The National Council for Special Education (NCSE) published its Working Group Report - 'A Proposed New Model for Allocation of Teaching Resources for Students with Special Educational Needs in Mainstream Schools' in June 2014. The policy proposal signalled a shift from diagnosis-based resource allocation to needs-based allocation, which was strongly welcomed by National Federation members. The National Federation Secretariat continued to monitor developments throughout 2015 and participate in all opportunities for consultation on this policy. In February 2015, the Department of Education & Skills announced that it had not been possible to address fully some of the concerns relating to the new model, in time for it to be implemented from September 2015. The Department is currently working to devise a pilot of the new model, which schools could opt into on a voluntary basis in order to work through the complexity that is required to fully roll out the model.



At a meeting of the All Party Parliamentary group in June 2015 the key issues in relation to education policies were presented by the National Federation, along with a range of issues and recommendations in relation to the needs of children and young people aged 0-18 with intellectual disabilities in Ireland.

New Directions

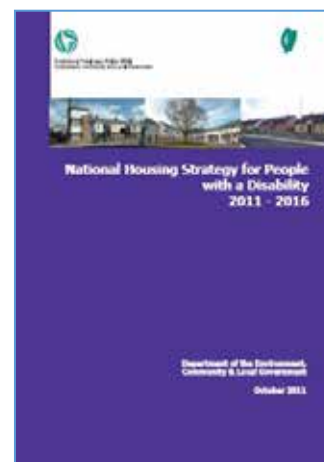


During 2015, Mr. Pat Reen and Mr. TJ Duggan represented the views of the member organisations on the New Directions National Steering Committee and the working groups considering the development and introduction of standards for day services and also the future model for day services as outlined in the New Directions Report.

Mr. Pat Reen gave a briefing to the National Federation General Assembly held on 11th March, 2015, and updated members on what was involved in completing the benchmarking exercise which was an objective appraisal on how service provider's current service conforms to the service approach contained in New Directions. The HSE also facilitated a briefing session for service providers on 26th March, 2015, in St. James Hospital, Dublin 8.

National Housing Strategy for People with Disabilities 2011-2016

The National Federation was represented by Ms. Alison Harnett at the monthly meetings of the national Housing Sub Group. The National Federation has fed into a range of housing issues relevant to people with intellectual disabilities through this group. A key piece of work in 2015 was the provision of detailed information by the National Federation in relation to Circular 15, 2015 from the Department of Environment (which excluded Designated Centres from the Capital Assistance Scheme (CAS) funding). Information submitted by the Federation members to the Housing Sub Group from current case studies contributed to the decision of the Department of Environment to review the exclusion of designated centres from CAS funding call in 2016, and to work with the Department of Health to define alternative criteria to guard against the creation of mini-institutions. This decision was confirmed in December 2015 through Circular 45/2015.



“Time to move on from Congregated Settings” Report (HSE)

The National Federation was represented in 2015 on the National Steering Group established to oversee the implementation of the recommendations contained in the “*Time to Move on from Congregated Settings*” report, by Mr. Denis Cronin, Daughters of Charity Disability Support Services.

Service Reform Fund - System Reform Implementation Group

During 2015, a Service Reform Fund was established by the HSE, the Department of Health and Genio. The National Federation was invited to be represented on the Service Reform Implementation Group, whose role is to co-ordinate implementation of the specific agreed priority actions and to advise on implementation issues as may arise. The Implementation Group will also monitor evaluation and research activities according to its agreed objectives and criteria.

Development of individualised and self-directed supports: Next Steps Project

'Next Steps' is a project that was set up by the National Federation with support from the Social Care Division of the HSE, to provide leadership and practical support to our member organisations in their work to progress the development of individualised supports to enable people to live lives of their choosing. During the lifetime of the project to date, real and exciting changes have taken place, enabling choice and further independence in people's lives. Organisations have gathered substantial learning in their journey to supporting people to achieve their chosen life and active citizenship. The project has been working since 2012, and in February 2015 received a global 'Zero Project' award as one of the 39 most innovative practices in the world in supporting independent living. This award was presented in the UN Headquarters in Vienna in February 2015, and in May 2015 the community of learning came together, along with MEP Marian Harkin, to celebrate their wonderful achievement.



Members of the Next Steps Community of Learning celebrating their international Zero Project award for global innovative best practice in Independent Living with MEP Marian Harkin

On 29th September 2015, the National Federation published a report on the outcomes to date from the Next Steps Project ***"Next Steps – The Journey So Far"***. The report was launched by Minister for State at the Department of Health, Ms. Kathleen Lynch, T.D. Commenting on the launch of the report, Mr. Brian O'Donnell, Chief Executive, National Federation of Voluntary Bodies stated *"The Next Steps Project is a very exciting initiative which has received international acclaim. Of significant importance is the fact contained in the report that 739 people with intellectual disability in Ireland are now receiving individualised supports provided by organisations participating in the project. As a National Federation of Service Providers, we look forward with much hope and anticipation to the next phase of the journey which I am certain will continue to bring real change in the lives of people with intellectual disability in the State"*. [Click here to download a copy of the report.](#)



L-R Alison Harnett, Emily Meagher and Minister Kathleen Lynch, T.D.

Sharing Innovative Learning Events

During 2015, a range of Sharing Innovative Learning seminars on innovative practice and workshops on key policy and legislative developments were organised by the National Federation. In excess of 1000 people including front-line staff and managers; people supported; family members and individuals from statutory organisations and agencies attended these events. Further information about the events is presented below. All presentations relating to the seminars can be downloaded at the National Federation website www.fedvol.ie.

National Federation Children First Event - 10 March 2015

The National Federation hosted a conference on the theme of 'children first' in March, 2015 which focused on the policy / legislative developments pertaining to children and the key issues arising for Federation members in relation to child protection and welfare. Further information on this conference can be found in section 2 of this report.

New Zealand Experience of Individualised Funding - 16 September 2015



The National Federation organised a seminar in September 2015 to share the New Zealand experience of individualised funding. The seminar was attended by National Federation members, along with representatives from the NDA and the HSE. Ms. Marsha Marshall, CEO of Manawanui, New Zealand set out the experiences and learning that she has gained through the work that has been taking place in New Zealand. A very interactive debate with the audience followed, exploring the aspects of individualized budgets that are of key interest to those working on the ground in this country.

L-R Ms. Marsha Marshall, Manawanui; Mr. John Hannigan, National Federation and Dr. Wolfgang Plaute, University of Salzburg

Inclusive Vocational and Education Training - 16 September 2015

Also taking place on 16 September 2015 was a half-day seminar focused on inclusive vocational and education training. Dr. Wolfgang Plaute, Professor of Special Education and Inclusion at the University of Education, Salzburg and a partner in the 'INVESTT' European Project, presented "*Inclusive Vocational & Education Training: Sharing a European experience of good practice*". His presentation focused on a project that developed an inclusive vocational training programme in Austria, Belgium, Norway and Slovenia using an approach directly connected to the principles of universal design.



Ms. Saranne Magennis, Director of the Higher Education Policy Unit in NUI Maynooth and graduate Mr. Mark Smith shared their experiences of the Inclusive Learning Initiative (ILI) that has been taking place in the National University of Ireland, Maynooth. Saranne shared information with us about the collaborative project which facilitates the inclusion of students with intellectual disabilities in higher education. The ILI is underpinned by the ‘fully inclusive’ or individualized support model of inclusion where the university experience for students with intellectual disabilities mirrors, as closely as possible, the experiences of the rest of the student body. There are no separate courses or modules and the students are not identified as a group - students are part of their chosen academic departments, just like their peers. Flexible assessment, focussed on what the students learn, rather than what they do not learn, is a core element of the initiative. Seven academic departments participated in the pilot.

Mr. Mark Smith is a graduate and now a member of staff of Maynooth University. He shared with us his experience of an inclusive approach to 3rd level education. He told us that he feels people are isolated because they are visualised in a certain way. *‘People should have a chance to study and go into college individually’*, he says, *‘but you need a strong team and access. You need more freedom. Individuals should be allowed to learn in their everyday lives and meet new people.’* Mark told us about his experiences of learning about a wide range of topics in his anthropology studies, including the Irish Famine, and how other students had been very helpful to him, particularly in sharing learning about presentation skills and technology.



L-R Dr. Wolfgang Plaute, University of Salzburg; Mr. Mark Smith and Ms. Saranne Magennis, Inclusive Learning Initiative, University of Maynooth

“I studied Anthropology for three years and graduated with my class in 2014. In my second year in university I got a job in the students union. I believe that everyone should get an opportunity to access higher education. You have to be out there in society. People should be allowed to learn in their everyday lives and meet new people.”

Working in a Challenging Environment - Promoting Employee Engagement, Health & Well-being - 13 October 2015

In autumn 2015 a conference on the theme of employee engagement, health and well-being was organised by the National Federation which sought to address issues relating to workplace health and the well-being of employees working within Federation member organisations. Further information on the conference is provided in section 3 of this report.

Strengthen cohesion within the Federation at national and regional levels

During 2015, the National Federation met with each of its Area Federation Committees in order to build on the learning gained in 2014 in terms of the issues of high significance and concern to them.

Through the meetings of the various Sub Committees and Working Groups and by holding four General Assemblies over the course of 2015, National Federation members liaised with colleagues in member organisations and external agencies on key issues. Participation in Sharing Innovative Learning events and the Next Steps Project also afforded members to strengthen their cohesion in the context of the National Federation membership.

Members of the Communications Task Group were assigned with devising a National Federation Campaign Strategy in respect of Budget 2016. The Strategy involved a whole-of-Federation approach whereby members made contact with all the elected public representatives in their functional areas advising them of our key messages and seeking their support in the context of Budget 2016. Budget 2016 announcement, whilst challenging, was in line with the National Federation's best expectation and reflected well on our whole-of-Federation approach to our Pre-Budget Campaign Strategy. The key issues were also brought to the attention of the Parliamentary Group on Intellectual Disability.

Support the effective implementation of the National Disability Strategy

A reconstituted Disability Stakeholder Group was established in 2015. The National Federation is a member of the Group and is represented by Mr. Brian O'Donnell, Chief Executive. It had as its primary focus during 2015 the establishment of a new National Disability Strategy and the appointment of a Senior Minister with responsibility for Disability in any newly formed Government.

Collaborate with the National Institute for Intellectual Disability in supporting the Inclusive Research Network

IRN Activities 2015

In 2015 the Inclusive Research Network (IRN) was busy with the Home & Independence Study. The Study looked at the transition from institutions to Independent Living and focused on examples of good and bad support during the moving process. All members of the Inclusive Research Network helped to analyse the findings from the research. Each member got the opportunity to work in groups and select text and pictures to go into the Report. The final report was called 'Our Homes'.



The Launch of the *Our Homes* Report took place in November 2015 by the then Minister of State with Responsibility for Mental Health & Disability Kathleen Lynch TD. In her speech on the day of the Launch Minister Lynch spoke about a line in the sand being drawn on the way people with intellectual disabilities are treated in Ireland. The IRN also made a video of IRN members acting out some of the real life stories that came from the study. The day was inspirational to all of us involved because the IRN members made all the presentations and ran the day themselves. You can now download an electronic version of the Inclusive Research Network 'Our Homes' Report from our website at http://www.fedvol.ie/National_Federation_Publications/Default.757.html.



IRN members at the launch of 'Our Homes' Report

The IRN also designed a new logo in 2015 to make it more professional when communicating with outside agencies. Members from Galway worked on 5 designs for IRN members to vote on. Each member filled out a voting sheet for the design, the colour scheme and the type of lettering to use in the logo.

During 2015 the IRN continued to lobby the Government for a disability-neutral law in relation to the Criminal Law (Sexual Offences) Act, 1993. Inclusive research advocates want to strengthen the law on consent to benefit people with or without disability who may be in vulnerable situations regarding relationships.

In 2015 the IRN also started work on an IRN magazine which they hope to get published in 2016. The magazine will be a mixture of self-advocates stories, puzzles and other news to keep everyone up to date with all that is happening in the network.

Written by Brian Donohoe, IRN Secretary



Key Result Area 2

Consolidate our commitment to continuous quality improvement and innovation

Implementation of the Standards and Regulations for Residential Services for Adults and Children with Disabilities

Quality & Standards Sub Committee

The work of the National Federation's Quality and Standards Sub Committee is focused on supporting Federation members in the delivery of high quality, person centred services and aims to facilitate the sharing of information between organisations who fall under the Health Care Act 2007 (Care and Support of Residents in Designated Centres for Persons (Children and Adults) with Disabilities) Regulations 2013. The Chair of the Sub Committee Dr. Bob McCormack, Dara Residential, stepped down from this role in autumn 2015 and was replaced by Ms. Anna Shakespeare, St. Michael's House. The commitment and expertise which Bob brought to the work of the Committee was acknowledged by the membership with much appreciation expressed to Bob on his departure. The Sub Committee met on 5 occasions during 2015.



Members of Quality & Standards Sub Committee



HIQA Providers Forum

The HIQA Providers Forum was established to facilitate direct communication between the Authority and representative organisations of service providers regarding issues pertaining to the regulatory framework for services for people with disabilities. Membership of the group includes the National Federation of Voluntary Bodies, the Disability Federation of Ireland, the Not for Profit Business Association and the Irish Council for Social Housing. During 2015 the National Federation was represented on the HIQA Providers Forum by Ms. Anna Shakespeare, Chairperson, Quality & Standards Sub Committee, Mr. Brian O'Donnell, and Ms. Jillian Sexton, National Federation Secretariat.

Specifically the work of the HIQA Provider's Forum includes:

- Provision of updates by HIQA on the implementation of the regulatory processes, policy direction and registration programme for residential services for children and adults with disabilities.
- Service provider representatives presenting sector-wide queries and information items generated from membership for clarity.
- Consideration by HIQA of the views of Forum members on the implementation of the regulatory arrangements.
- Discussion on overall engagement between HIQA and service providers and the development of guidance documents, etc.

Submissions to HIQA / National Disability Authority (NDA)

A number of submissions were made by the National Federation during 2015 in relation to residential services standards / regulations which included the following:

- Feedback on HIQA Consultation Document "What constitutes a designated centre for people with disabilities?" - January 2015
- Response to HIQA Draft Guidance document on Medication Management for Service Providers - May 2015
- NDA Review of the implementation of the HIQA Standards and Regulations for Residential Services for Adults & Children with Disabilities - June 2015
- Feedback on Draft HIQA Corporate Plan 2016-2018 - Dec 2015

Information Sharing - Website / Policy Development

The Secretariat, in support of the work of the Quality and Standards Sub Committee, supports a [dedicated page on the National Federation's website](#) providing information in relation to the Regulations / HIQA and throughout 2015 facilitated the sharing of information, documentation and policy/procedures between organisations.

Draft Interim Standards for New Directions Personal Support Services for Adults with Disabilities

Arising from the consultation process undertaken by the HSE in relation to the standards for day services, the HSE ratified the Interim Standards in 2015 - 'Interim Standards for New Directions, Services and Supports for Adults with Disabilities'. It is envisaged that during 2016 the HSE will develop a methodology for service providers to assess their services against the Standards with a view to developing and implementing quality improvement plans for day services.

Restrictive Practices Working Group

A Restrictive Practices Task Group was established in 2015 with the aim of producing a comprehensive document entitled "Restrictive Practices - Best Practice Guidelines". It is proposed that this document will provide direction to National Federation member organisations in supporting individuals with complex issues in line with national legislation and international best practice. The Restrictive Practices Task Group will focus specifically on the following restrictive practices:

- a. Seclusion/geographical containment
- b. Mechanical restraint (including bed-rails, harnesses, lap-belts, etc.)
- c. Physical restraint (including clinical holding)
- d. Chemical intervention
- e. Restricting access/locking doors

Areas to be considered are:

- Legal compliance (e.g. Universal Declaration of Human Rights, 1948; Health Act, 2007)
- Ethical issues (e.g. Human Rights Committees/Restricted Practice Committees)
- Existing good practice within member organisations and associated policies and procedures
- Systems for recording extent of use of Restrictive Practices
- Application of the NICE Clinical Guidelines
- Training requirements for staff
- Multidisciplinary skill-sets and resources
- Environmental recommendations

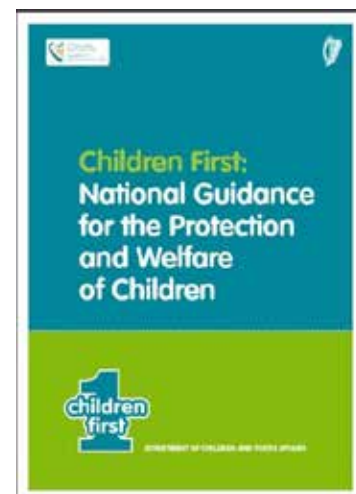
The Working Group is chaired by Mr. Brian McDonald, Positive Behaviour Support Manager, Ability West, and is comprised of personnel who have considerable knowledge and responsibility with regards to monitoring/prescribing/auditing the use of Restrictive Practices. It is proposed that the Working Group will have its work completed by autumn 2016.

Promoting Safe Services and Quality Improvement for children & adults

Children First

The HSE National Disability Steering Group for the Implementation of Children First was very active during 2015 with bi-monthly committee meetings taking place. The National Federation was represented on the Committee by Mr. Liam Keogh, Daughters of Charity Services and Ms. Jillian Sexton, National Federation Secretariat. The role of the group is to:

- Develop and recommend a standardised framework for a Child Protection and Welfare Policy, Procedures & Practices;
- Develop and implement a Communication Strategy and Plan to support Children First implementation across Disability Services;
- Develop and recommend a standardised Children First Training Strategy for adoption by all Disability Service Providers;
- Develop and recommend a standardised quality and assurance template & monitoring system for effective implementation of Children First for adoption by Disability Services;
- Monitor national Children First statistical returns for trends, issues and obstacles to implementation of Children First and advise the National Disability Governance Group.



Members of the Children First Implementation Group

In support of the work of the National HSE Committee, a National Federation Children First Implementation Group met throughout 2015 to support organisations in implementing the provisions of Children First, sharing information and networking, and also in preparing for the forthcoming Children First and related child protection legislation. The Group met on 6 occasions during 2015 and provided support to those who work as Designated Liaison Persons within their respective organisations. The group also liaised with the HSE in relation to the development of a comprehensive Children First Training Strategy which aims to promote the protection and welfare of children through the

provision of child protection and welfare training programmes. One of the key elements of this work included the development of an online elearning module which will be made available to all staff across National Federation members in 2016.

Conference - Children First: How can we put children who have a disability first?

The National Federation of Voluntary Bodies hosted a very successful conference on Tuesday 10th March in the Heritage Hotel in Portlaoise entitled “*Children First: How can we put children who have a disability first?*”. This event provided an opportunity for all those working in the area of children’s disability services, child protection and welfare to hear from a range of experts on the key legislative changes and the obligations on organisations in reporting child protection concerns.

The morning session was chaired by Mr. John Hannigan, Chairperson of the National Federation, and began with an overview of the key legislation by Ms. Jenny Bulbulia, Barrister at Law. Detective Sergeant Jennifer Molony from An Garda Síochána then spoke about the obligation on organisations in reporting child protection concerns to the garda. The newly appointed Ombudsman for Children, Dr. Niall Muldoon, outlined the functions of the Ombudsmen for Children office and its role in promoting children’s rights. This was followed by a presentation by Ms Marie Faughey, Children First Lead, HSE who gave an overview of the HSE’s Children First Implementation Plan and how the HSE proposes to support funded agencies in meeting their children first obligations.

Roundtable discussions afforded delegates the opportunity to discuss the challenges facing their organisations arising from the morning presentations.



John Hannigan - Chairperson National Federation, Brian O'Donnell, National Federation, Dr. Aisling Gillen - Tusla, Dr. Niall Muldoon - Ombudsman for Children, Maire Faughey - HSE, Colette Daly - Ability West, Detective Garda Jennifer Molony, Colette McLoughlin - Tusla and Jenny Bulbulia - Barrister at Law.

The afternoon session was chaired by Ms. Maria Corrigan, Principal Clinical Psychologist, and it began with a presentation from Dr. Aisling Gillen and Ms. Colette McLoughlin, Tusla - Child & Family Agency. They outlined the function of Tusla in supporting and promoting the development, welfare and protection of children and also providing family support. They discussed the development of Child and Family Support Networks and presented case studies under the Meitheal model.

The final input of the day came from Ms. Colette Daly, Ability West, whose presentation was entitled ‘*Children First: Why an explicit Action Plan is needed to protect children with disabilities*’ which outlined feedback and concerns arising for Federation members in relation to child protection and welfare concerns. The presentations from the event are available to download on the National Federation website www.fedvol.ie.



Ms Maria Corrigan

Tusla - Child & Family Agency

The National Federation held a meeting with Mr. Paul Harrison, Director of Policy and Strategy, Tusla, on April 28th to discuss the priority issues arising for Federation members in relation to children with a disability and organisation's engagement with the Child and Family Agency. Arising from the meeting a number of actions were agreed which aimed to enhance the relationship between services and Tusla to ensure that children with a disability who are referred to Tusla receive the necessary prioritisation and supports.



Registration / Inspection of Children's Services - HIQA

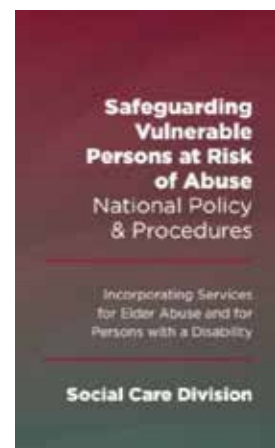
As part of the work of the National Federation's Children First Implementation Group a representative from HIQA attended the Group's November 2015 meeting to discuss the inspection / registration process for children's services. This provided a very useful opportunity to discuss issues arising which related specifically to children's services.

Safeguarding Vulnerable Persons at Risk of Abuse National Policy & Procedures

A significant focus of the work of the National Federation during 2015 was on supporting member organisations in the implementation of the 'Safeguarding Vulnerable Persons at Risk of Abuse Policy'. A briefing session on the Policy took place for National Federation members in May 2015 at which Mr. Paschal Moynihan, National Safeguarding Office, HSE, provided a comprehensive overview of the Policy and its key procedures. Arising from this briefing session a 'Safeguarding Reference Group' was established between the HSE and the disability umbrella bodies which sought to address the concerns and issues arising for members in implementing the Policy. This Group met on a bi-monthly basis throughout 2015 and the National Federation is represented on the group by Ms. Colette Daly, Ability West, Mr. Tom Hughes, Western Care Association and Mr. Michael Flood, Brothers of Charity Services, Galway.



Briefing session with Mr. Paschal Moynihan, National Safeguarding Office, HSE



Pobal / Dormant Account Funds - Development of online Safeguarding Module

In July 2015 the National Federation, in partnership with St. Michael's House and the Open Training College, submitted a proposal to Pobal, under the Dormant Accounts Fund, for support to develop an online / eLearning module on the theme of adult safeguarding. Funding was secured for the Project in late 2015 and the overall aim is to develop an online information resource to support staff members' understanding of safeguarding and implementation of the National Safeguarding Policy. The Project members will aim to support organisations in meeting the safeguarding requirements as set out in the relevant HIQA regulations / Health Act 2007 (Care and support of residents in designated centres for persons (children and adults) with disabilities) Regulations 2013.

National Inter-Sectoral Safeguarding Committee

The National Inter-Sectoral Safeguarding Committee was formally launched in December 2015 by Minister Kathleen Lynch, T.D. The National Federation is represented on the committee by Mr. Brian O'Donnell. The purpose of Committee is to provide a leading role in the promotion of an organisational and societal culture which promotes the welfare of vulnerable adults, specifically, the Committee provides strategic guidance to the HSE in relation to the promotion of the rights and independence of vulnerable adults.

National Implementation Task Force on the Safety of Vulnerable People in Residential Disability Services

In the aftermath of Aras Attracta a six step change programme of measures, to ensure the quality and safety of all disability services and specifically those in residential care, was devised. The purpose of the National Implementation Task Force on the Safety of Vulnerable People in Residential Disability Services is to oversee implementation of this six step programme, through a series of HSE CHO workshops and national summit events. During 2015, the National Federation was represented by Mr. Brian O'Donnell, Chief Executive and Mr. John Hannigan, Chairperson, on the Task Force.

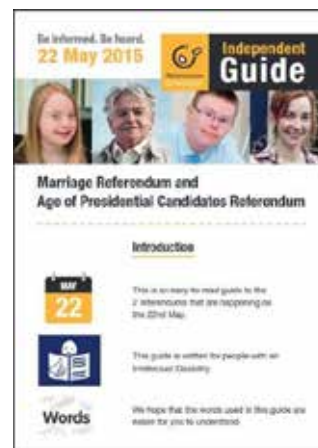
Áras Attracta Swindford Review Group

Following a call from the Áras Attracta Swindford Review Group for submissions the National Federation held a workshop on September 17th for member organisations to discuss and contribute to the development of a comprehensive submission document. A copy of the submission may be obtained from the National Federation office.

Include people with intellectual disabilities and their families in the work of the National Federation

During 2015 the National Federation undertook a number of initiatives aimed at supporting the inclusion of people with intellectual disabilities and their families in its work, this included:

- The National Federation appointed Ms. Gere Byrne as a co-opted member to the Board. Gere is the first person to be appointed to the Board as a representative of a family member with an intellectual disability.
- The National Federation was successful in a National Lottery application to carry out a feasibility study in respect of establishing National / Regional Family & Friends Fora. This study will commence in early 2016.
- The National Federation continues to support the Inclusive Research Network in their journey to autonomy by working with the IRN Steering Group.
- Self-advocates and family members continued to play a central role in the working of the Next Steps project with each contributing to the case study presentations at the bi-monthly meetings as well as contributing to various events such as the HSE's Safeguarding Summit in Croke Park on 1st July 2015.
- The National Federation participated in the Accessible Information Working Group which was established by a range of interested parties to support the development of accessible information and to lobby Government Departments and bodies on the importance of communicating accessibly. During 2015 the National Federation contributed to the work of the group in the development of an Easy to Read Guide to the 2015 Marriage Referendum and Presidential Age Referendum.



Key Result Area 3

Ensure that staff employed and volunteers engaged by member organisations are equipped with the competencies and skills necessary to implement national policy relating to people with intellectual disability

Provide a support service to member organisations regarding HR matters

The National Federation's Operational Human Resources Group is chaired by Ms. Olive Leonard, Director of Human Resources, Muiriosa Foundation, and membership is open to human resources personnel across National Federation member organisations. The primary role of the Group is to ensure that National Federation members are supported to tackle key human resource issues and address the human resources related provisions contained in relevant national policy documents / agreements. A highlight of work of the Operational Human Resources Group during 2015 was the organisation of a 1-day conference on the theme of 'employee engagement, health and wellbeing' which took place in October.

"The information sharing is excellent - and updates and feedback from HSE and other relevant bodies"

The Operational Human Resources Group met on 5 occasions during 2015 and the following is a summary of the key areas of work undertaken by the Group:

- In early 2015 we undertook a review of the Operational Human Resources Group in order to elicit member's views on its overall functioning and to identify the key areas of work for the group during 2015/6. It was hoped that this information would ensure that the group was focused on the key issues of concern to members and that maximum benefit was being derived from meetings. A summary report on the review was drafted and circulated to Federation members. Overall there was a very high level of satisfaction with the work of the group with members identifying key areas of future focus.

It's the only forum for a HR manager in a section 39 agency to get such information

"An opportunity to hear about the main subjects / topics coming our way"

- Discussions took place at Operational HR Group meetings on organisations experiences of the HIQA inspection and registration process - particularly in relation to human resources issues arising in this context.
- Garda vetting of staff / volunteers was also monitored throughout 2015 to ensure that organisations had access to a timely Garda vetting process for all newly recruited staff / volunteers.
- In July 2015 a planning session took place to identify the key strategic human resources issues of concern to member organisations.
- A number of briefing sessions / meetings were arranged for National Federation members during 2015 which focused on specific areas of interest - NFVB Salary Protection Scheme, the national study undertaken by the University of Limerick on behalf of the Department of Jobs, Enterprise & Innovation in relation to the prevalence of 'zero hour & low hour' contracts in the Irish economy and meetings with the Irish Congress of Trade Unions (ICTU) and the Irish Nurses and Midwives Organisation (INMO).

"Ideal for networking and for discussion on relevant topics"

NFVB Salary Protection Scheme - March, 2015

On March 4th 2015 Mr. Dermot Ryan, Medical Market Manager, Cornmarket, provided an overview of the NFVB Salary Protection Scheme which is in place for employees working in National Federation member organisations.

University of Limerick Study on the Prevalence of Zero Hour Contracts and Low Hour Contracts in the Irish Economy - April, 2015

A briefing session took place in April for human resources personnel on the study being undertaken by the University of Limerick (UL) regarding the prevalence of zero and low hour contracts in the Irish Economy. Dr. Juliette McMahon and Mr. Mike O'Brien, Kemmy Business School, UL, provided an overview of the research being undertaken and sought the views of Federation members in relation to the use of such contracts within the disability sector. Following publication of the UL Study in Summer 2015 the Department of Jobs, Enterprise & Innovation announced a consultation process regarding the findings and recommendations contained within the study. The National Federation made a submission to the Department in relation to same in December 2015.

Irish Congress of Trade Unions / Irish Nurses and Midwives Organisation - September & November 2015

Meetings took place on September 29th between representatives of the National Federation and ICTU and on November 30th with the INMO with the aim of addressing the pertinent employment / human resources issues arising for service providers.

Engagement with the HSE

During 2015 the National Federation sought to ensure that we continue to enhance the good working relationship that exists between the National Federation and the Human Resources National Directorate, HSE. The following activities were undertaken in this regard:

- National Federation representatives met with the National Director of HR, HSE, on two occasions during 2015 - Mr. Ian Tegardine, July 2015 and his successor Ms. Rosarii Mannion in November, 2015. The meetings sought to address a range of human resource related issues arising for Federation members related to funding, industrial relations and employee wellbeing.
- Representatives of the National Federation attended workshops and contributed to the 'People Strategy 2015-2018 *Leaders in People Services*' developed by the HSE during 2015 and which was formally launched on June 26th in the Royal Hospital Kilmainham as part of a HSE's 'HR in Health' Conference.
- A dedicated HSE Human Resources / Finance Working Group was established by the HSE during 2015 to address the many HR and finance issues arising for Federation member organisations. The Working Group, which meets on a quarterly basis, has representatives from the National Federation, Disability Federation of Ireland and the Not for Profit Business Association.
- We also continued to work closely with Corporate Employee Relations Services (CERS), HSE during 2015. CERS is the representative body for health service employers that aims to promote the development of improved human resources practices within the health services and represents / support employers in the management of industrial relations. Key issues under discussion during 2015 related to:
 - Sleepovers and compliance with the provisions of the European Working Time Directive (EWTG): considerable work was undertaken during 2015 in relation 'sleepovers' and the rate of payment for same. National Federation representatives participated in the Labour

Relations Commission process which was established to address the issues / recommendations arising from the 2014 Labour Court Recommendation.

- Payment of incremental credit: one of the key human resources concerns for Federation members relates to the non-payment of incremental credit by some members in recent years due to a lack of funding. A dedicated meeting took place between the National Federation and the Social Care Directorate, HSE, to discuss this issue and to seek possible solutions however this remains a live issue for members, which we will continue to address in 2016.

- The position in relation to industrial relations matters of relevance to agencies was monitored and support was provided to those who represented National Federation members on key national working groups such as the National Joint Council (NJC) and the Joint Information & Consultation Forum (JICF). The NJC is the primary forum for the management of industrial relations in the health service and Ms. Rose Rafferty, St. Michael's House, and Ms. Olive Leonard, Muiriosa Foundation, represented the interests of National Federation members on the Council during 2015. The JICF provides a forum for information sharing and consultation in relation to HSE proposals. The National Federation was represented on the JICF during 2015 by Ms. Jillian Sexton, Human Resources Training & Development Co-ordinator, National Federation Secretariat. Key presentations were made to the members of the JICF during 2015 which included inputs on the following HSE initiatives: Health and Well-being, People Strategy, Community Nursing and the System Reform Group.

Health & safety / employee well-being initiatives



**John Ryan, Chief Executive,
Great Places to Work Institute**

Working in a Challenging Environment - Promoting Employee Engagement, Health & Well-being - Conference, October 2015.

A very successful conference was held by the National Federation on October 13th on the theme of employee engagement, health and well-being. In recent years the pace of change within services has escalated considerably and staff well-being has become an increasingly relevant and necessary consideration within organisations. This conference provided an opportunity for managers and staff working in the disability / social care sector to network, share information and hear from a range of experts on the theme of employee engagement and wellbeing.

In his opening address Mr. John Ryan, CEO, Great Place to Work Institute, focused on the key elements of a 'great place to work' - from both an employees and managers perspective. Dr. Sarah MacCurtain, Kemmy Business School, University of Limerick, in her input concentrated on the theme of employee engagement - 'what fosters positive engagement?' and 'what is a realistic level of engagement to expect from employees?'

She focused on the concepts of 'trust' and 'organisational justice' as these are key in developing sustained employee engagement and commitment. Mr. Malachy Corcoran, Healthy Ireland Framework, Department of Health, highlighted the role that each of us has to play in maintaining our personal physical and mental health and achieving a healthy Ireland. He concentrated on the important role that workplaces have to play in promoting health and well-being and outlined the key enablers in the development of a Healthy Workplace Culture.

A series of parallel workshops took place which concentrated on key themes related to health and wellbeing at work: mental health; staff resilience; dignity at work; mindfulness and sharing of experience as managers.

In the final address of the conference Dr. Fergus Heffernan gave a very moving and thought provoking input which focused on the impact that our 'family' has on each of us - our family of origin and our wider family. He concentrated in particular on the theme of 'belonging' and how we all yearn for closeness and highlighted the need for honesty and openness in how we relate to each other and how we need to take responsibility for the quality of our relationships - both with ourselves and others.



Dr. Fergus Heffernan

Exhibition area:

As part of the event a range of organisations related to the theme of health and well-being were invited to attend the conference and meet with delegates.



Ms Dolores Kavanagh & Ms. Hazel Whelan, Sea Change

Copies of the presentations from the conference are available to download from the National Federation's website - www.fedvol.ie

Ensure training and development initiatives are focused on skills development to meet the requirements of the new policy direction

Managing for the Future: Building your skills as a Front Line Manager in a Person Centred Environment



The eighth cycle of the National Federation's Front Line Managers Training Programme (Level 6, National Framework of Qualifications), which was run in the University of Limerick, concluded in June 2015.

Congratulations: Graduates of the 'Managing for the Future: Building your skills as a Front Line Manager in a Person Centred Environment' Programme, University of Limerick, August, 2015

The Next Steps Community of Practice gathered and shared learning and evidence around the skills required for the development of individualised and self-directed supports. These were disseminated through the bi-monthly meetings of the Next Steps project and published in the ‘*Journey So Far*’ report as detailed on Page 10, in Section 1 of this report.

In addition, a series of briefing sessions / workshops aimed at enhancing service provision were organised by the National Federation throughout 2015, details of which are outlined in section 1.

Health & Safety / Employee Well-being Working Group

Over the past number of years the Health & Safety / Employee Wellbeing Group has provided a valuable networking forum for health and safety personnel across National Federation member organisations to meet and share information to support them in their role. The HIQA registration and inspection process continued to be a key focus of the work of the Group during 2015 and presentations were made by a number of Group members on key issues of interest including food safety management system and transport management.

Employee Assistance Programme

During 2015 the Employee Assistance Programme, administered by VhiCorporate Solutions, continued to provide a very valuable service to employees working within National Federation member organisations - over half of National Federation members are currently members of the Scheme. Key features of the Employee Assistance Programme include:

- EAP online support website
- Specialist information
- Legal information
- Financial information
- Telephone counselling
- Face-to-face counselling
- Website - www.wellbeing-4life.com
- Monthly EAP Promotion



Nominated Health Agencies Superannuation Scheme

A series of meetings took place during 2015 between the HSE and members of the National Federation NHASS Working Group. Members of the Group are seeking to address the concerns arising for Federation members in relation to the funding and overall operation of the NHASS.

Key Result Area 4

Deepen our relationship with key stakeholders in addressing issues of mutual concern in meeting the support needs of people with disabilities

Ensure the National Federation is represented on all key national and regional disability fora

During 2015, we worked closely with the HSE and continued our participation on the National and Regional Consultative Fora. We were also represented on the Transforming Lives Disability Policy Review Steering Group, Service Arrangement Oversight & Development Forum, the National Implementation Task Force on the Safety of Vulnerable People in Residential Disability Services, National Inter-Sectoral Safeguarding Committee, the National Disability Stakeholder Group, Parliamentary Group on Intellectual Disability, the National Joint Council and the HSE Joint Information and Consultation Forum.

Strengthen our collaboration with national advocacy groups and other national organisations

During 2015 we met with Inclusion Ireland, Disability Federation of Ireland, Not for Profit Business Association and the National Disability Authority. The purpose of these meetings was to strengthen our collaboration and engagement with them and to discuss issues of concern to people with an intellectual disability and their families were discussed and progressed.

We continued our collaboration with relevant Government Departments, HSE, the Housing Agency, Genio, Public Water Forum and other key stakeholders to ensure that issues of mutual concern were discussed and progressed.

Parliamentary Party on Intellectual Disability

Following successful lobbying work by the National Federation of Voluntary Bodies a Parliamentary Group on Intellectual Disability was established. The purpose of the group is to provide a two way communication loop with the political system in relation to matters affecting people with intellectual disability and their families. The inaugural meeting of this Group took place on 21st January, 2015, in Leinster House, where it was agreed that in presenting to the Parliamentary Group the National Federation would take the life-cycle approach of a person with an intellectual disability.

In this regard, during 2015 the National Federation made separate presentations to the Group on services for children and young adults with intellectual disabilities.



Collaboration with international partners

We continued our active participation as a member of the European Association of Service Providers for Persons with Disabilities (EASPD). This involved:

ENTELIS



In November 2015, the National Federation of Voluntary Bodies, as the local partner in the EU funded ENTELIS Project, hosted a very successful Seminar over 2 days in Dublin Castle. The Seminar had as its primary focus the role of education in bridging the digital divide and it was organised in collaboration with our partners the National Disability Authority, who hosted a separate but related Conference on Universal Design in Education.

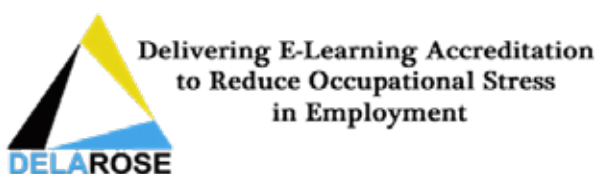
Access to Justice for persons with Intellectual Disabilities (AJuPID)

The National Federation is also a partner in the European Union funded AJuPID Project which aims to train family members, friends and others to better support people with disabilities when they make decisions and to train legal guardians and court staff about the rights of people with disabilities and the UN Convention on the Rights of Persons with Disabilities.



The National Federation participated in this project in 2015 by attending the transnational partner meetings and study visits. In March 2015 we hosted the project partners in Dublin where we arranged a study visit for partners to hear about promising practices in Ireland. In September 2015 we attended a training of trainers event in Helsinki and participated in the development of a training pack that will be delivered in each partner country in 2016. There are 8 partners from 5 European countries involved in this project; France, Hungary, Bulgaria, Finland and Ireland. Two universities; NUI Galway in Ireland and KU Leuven in Belgium, MDAC in Hungary and the European Fundamental Rights Agency are part of the Project's Scientific and Ethics Committee. The European Association of Service providers for Persons with Disabilities (EASPD) is also a partner in the project and is responsible for sharing the results of the project with other organisations throughout Europe.

Delivering E-Learning Accreditation to Reduce Occupational Stress in Employment - DELAROSE Project



DELAROSE is an EU funded project which has developed an accredited online learning programme to support workers in the health and social care sectors across Europe to manage their own work-related stress and to provide information and tools to workers and service

managers to help create a less stressful working environment. The Project is led by a team at Waterford Institute of technology and the final Project meeting took place in Brussels in September 2015 as part of an event entitled 'E-Dimension of Staff Development in the Disability Services Sector'.

The online Programme developed through the DELAROSE Project is provided by WIT as a 20 credit Special Purpose Award '*Certificate in the Management of Work-Related Stress*' and the Irish launch of the Programme took place at an event in Tullamore in October 2015.



Members of the DELAROSE Project Team L-R: Dr. Michael Bergin, WIT, Prof. John Wells, WIT, Mr. Brian O'Donnell, National Federation of Voluntary Bodies, Mr. Stephan Kunz, Supsi, and Mr. Cathal Ryan, WIT.

Key Result Area 5

Comprehensively review the funding and financial issues affecting the sector

Ensure adequate funding to support choice and control for people with intellectual disability to live an ordinary life

The Communications Task Group was tasked with devising a comprehensive National Federation Campaign Strategy in respect of Budget 2016. The Strategy involved a whole of Federation approach whereby members made contact with all the elected public representatives in their functional areas advising them of our key messages and seeking their support in the context of Budget 2016.

Where possible, parents accompanied senior staff at these meeting to speak about issues affecting their family member. Each of the Area Federation Chairpersons prepared regular progress reports and forwarded them to the National Federation Secretariat which outlined the public representatives member organisations had contacted and any feedback which they received from them. Separate meetings were arranged with each of the leaders of the political parties and with the relevant Government Ministers, and also with senior officials in the Department of Health and senior management in HSE.

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

BUDGET 2016

AN ORDINARY LIFE
– Supporting Choice & Control for People with an Intellectual Disability

KEY MESSAGES:

1. The cutbacks in investment in Intellectual Disability services, combined with substantial reductions in funding since 2008, has severely impacted the lives of people with intellectual disability.
2. In this period of economic recovery it is imperative that the needs of people with intellectual disability are prioritised.
3. Significant investment is now required to address the unmet and changing needs of people with intellectual disability.
4. Implementation of Government Disability Policy and statutory regulatory obligations requires significant additional resourcing.
5. We call on Government to re-commit to the full implementation of the National Disability Strategy. Proportions of budgets for mainstream programmes such as Action Plan for Jobs and Social Housing Strategy 2020 must be ring-fenced to meet the needs of people with intellectual disability.

Ormonde Business Park, Crumora, Galway
Tel: 091-762114 Email: info@nfvb.ie Website: www.nfvb.ie
Company No. 100450 Charitable Status No. CAY 10300

Budget 2016 announcement was very much in line with the National Federation's best expectation and reflected well on our whole-of-Federation approach to our Pre-Budget 2016 Campaign Strategy.

Meeting between the National Federation of Voluntary Bodies, Dr. Leo Varadkar, T.D., Minister for Health and Ms. Kathleen Lynch, T.D., Minister for Primary Care, Social Care (Disabilities / Older People) and Mental Health

The National Federation of Voluntary Bodies met with both Minister Varadkar and Minister Lynch in June 2015, to outline the scale of the financial crisis afflicting the Sector, the reasons for this and the consequences of it. The Chief Executive stated that appropriate measures needed to be taken at Departmental level to address this crisis and a Multi-Annual Investment Plan was needed in order to ensure the future sustainability of the sector.

The scale of the difficulties being experienced by service providers in respect of school leavers and the urgent need for a planning process to meet the needs of school leavers and those with changing needs over the period 2016 - 2018 was highlighted.

The National Federation emphasised the urgent need to reframe the relationship between the State and Voluntary Organisations Providing Services to People with Intellectual Disability and in this regard, called for the development of a successor document to *“Enhancing the Partnership/Widening the Partnership”*.

Service Arrangement Template

The National Federation of Voluntary Bodies, working in partnership with the other two national disability organisations; the Disability Federation of Ireland and the Not for Profit Business Association, and with the National Social Care Directorate, HSE, developed a revised Service Arrangement Template. This work involved ongoing consultation with member organisations and with professional legal advisors.

Key Result Area 6

Efficient and effective operation of the National Federation of Voluntary Bodies Secretariat and Company

As an incorporated company limited by guarantee it is important that the National Federation is operated in accordance with best corporate governance practice. It falls to the National Federation Secretariat to meet these obligations and also to ensure that its own affairs are managed efficiently and transparently.

To this end during 2015 we arranged:

- 8 meetings of the National Federation's Board of Directors;
- 4 General Assembly meetings;
- An Annual General Meeting in September 2015;
- The development of an annual Service Plan to give effect to objectives outlined in our Strategic Plan.

The Secretariat arranged the preparation and audit of financial accounts.

National Federation of Voluntary Bodies Pension & Life Assurance Scheme


The Secretariat oversaw the administration of the National Federation of Voluntary Bodies Pension Scheme, including liaison with New Ireland Assurance and Cornmarket and ensuring the timely submission of all members' contributions to the fund managers. All members' queries in relation to the scheme were dealt with in a timely fashion. There are currently 2848 members in the National Federation's Pension & Life Assurance Scheme with a fund value of €157,072,324 as at 31st December, 2015.

Dedicated New Ireland Pensions Consultants are available to complete a review of member's options under the scheme and the fund choices most suitable to them. Contact details of the dedicated New Ireland Pensions Consultant are available from member organisation's Pension Scheme Administrator.

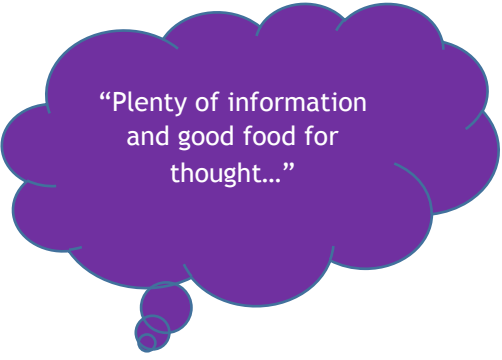
Retirement Seminars

As part of our continuing efforts to provide ongoing personal development and fulfilment for members of the National Federation's Pension and Life Assurance Scheme, the Pension Trustees, sponsored by New Ireland and in conjunction with Retirement & Life Planning, organised a series of Retirement Seminars for members of the NFVB Pension Scheme. This affords members an opportunity to make plans for a rewarding and enjoyable future in the years after work has finished.


Feedback from retirement seminar attendees:



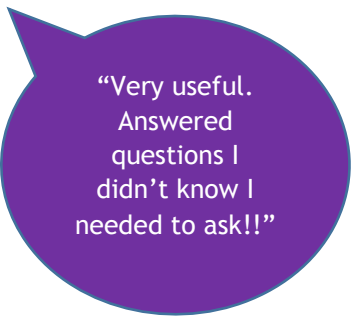
“Really beneficial and the advice on social welfare and tax was excellent”



“Plenty of information and good food for thought...”



“I found all of the day very useful and I gained a lot of information on planning for my retirement”



“Very useful. Answered questions I didn't know I needed to ask!!”

Freedom of Information

The Secretariat complied with the requirements of the Freedom of Information Act by:

- Collecting quarterly FOI statistics from relevant member organisations;
- Collating end of year statistics for inclusion in the Annual Report of the Information Commissioner.

The National Federation set up a Network of FOI Officers in 2015 which provided a forum for members to discuss issues in relation to the Freedom of Information Act, Data Protection, training and information requests received by members.

Finance Sub Committee

Our Finance Sub Committee is tasked with reviewing the funding and financial issues affecting the sector. Specifically they carry out detailed financial impact assessments on all policy developments, legislation, HSE and Department of Health circulars and directives. The committee provides practical advice and guidance to member organisations through the issuance of guidance notes, the organisation of finance seminars as appropriate. The Sub Committee plays a key role in representing to the HSE the financial issues and funding requirements of the sector.

Development of a Charter for the membership of the National Federation of Voluntary Bodies

In September 2015 work commenced on the development of a Charter for the membership of the National Federation of Voluntary Bodies through a dedicated consultation session, facilitated by Mr. Paul Doherty.

Ensure adequate communication with our members

The National Federation provides various supports to our members in relation to the sharing of information and facilitation of communication.

- During 2015 we collated and disseminated a weekly information bulletin to gather news stories and information on events relevant to our member organisations.
- We published quarterly newsletters with information received from our members and on key events and initiatives that the Secretariat office was involved in.
- We facilitated networking and the sharing of information, resources and expertise between organisations through supporting the operation of the National Federation Sub Committees which are focused on key areas of work.
- The organising of conferences and Sharing Innovative Learning seminars also played a key role in the communications strategy of the National Federation.



www.fedvol.ie



www.informingfamilies.ie

We maintained our National Federation website www.fedvol.ie and the Informing Families website www.informingfamilies.ie to ensure that we continue to provide up to date and relevant information to our members and the wider community. The Informing Families website provides information in seven languages for families whose child has been recently diagnosed with a disability.

Appendix 1

National Federation of Voluntary Bodies' Board of Directors, 2015

- Mr. John Hannigan, Sunbeam House Services (Chairperson);
- Mr. Sean Abbott, Cope Foundation; (replaced Colette Kelleher, Cope Foundation)
- Ms. Gere Byrne;
- Ms. Johanna Cooney, Brothers of Charity Services;
- Ms. Breda Crehan Roche, Ability West;
- Mr. Denis Cronin, Daughters of Charity Disability Support Services;
- Mr. Oliver Donohoe;
- Mr. Trevor Jacob, CWCW Enniscorthy;
- Mr. Christy Lynch, KARE;
- Mr. Vincent O'Flynn, Carriglea Cairde Services; (replaced Francis Coughlan, SOS
Kilkenny)
- Mr. Bernard O'Regan, Western Care Association;
- Mr. John Pepper, St. John of God Services;
- Mr. Pat Reen, Prosper Fingal;
- Ms. Anna Shakespeare, St. Michael's House; (replaced Patricia Doherty, St. Michael's
House)
- Mr. Maurice Walsh, CoAction West Cork.

Appendix 2

National Federation of Voluntary Bodies' Member Organisations

- Ability West, Blackrock House, Salthill, Galway
- Ard Aoibhinn Centre, Belvedere Road, Wexford
- Autism Spectrum Disorder Initiatives, Unit 3 & 4, Quayside Business Park, Dundalk, Co. Louth
- Beam Services, Barrow Haven, Regent Street, Bagenalstown, Co. Carlow
- Brothers of Charity Services Clare, Banner House, Clare Road, Ennis, Co. Clare
- Brothers of Charity Services Galway, Woodlands, Renmore, Galway
- Brothers of Charity Services Limerick, Blackberry Park, Ballykeeffe, Dock Road, Limerick
- Brothers of Charity Services Roscommon, Lanesbro Street, Roscommon
- Brothers of Charity Services South East, Belmont Park, Waterford
- Brothers of Charity Southern Services, Lota, Glenmore, Co. Cork
- Cairdeas Centre, Tullow, Co. Carlow
- Camphill Communities of Ireland, Ballytobin, Callan, Co. Kilkenny
- Carriglea Cairde Services, Carriglea, Dungarvan, Co. Waterford
- Cheeverstown House, Templeogue, Dublin 6W
- Children's Sunshine Home / Laura Lynn, Leopardstown Road, Foxrock, Dublin 18
- Clann Mór Ltd., Clann Mór House, Commons Road, Navan, Co. Meath
- Cairde Activation Centre Ltd, Unit 5, Largy, Clones, Co. Monaghan
- CoAction West Cork, Slip, Bantry, County Cork
- Cope Foundation, Bonnington, Montenotte, Cork
- Cork Association for Autism, Greenville House, Carrigtwohill, Co. Cork
- County Wexford Community Workshop, Beelefield, Enniscorthy, Co. Wexford
- Cumas New Ross, Butlersland Industrial Estate, New Ross, Co. Wexford
- DARA Residential Services, 36 Maynooth Road, Celbridge, Co. Kildare
- Daughters of Charity Disability Support Services, St. Vincent's Centre, Navan Road, Dublin 7
- Delta Centre, Strawhall, Carlow
- Drumlin House, Cootehill, County Cavan
- Gheel Autism Service, Ballycurraghan, Maynooth, Co. Kildare
- Holy Angels Day Care Centre, Strawhall Industrial Estate, Carlow
- KARE, Newbridge Industrial Estate, Newbridge, County Kildare
- Kerry Parents & Friends Association, Old Monastery, Port Road, Killarney, Co. Kerry
- L'Arche Ireland Secretariat, "An Siol", 42 West Street, Callan, Co. Kilkenny
- Malta Services Drogheda, Malta House, Fair Street, Drogheda, Co. Louth
- Moorehaven Centre, O'Brien Street, Tipperary
- Muiriosa Foundation, Moore Abbey, Monasterevin, Co. Kildare

- North West Parents & Friends Association, Holy Family Day Centre, Ballytivnan, Sligo
- Peacehaven, 1-2 Hillside, Greystones, Co. Wicklow
- Peamount, Newcastle, County Dublin
- Prosper Fingal, Strand Street, Skerries, Co. Dublin
- Prosper Meath (formerly known as MIDWAY Services), Beechmount Industrial Estate, Navan, Co. Meath
- RehabCare, Roslyn Park, Beach Road, Sandymount, Dublin 4
- SOS Kilkenny Ltd., Seville Lodge, Callan Road, Kilkenny
- St. Aidan's Service, Millands, Gorey, Co. Wexford
- St. Catherine's Association, Newcastle, Co. Wicklow
- St. Christopher's Service, Leamore Park, Battery Road, Longford
- St. Cronan's Association, Grange, Roscrea, Co. Tipperary
- St. Hilda's Services, Grace Park Road, Athlone, Co. Westmeath
- St. John of God Community Services, Provincial Administration, Stillorgan, Co. Dublin
- St. Joseph's Foundation, Baker's Road, Charleville, Co. Cork
- St. Margaret's Centre, Moorehampton Road, Donnybrook, Dublin 4
- St. Michael's House, Ballymun Road, Ballymun, Dublin 9
- St. Patrick's Centre (Kilkenny), Kells Road, Kilkenny
- St. Vincent's Centre, St. Mary's Road, Cork
- Steadfast House Ltd, Steadfast Industrial Estate, Drummond Otra, Carrickmacross, Co. Monaghan
- Stewarts Care, Palmerstown, Dublin 20
- Sunbeam House Services, Cedar Estate, Killarney Road, Bray, Co. Wicklow
- WALK, 1 Longmile Road, Dublin 12
- Waterford Intellectual Disability Association, 2 Belmont Road, Ferrybank, Waterford
- Western Care Association, John Moore Road, Castlebar, Co. Mayo
- Windmill Therapeutic Training Unit, Larkins Lane, South Main Street, Wexford

Appendix 3

National Working Groups/Steering Groups on which the National Federation of Voluntary Bodies was represented in 2015

Internal Groups

National Federation Quality & Standards Sub Committee

National Federation Finance Sub Committee

National Federation Implementation of National Policy Sub Committee

National Federation Human Resources Sub Committee

Next Steps Community of Learning

Progressing Disability Services for Children and Young People Reference Group

Restrictive Practices Working Group

Health & Safety Working Group

National Federation Pension & Life Assurance Scheme - Trustees

External Groups

National Consultative Fora

Disability Stakeholders Group (DSG)

National Children First Implementation Steering Committee

National Intellectual Disability Database

Sleepovers / European Working Time Directive (EWTD) Working Group

National Steering Committee on Universal Access

National Economic Social Council (NESC) – Quality Forum on Disability

NDA Introduction of Individual Budgets as a Resource Allocation System for Disability Services in Ireland – Steering Group

Public Transport Accessibility Committee (PTAC)

HSE's KPI Development Steering Group

Housing Sub Group (National Housing Strategy for People with a Disability 2011-2016)

HSE National Joint Council

HSE Joint Information and Consultation Forum

HSE / Umbrella Organisations – Human Resources & Finance Group

Inclusive Research Network

Public Water Forum

HSE / Disability Funded Agencies Safeguarding Reference Group

National Inter-Sectoral Safeguarding Committee

National Implementation Task Force on the Safety of Vulnerable People in Residential Disability Services

Value for Money/Transforming Lives Steering Group & Working Groups:

WORKING GROUP 1: PERSON-CENTRED MODEL OF SERVICES & SUPPORTS – STRATEGIC PLANNING

- Working Group 1: Sub Group 1 – Establish Base Line Data
- Working Group 1: Sub Group 2 - Evaluation Process: Service Delivery Models and Demonstration Projects

WORKING GROUP 2: PERSON-CENTRED MODEL OF SERVICES AND SUPPORTS – IMPLEMENTATION, OVERSIGHT & SUPPORT

- Working Group 2: Sub Group 1 - Time to move on from Congregated Settings
- Working Group 2: Sub Group 2 - New Directions
- Working Group 2: Sub Group 3 - Progressing Disability Services for Children and Young People (0-18's)

WORKING GROUP 3: PEOPLE WITH DISABILITIES AND COMMUNITY INVOLVEMENT

WORKING GROUP 4: QUALITY & STANDARDS

WORKING GROUP 5: MANAGEMENT & INFORMATION SYSTEMS

WORKING GROUP 6: GOVERNANCE & SERVICE ARRANGEMENTS

Appendix 4

National Federation of Voluntary Bodies' Financial Data 2015

National Federation of Voluntary Bodies Providing Service to People with Intellectual Disability Ltd

(A company limited by guarantee, not having a share capital)

STATEMENT OF FINANCIAL ACTIVITIES

(Incorporating an Income and Expenditure Account)
for the year ended 31 December 2015

	Notes	Unrestricted Funds 2015 €	Restricted Funds 2015 €	Total 2015 €	Total 2014 €
Incoming Resources					
Generated funds:					
Voluntary income					
Seminars		21,850	-	21,850	61,279
Activities to generate funds					
Pension Administration		-	75,000	75,000	75,000
Subscriptions		170,168	-	170,168	167,750
Investment and other income	3	100	-	100	197
Charitable activities:					
Grants from Funders	4	-	422,523	422,523	496,228
Other incoming resources		-	-	-	3,000
Total incoming resources		192,118	497,523	689,641	803,454
Resources Expended					
Net incoming resources available for charitable application		192,118	497,523	689,641	803,454
Charitable activities:					
Costs of Charitable Activities	5	35,473	512,081	547,554	669,394
Governance costs	6	53,618	-	53,618	53,618
Total resources expended		89,091	512,081	601,172	723,012
Surplus/(deficit) for the year		103,027	(14,558)	88,469	80,442
Net movement in funds for the year		103,027	(14,558)	88,469	80,442
Transfer between funds	13	(10,182)	10,182	-	-
Reconciliation of funds					
Balances brought forward at 1 January 2015		367,766	4,376	372,142	291,700
Balances carried forward at 31 December 2015	13	460,611	-	460,611	372,142

National Federation of Voluntary Bodies Providing Service to People with Intellectual Disability Ltd

(A company limited by guarantee, not having a share capital)

BALANCE SHEET

as at 31 December 2015

	Notes	2015 €	2014 €
Fixed Assets			
Tangible assets	8	345,957	358,770
Current Assets			
Debtors	9	14,742	15,626
Cash and cash equivalents		638,858	522,488
Creditors: Amounts falling due within one year	10	653,600 (466,575)	538,114 (422,013)
Net Current Assets		187,025	116,101
Total Assets less Current Liabilities		532,982	474,871
Creditors			
Amounts falling due after more than one year	11	(72,371)	(102,729)
Net Assets		460,611	372,142
Funds			
Restricted funds		-	4,376
General fund (unrestricted)		402,851	367,766
Unrestricted designated funds		57,760	-
Total funds	13	460,611	372,142

NATIONAL FEDERATION OF VOLUNTARY BODIES

Providing Services to People with Intellectual Disability

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 disability in Ireland. Our Member Organisations provide services to people with intellectual disability and their families in the Republic of Ireland and account for in excess of 85% of this country's direct service provision to people with an intellectual disability.

The services provided to people with an intellectual disability are founded on the values as set out in the O'Brien (1997) Principles of Inclusion, Choice, Dignity, Respect, Participation and Contribution. They are rooted in the rights based perspective that people with intellectual disability have the right to live full and active lives, and be active participating members of their own community.

Oranmore Business Park, Oranmore, Galway

Tel: 091-792316 Email: info@fedvol.ie Website: www.fedvol.ie

Company No. 330650 Charitable Status No: CHY 14080

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