

National Federation of Voluntary Bodies Secretariat



Annual Report 2014

Cover Artwork by Marie Graham



Marie Graham is a very creative individual and she uses her art-work as a means of expression. Marie loves all forms of art work including, painting, drawing, knitting, colouring and is a keen card maker. All of Marie's activities are based around her own choice. Marie uses every opportunity to utilise her initiative and this can be seen through her large collection of art work. Her sense of satisfaction and pride are demonstrated through a smile once individual projects are completed.

Marie uses her life experiences to reflect her art work and to inspire new projects, such as upcoming events like a friend's birthday or a holiday event. Art proves to be very beneficial to Marie as form of communication and expression. It allows her to utilise her creativity and talent and in turn provides a feeling of accomplishment and pride.

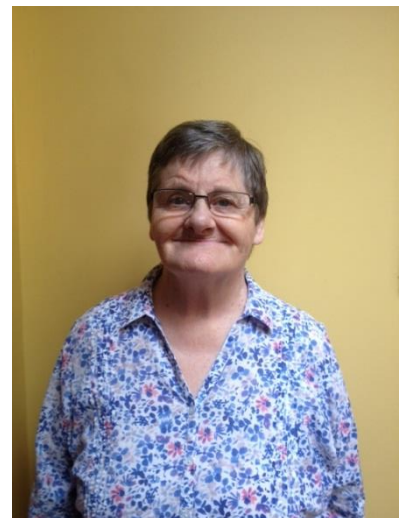


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Chairperson's Statement



On behalf of the Board of the National Federation of Voluntary Bodies I am delighted to sign off on and approve the Annual Report for 2014.

2014 has seen a substantial and diverse range of activities that the National Federation's Secretariat carries out in support of our Membership. There have been many challenges this year in terms of HSE funding, HIQA regulations and difficult press coverage. The National Federation's Secretariat have guided and led Members through a myriad of these difficult circumstances, leading to positive outcomes for the people we support. Their dedication, commitment and hard work have provided a solid base for the next couple of years.

I would like to take this opportunity to thank all the members of our various Regional Committees, Sub Committees, Task Groups and Reference Groups who's much valued contribution is vital in ensuring the effective execution of our Annual Service Plans.

The Board of the National Federation has demonstrated excellent leadership in a year of challenges and has, at all times, promoted the Membership and the excellent work it does. I would like to thank them for the personal support for me as Chairperson that they provided throughout 2014.

I would also like to congratulate and thank all the members of the Secretariat Team led by our Chief Executive, Brian O'Donnell, for all their excellent work in what was a very difficult year, and also for the quality of this Annual Report.

It has been an honour and privilege to be Chairperson of the National Federation of Voluntary Bodies and to work with and meet so many talented and dedicated people involved in the support of the people we serve.

A handwritten signature in black ink that reads "John Hannigan". The signature is written in a cursive, flowing style.

**John Hannigan,
Chairperson.**

Chief Executive's Statement



I am very happy to present the Annual Report of the activities of the Secretariat of the National Federation of Voluntary Bodies for 2014. During 2014 our activities were focused in the main, but not exclusively, on 6 areas as follows:

- Implementation of National Disability Policy;
- Quality Improvement and Innovation;
- HR Management and Development;
- Relationship Building with Key Stakeholders;
- Financial issues affecting the Sector;
- Efficient and effective operation of the National Federation of Voluntary Bodies Secretariat and Company.

There has seldom, if ever, been a more comprehensive policy landscape for people with intellectual disability and their families. During 2014, we were centrally involved in the formulation of disability policy and developed a range of activities to provide leadership and practical support to our members in the implementation of these policies.

Working closely with our Quality & Standards Sub Committee we provided ongoing support to member organisations in the implementation of the HIQA Standards in Residential Services for Adults with Disabilities. The role of the Person in Charge (PIC) was identified as being of fundamental importance in the implementation of the Regulations and to this end we organised a very successful conference on 9th October, 2014, which afforded the PICs an opportunity to share experiences and discuss issues and challenges arising from HIQA inspections.

Ensuring that members are fully briefed on human resources / industrial relations issues, as well as staff training and development opportunities, is vitally important. In this regard, during 2014, our HR Sub Committee met on a regular basis and we continued to work closely with the HSE's Corporate Employee Relations Service (CERS) and maintained our representation on the National Joint Council and the Joint Information and Consultation Forum.

Maintaining and deepening our relationship with key stakeholders was an important part of our Strategic Plan 2011-2014. During 2014 we worked closely with the HSE in the finalisation of the Service Arrangements Template and were represented on the National and Regional Consultative Fora. During the year we met with Inclusion Ireland, Disability Federation of Ireland and the Not for Profit Business Association and the National Disability Authority. On the international front we maintained our membership of the European Association of Service Providers for Persons with Disabilities.

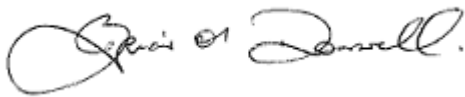
The lack of investment in Intellectual Disability Services, together with the budgetary cutbacks experienced by service providers since 2008, while at the same time responding to new and emerging needs, has led to a financial crisis in the sector. During 2014, our Communications Task Group developed a comprehensive Budget 2015 Campaign Strategy which sought to highlight the very real financial difficulties being experienced by members on the ground. While the financial crisis affecting the sector has not been resolved, with many organisations questioning their future viability, our Budget 2014 Campaign was successful in that at least no further cutbacks were inflicted on the intellectual disability sector.

As an incorporated Company Limited by Guarantee it is important that the National Federation is run as efficiently as possible and in accordance with best corporate governance practice. I am satisfied that during 2014 all of our compliance obligations were met in full, details of which are outlined in this Annual Report.

Overall 2014 was a very hectic year for the sector generally. What is contained in this report is a comprehensive outline of the detailed work which was carried out in support of all our member organisations during this stressful time.

As ever, I am indebted to my very dedicated and professional team for their hard work often over and above the call of duty and especially for the personal support to me over the past year.

I also want to express my gratitude to the members of our various Sub Committees who give of their time and expertise in such a selfless way. Finally, I want to thank my Chairperson, John Hannigan, and the Board for their support and guidance during 2014 which is much appreciated.

A handwritten signature in black ink, appearing to read "Brian O'Donnell". The signature is fluid and cursive, with a large initial 'B' and 'O'.

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

MEETING THE CHALLENGE IN CHANGING TIMES

STRATEGIC PLAN 2011 – 2014

Strategic Priorities:

The National Federation of Voluntary Bodies has developed five strategic priorities which form the basis of our Strategic Plan 2011 – 2014.

Strategic Priority One:

To provide guidance and leadership to our member organisations in the shaping and implementation of National Policy.

Objective:

- Support our membership in the management of change through the development of best practice change management guidelines.
- Provide practical support in the implementation of all new relevant National Policy Initiatives.
- Strengthen cohesion within the Federation at national and regional levels.
- Support effective implementation of the National Disability Strategy.

Strategic Priority Two:

Consolidate our commitment to continuous quality improvement and innovation.

Objective:

- Be involved in the shaping and implementation of the HIQA National Standards in Residential Disability Services.
- Identify extent to which quality accreditation has been achieved, or is being actively pursued, by member organisations.
- Provide practical support to member organisations in the implementation of appropriate quality systems.
- Identify the innovative and best practice quality developments for dissemination throughout the Federation and presentation to the critical decision makers.
- Consider and advise on how best to support and include people with intellectual disability, and families, in the decision making processes that affect their lives.

Strategic Priority Three:

Staff employed and volunteers engaged by member organisations should be equipped with the competencies and skills necessary to implement national policy relating to people with intellectual disability.

Objective:

- Ensure that training and development initiatives are focussed on skills development to meet the requirements of the new policy direction.
- Maximise the potential of the Croke Park Agreement to achieve greater flexibility in terms of skills mix and work practices.
- Identify and implement initiatives to address and overcome the challenges presented by the moratorium on public sector recruitment.
- Ensure that the value add which a vibrant community and voluntary sector brings to the lives of people with intellectual disability is clearly articulated and understood.

Strategic Priority Four:

To deepen our relationship with key external stakeholders in addressing issues of mutual concern in meeting the support needs of people with disabilities.

Objective:

- Ensure Federation is represented on all key national and regional Disability Fora.
- Strengthen our collaboration with national advocacy groups.

Strategic Priority Five:

Comprehensively review the funding and financial issues affecting the sector.

Objective:

- Develop a robust service costing methodology.
- Consider and review Resource Allocation Models.
- Respond to the Government's Value for Money Report on Disability Services.
- Examine in detail all matters relating to the commissioning and tendering for services.
- Examine the feasibility of a shared services approach to achieving better value for money.
- Review all matters relating to the introduction of personalised budgets.

Mission Statement:

"To provide the leadership and support that will enable voluntary organisations to adapt to a radically changing operating environment, with the ultimate aim of ensuring that the people whom our members support benefit from best quality service according to their needs."

Guiding Principles:

People with an intellectual disability have the right:

- + To be supported to live a life on their own terms;
- + To be included in all decisions that affect their lives;
- + To have meaningful, freely chosen relationships;
- + To be included as a contributing member of their own communities;
- + To choose their own supports and have access to the resources to do this;
- + To have the same rights, responsibilities and opportunities as every other citizen.

Core Values:

The values that guide the way we behave as a Federation are:

- + **Integrity** – We are loyal and committed to the mission and guiding principle of the National Federation of Voluntary Bodies.
- + **Professional Conduct** – Ensure that we adopt only the best business practices and disciplines.
- + **Openness** – Ensure that our communication is open and effective and our Governance and decision making processes transparent.
- + **Accountability** – Ensure that we are fully accountable to our members, to the people who we support and their families, funders and communities in respect of the decisions and actions we take.
- + **Person Centred** – Ensuring that we listen to, and are responsive to, the people we support.
- + **Quality Focussed** – Ensure that we always seek to improve and maintain commitment to innovation and development.
- + **Commitment to Staff** – Ensure that we facilitate and recognise staff contributions and efforts, and support individual development.
- + **Voluntary Ethos** – We are committed to the preservation of a voluntary ethos in the provision of supports to people with intellectual disability.

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

The National Federation Secretariat supported its member organisations in 2014 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 submissions on key issues of concern to the National Federation membership.

Implementation of National Policy Sub Committee

We continued to support the work of the National Federation's Implementation of Policy Sub Committee by organising meetings of the Sub Committee and executing its work-plan in 2014. This included reviewing and updating the Board of the National Federation on matters relating to policy direction and providing wide range submissions to Government Departments on key pieces of policy and legislation, as outlined below. At a national level we co-operated with the statutory authorities in the implementation of key policies.

Value for Money & Disability Policy Review

During 2014, the National Federation was represented on the Value for Money National Steering Group by Brian O'Donnell and Christy Lynch (Kare). The National Federation is also represented on the various Value for Money Working Groups.

"Time to move on from Congregated Settings" Report (HSE)

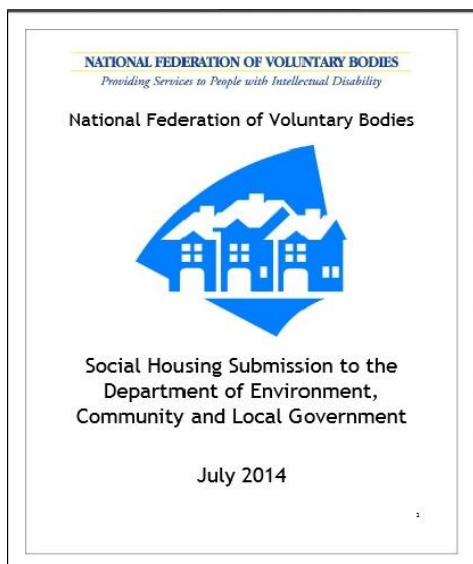
We were represented in 2014 on the National Steering Group, which was established to oversee the implementation of the recommendations contained in the "*Time to Move on from Congregated Settings*" report, by Denis Cronin, Daughters of Charity Disability Support Services. We worked with the HSE and the Department of Environment, Community & Local Government on the implementation of a high level, national framework to ensure co-ordination between the implementation of the recommendations of the report on congregated settings and the National Housing Strategy for People with a Disability 2011-2016. Through our Area Federation Committees, we worked closely with the HSE in the development of regional and area level implementation plans based on the national implementation plan.



National Federation Submissions on key policies and legislation

2014 was a busy year in terms of emerging policy and legislative change. Over the course of the year, the National Federation, through its Implementation of Policy Sub Committee and its Quality and Standards Sub Committee, gathered and collated feedback from our member organisations to respond to policy and legislation developments.

National Housing Strategy for People with a Disability 2011-2016



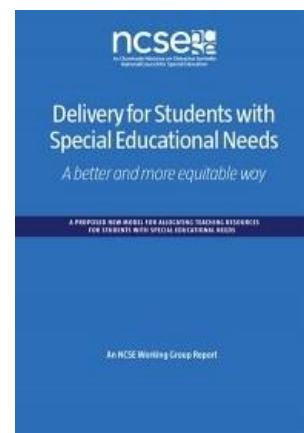
We were represented in 2014 on the National Housing Sub Group, which is tasked with the implementation of the *National Housing Strategy for People with a Disability 2011-2016*, by Alison Harnett, National Federation Secretariat. This group met monthly during 2014. A key piece of work undertaken by the National Federation in relation to housing in 2014 was the development of a comprehensive submission to the *National Housing Strategy 2020* - a mainstream housing strategy that was developed by the Department of Environment, Community & Local Government to address the key housing issues.

A copy of this submission, which highlights issues of key concern to people with disabilities and those who support them, in relation to housing, is available on the [National Federation website](#).

Through the Next Steps Project we continuously liaised with the Housing Agency in relation to the implementation of the *Housing Strategy for People with a Disability 2011-2016*, focusing particularly on supporting people to move from congregated settings.

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

In June 2014, the National Council for Special Education (NCSE) published its Working Group Report - '*A Proposed New Model for Allocation Teaching Resources for Students with Special Educational Needs in Mainstream Schools*'. 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 held a workshop on 20th October, 2014 to prepare a submission which was submitted to the NCSE outlining the views of its member organisations in relation to the proposed policy itself and its implementation.



Strategy on Domestic and Sexual Violence

On 17th November 2014, Colette Daly, Head of Social Work and Family Services with Ability West attended a consultation day on a new *Strategy on Domestic and Sexual Violence* on behalf of the National Federation. The consultation day took place in Dublin Castle, and was organised by the Department of Justice. Colette brought forward the needs of people with intellectual disability with regards to this strategy which is due to be published in 2015.

Discussion Paper on Sexual Offences against Vulnerable Persons.



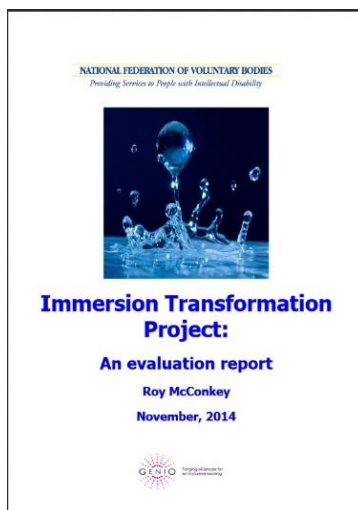
On 5th September, 2014, the National Federation held a well-attended workshop to bring together member organisations who wished to provide feedback on the Government's *Discussion Paper on Sexual Offences against Vulnerable Persons*. At this workshop it was agreed to collaborate with the Centre for Disability Law and Policy (CDLP) at the National University of Ireland, Galway and there was general agreement to support the CDLP's submission on this matter. In addition to this, the National Federation developed a separate submission with specific issues that are of particular relevance to people with intellectual disability. The National Federation Secretariat also supported the Inclusive Research Network in facilitating the preparation of their submission to the proposed legislation from the perspective of self-advocates.

L: Dr Eilinoir Flynn, Centre for Disability Law and Policy, NUIG speaking at the National Federation's workshop on the Sexual Offences Discussion Paper

Supporting the development of individualised and self-directed supports

In 2014 the National Federation undertook a range of initiatives in order to progress the development of individualised and self-directed supports. These included the commissioning of an independent evaluation of the Immersion Programme that had been held in 2013; collaboration with Genio in the provision of the Enabling Excellence training programme; and the continued work of the Next Steps Project community of learning. Further detail on these initiatives is provided below.

Immersion Programme Evaluation



An important aspect of any initiative is the monitoring of outcomes. To this end, an evaluation of the Immersion Project which took place in 2013 was carried out during 2014. Professor Roy McConkey from the University of Ulster was commissioned to undertake this evaluation.

Professor McConkey used various sources of information during the evaluation including progress reports from participating services, questionnaires, interviews with change team leaders and focus groups with people supported, family carers and frontline staff. A '*Learning from Immersion*' seminar was organised for the National Federation members in September 2014 which gave an opportunity to reflect on the learning gained and to share their experiences of the process so far. The report was completed in November 2014. A copy may be downloaded from the publications section of the National Federation website www.fedvol.ie

DVDs of presentations from the Immersion Transformation Project

The Immersion Transformation Project week-long event was recorded and following its completion, DVD's showing the teaching provided by the contributors during the event, were distributed to the member organisations. The National Federation would like to say a special word of thanks to Brian Manning from Sunbeam House Services for his great work on editing the footage.

Enabling Excellence Programme

Following the Immersion Transformation conference in 2013, Genio and the National Federation worked together with a view to responding positively to the demand from members to make the type of training received during Immersion more widely available. The result of this collaboration was the 'Enabling Excellence' programme, which incorporates many of the key elements of a previous programme rolled out by Genio entitled 'Endeavour for Excellence' and focused on practical implementation of Social Role Valorization theory. This training was delivered in four separate

modules by Hope Leet Dittmeier from 'Realizations' in the US and Paul Doherty from Genio. The programme was based in both Dublin and Limerick over a nine-month period from February - September 2014. Individuals from thirty National Federation member organisations took part in the training.



Hope Leet Dittmeier, teaching on the *Enabling Excellence* Programme



NATIONAL FEDERATION OF VOLUNTARY BODIES

Providing Services to People with Intellectual Disability

Next Steps Project

'Next Steps' is a project that was set up 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 Next Steps Project continued its work in 2014 with 23 member organisations progressing case studies documenting the movement towards individualised supports. The work undertaken in each of the case studies was benchmarked against the goals of four key policies, the Value for Money and Policy Review; the New Directions Report, the Congregated Settings Report and the National Housing Strategy for People with a Disability 2011-2016.



Sharing learning about inclusive recruitment at the Next Steps Meeting

During the year information was shared amongst the community of learning about topics such as the importance of valued social roles to the connections and sustainability of a person's meaningful inclusion in community; the development of community hubs; inclusive recruitment and family engagement. We also continued to share significant information with the Housing Sub Group which is progressing the implementation of the National Housing Strategy for People with Disabilities 2011-2016.

During 2014 we held 6 bi-monthly meetings at which good practice was discussed and shared. Outcomes were achieved for individuals in relation to day supports and choice in relation to living options. Learning from this project has also been disseminated within the wider National Federation network, through the project's Community of Learning and a national dissemination event which took place in March 2014 and with European partners through the European Association of Service Providers for People with Disabilities (EASPD).

Shared Innovative Learning Events

During 2014, a range of Sharing Innovative Learning seminars on innovative practice and workshops on key policy and legislative developments were organised by the National Federation. Over 940 people including front-line staff and managers; people supported; family members and individuals from statutory organisations and agencies attended these events. Further information about these events is presented below. All presentations relating to these events can be downloaded at the National Federation website www.fedvol.ie.

Assisted Decision Making Event, January 2014



Laura Powell, Maria Walls, Francis Coughlan & Dr. Eilionoir Flynn

Powell, (St John of God Community Services) presented on the model developed by Cher Nicholson in a presentation entitled 'The South Australian Supported Decision Making Project'. Christine Delany and Jennifer Deacy (Prosper Fingal) presented on total communication approaches and their role in the decision making process. In the afternoon, during Roundtable Discussions there was an opportunity for delegates to discuss the key issues raised at the event and to outline current obstacles that exist to supported decision making and how they can be overcome.

The National Federation hosted a Sharing Innovative Learning Seminar (SIL) on 29th January, 2014 on the forthcoming "Assisted Decision Making Bill". The presentations at the event by Dr. Eilionoir Flynn, National University of Ireland and Maria Walls, National Federation Secretariat, outlined the current debate on revisions to the Bill and the issues relevant to individuals, family members and service providers.

Next Steps Dissemination Event, March 2014

On 24 March 2014, over 220 self-advocates, family members, CEOs, front line staff and managers, HSE, Government Departments and Local Authorities came together in Portlaoise to share the learning gathered by the Next Steps Project through the case study approach of the project during the previous year. A waiting list was needed as the event was over-subscribed, demonstrating the enthusiasm and interest throughout the sector for moving to individualised supports.



Christy Lynch - Chairperson of National Federation, Pat Healy - National Director of Social Care HSE, Alison Harnett - Next Steps Project Coordinator, Brian O'Donnell - National Federation Chief Executive and John O'Dea - Chairperson of the Next Steps Project.

The Next Steps Project was delighted to welcome Mr. Pat Healy, National Director of Social Care with the HSE to speak at the conference. Mr Healy described the key challenges of the HSE in 2014; to reform service provision in order to deliver a more person-centred model of support and to sustain service provision by delivering within resources, targets and standards. Mr. Healy indicated his strong support for the work of the Next Steps Project in working with the HSE towards reform and the realisation of individualised supports.



Mary and William Seymour, West Cork



John O'Dea (Next Steps Project), Conor Counihan (St Joseph's Foundation) & Deirdre Scully (HSE)

The day then focused on the sharing of innovative practices that are supporting individual lives and lifestyles of choice. A selection of case studies from eight of the participating organisations was presented, representing a wide range of individual approaches that includes people's occupations during the day and the places that people have chosen to live. Presentations shared a wide range of lifestyle choices and roles that people have adopted, including living as a married couple, attending mainstream college and becoming a home-owner, and the appropriate supports provided to support these decisions. A key learning point from the work to date has been that having valued roles in community builds sustainable inclusion and involvement. We heard about various models of support that work to enable and develop valued social roles in the community for the people supported, tools for managing self-directed support, and a range of approaches to living in the community for people who have come from congregated settings.

The presentations made at the conference can be downloaded at the following link http://www.fedvol.ie/Next_Steps_Project/Default.1644.html (scroll down the page for the Dissemination Event 2014 section). For any further information contact Alison.harnett@fedvol.ie

Follow up to Immersion-Shared Innovative Learning Seminars with David Pitonyak, June 2015



David Pitonyak was one of seven international presenters at the Immersion Event which took place in April 2013. From the feedback at this event people expressed an interest in hearing more about his work and so the National Federation invited him to Ireland to facilitate two workshops in June

2014. He presented two workshops entitled *“Beyond Behaviours and Supporting Confidence, Competence, and Well-Being”* and *“The Importance of Belonging”*.



The overall response of delegates from the event evaluation was that David made neuro-science understandable, and that he had particular skills in backing up his theories with stories and examples which delegates felt would stay with them long after the event and which they could transfer to their work environment.

Strengthen cohesion within the Federation at national and regional levels

During 2014, the Chairperson met with each of the Area Federation Committees in order to get a fuller understanding of issues of particular concern at the regional levels.

Cohesion between member organisations was also strengthened through the Sharing Innovative Learning events outlined above and through the development of the community of learning of the Next Steps Project. Through the meetings of the various Sub Committees and Working Groups and by holding four General Assemblies over the course of 2014, National Federation members liaised with colleagues in member organisations and external agencies on key issues.

Members of the Communications Task Group were assigned with devising a National Federation Campaign Strategy in respect of Budget 2015. 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 2015. Budget 2015 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.

Support the effective implementation of the National Disability Strategy

The National Federation is a member of the Disability Stakeholders Group, represented by Brian O'Donnell, Chief Executive. The Disability Stakeholders Group, which consists of organisations and individuals with lived experience of disability, is one part of the National Disability Strategy Implementation Group. During the course of 2014 a review of the Disability Stakeholders Group was carried out by the Department of Justice and Equality with a view to establishing a reconstituted Disability Stakeholders Group in 2015.

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



In 2014 the Inclusive Research Network (IRN) was busy preparing for the Home & Independence Study which was carried out during the year, involving approximately 20 interviews with people with an intellectual disability. The study is about moving from institutions and/or group homes to independent living. It takes in each person's life story and shows examples of both good and bad support in the transition between institution and independence. It tells us what worked and what did not work during the process.

Training Days were held during 2014 in UL in Limerick where IRN members were trained in how to be co-researchers. At previous IRN meetings role play had taken place and a video was recorded to be used for training purposes. Everyone took part in role play of each question on the Interview Sheet. The members decided which questions they wanted to ask. At the final Training Day there was positive feedback about having the video at the training and people found it very helpful. The handbooks were sent to the co-researchers to begin their research.

When all the interviews are finished a final report will be published in 2015 showing the results of the research. Some representatives of the group will then present the findings to the Board of the National Federation of Voluntary Bodies and also at conferences and workshops.

During 2014 the IRN presented an abstract at the International Association for the Scientific Study of Intellectual and Developmental Disabilities (IASSIDD) conference in Vienna where we explained about the study.

IRN also applied for funding to set up a European Inclusive Research Network in Europe.

You can find out further information about the work that the IRN was involved in during 2014 in the following section of our Annual Report.

Brian Donohoe,
Secretary of IRN Steering Group

Home & Independence Study:

The National Federation continued its partnership with the National Institute for Intellectual Disability and the University of Limerick in supporting the work of the Inclusive Research Network Steering Committee. This committee is made up solely of self-advocates and is chaired by Patrick Santry from CoAction in Cork.



During 2014 the IRN continued with the research project entitled “Home & Independence Study” which is based on Life Stories and the experiences of people with intellectual disabilities moving to their current homes. IRN firstly focused on training members to participate as researchers in the Home & Independence Study and subsequently developed interview packs, conducted interviews and gathered data for the project. The transcribing of the findings was jointly done by National Federation, University of Limerick and Trinity College.



Members of the Inclusive research network working together on the Home & Independence Study.

IASSIDD

IRN members Ger Minogue and Brian Hogan presented an abstract of the study at the IASSIDD conference in Vienna in July 2014 which was based on the preliminary findings of the research. They also explained how members of the IRN used training videos to train self-advocates on how to conduct research. They said it was a very rewarding experience and that their presentations received a lot of interest.

Right - Brian Hogan and Ger Minogue at the IASSIDD Conference in Vienna



Submission by the Inclusive Research Network to the Department of Justice & Equality:



A submission was made by the Inclusive Research Network to the Department of Justice & Equality on the *Discussion Paper on Sexual Offences against Vulnerable Persons* in September 2014. Each section of the submission began with quotes directly from IRN members. The feedback stated that people wanted their voices heard on issues that impact on their lives.

The IRN continued to lobby the Government for a disability neutral law in relation to the issue of sexual offences. A copy of the submission can be found under publications on the National Federation's website: www.fedvol.ie .

Kathleen O' Leary, IRN member



Members of IRN at a training workshop

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 National Federation's Quality and Standards Sub Committee is the main forum for addressing concerns and issues arising for member organisations coming under the Health Care Act 2007 (Care and Support of Residents in Designated Centres for Persons (Children and Adults) with Disabilities) Regulations 2013. The Sub Committee, chaired by Dr. Bob McCormack, Dara Residential, met on 7 occasions during 2014 and the main focus of meetings was the sharing of information between organisations regarding the HIQA inspection and registration process. The Secretariat, in support of the work of the Quality and Standards Sub Committee, created a dedicated page on the National Federation's website providing information in relation to the Regulations / HIQA and facilitated the sharing of information, documentation and policy/procedures between organisations. An online discussion forum was also established to facilitate engagement between member organisations.

HIQA Providers Forum

Throughout 2014 the National Federation participated in the HIQA Providers Forum which 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. Specifically the work of the 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.

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 2014 the National Federation was represented on the HIQA Providers Forum by Dr. Bob McCormack, Chairperson Quality & Standards Sub Committee, Mr. Brian O'Donnell, and Ms. Jillian Sexton, National Federation Secretariat.

HIQA Submission - Feedback on the Registration & Inspection of Residential Services for Children and Adults

Since the commencement of the regulations National Federation member organisations have been involved in a large number of inspection and monitoring visits. Arising from same there have been considerable lessons learnt and issues arising which the National Federation sought to capture and to raise with the regulatory authority HIQA and other key stakeholders. A comprehensive submission was made to HIQA in December, 2014 detailing the primary issues.



Costings - Meeting regulatory requirements:

The National Federation also sought to gather information from members in relation to the costs associated with meeting the requirements of the regulations and implementing the actions outlined in HIQA inspection reports / action plans. This information was submitted to the HSE in 2014 and formed the basis of discussions in relation to resource requirements for service providers.

Conference - 'The Role of the Person-in-Charge'

The role of the 'Person-in-Charge' (PIC) is central within the regulations - Health Care Act 2007 (Care and Support of Residents in Designated Centres for Persons (Children and Adults) with Disabilities) Regulations 2013. To support PICs in this role a conference was organised by the Quality & Standards Sub Committee of the National Federation which took place on Thursday 9th October, 2014 in the Heritage Hotel, Portlaoise. The event was an opportunity for PICs to share experiences, discuss issues and challenges arising from HIQA inspections and to learn from the experience of colleagues within other organisations. The event proved very

successful with delegates providing comprehensive feedback on the event and identifying areas in which they would like support in the future. A conference evaluation report was published which is available on the National Federation website - www.fedvol.ie - along with all the conference presentations.

"It was great to share issues and concerns with other organisations"

"Excellent event it delivered exactly what it said it would"



Mr. Brian Dowling, Department of Health; Ms. Bernie O' Sullivan, Cope Foundation; Dr. Bob McCormack, Dara Residential; Ms. Clare O'Neill, SJOG; Ms. Pamela Fagan, Health Care Informed (HCI); Ms. Marion Meany, HSE; Mr. Finbarr Colfer, HIQA; Ms. Liza Fitzgerald, Cope Foundation.

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

The HSE published 'Draft Interim Standards for New Directions, Services and Supports for Adults with Disabilities' for public consultation from 8th September to 17th October, 2014. These Draft Interim Standards arose from recommendations in 'New Directions, The review of HSE Day Services and Implementation Plan', published in 2012. Information sessions were held regionally by the HSE and the National Disability Authority to prepare for the consultation period, with many people supported by member organisations, staff and family members attending. The National Federation secretariat supported the development of easy to read materials for use in the consultation process.

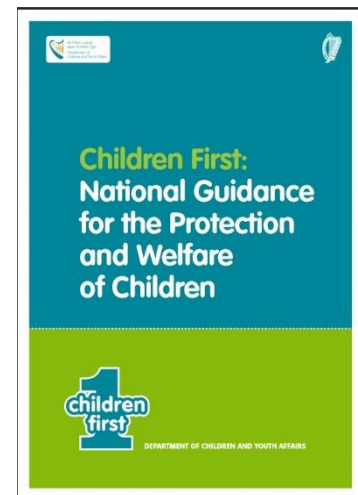
The National Federation held a workshop on 2nd October, 2014 for member organisations to discuss and make comment on the Draft Interim Standards. In addition to the feedback provided at this workshop written submissions were provided by a number of individual organisations. The responses were collated and a comprehensive submission was made to the National Disability Authority on 17th October, 2014.

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 2014 with bi-monthly committee meetings taking place. The National Federation was represented on the Committee by Jillian Sexton, National Federation Secretariat and Maria Corrigan, St. John of God Services. The role of the group is to:

- Develop and recommend a standardised framework for a Child Protection and Welfare Policy, Procedures & Practices, specific to Disability Services and consistent with Children First 2011 for adoption by all Disability Services;
- 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.



In support of the work of the National HSE Committee, a National Federation Children First Implementation Group was established to support organisations in implementing the provisions of Children First, sharing information and networking, and also to prepare for the forthcoming Children First and related child protection legislation. The group met on 5 occasions during 2014 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.



Adult Safeguarding Policy

The HSE Working Group, which was established to develop an adult safeguarding policy, continued its work during 2014. Ms. Colette Daly, Head of Family Services and Social Work, Ability West, represented the National Federation on the HSE National Working Group. In March 2014 the National Federation made a submission to the group in relation to the National Draft Policy and in September 2014 a briefing session regarding the Policy was arranged for Federation members. The final 'Safeguarding Vulnerable Persons at Risk of Abuse National Policy & Procedures' document was launched by Kathleen Lynch TD, Minister of State at the Department of Health with special responsibility for Primary Care, Social Care (Disabilities & Older People) and Mental Health in December 2014 and it is proposed that it will be reviewed

following a 12 month implementation period. Following publication of the policy a National Task Force was established by the HSE to oversee its implementation. John Hannigan and Brian O'Donnell were appointed as the National Federation's representatives on this Task Force.

Consider and advise on how best to support and include people with intellectual disabilities and families in the decision-making processes that affect their lives

The National Federation continued its commitment in 2014 to supporting and including people with intellectual disabilities and their families in the decision-making processes that affect their lives, through a range of initiatives.

- The inaugural meeting of the Family Forum took place on June 7th 2014 with family / friend representatives from across all National Federation member organisations being invited to attend the meeting. In welcoming attendees National Federation Chairperson Mr. John Hannigan outlined the purpose of the meeting:
 - To establish if families and friends would value a forum to meet on a national basis.
 - To establish how this forum could operate and what role it might have.
 - To help the National Federation to understand how best to engage with families and to ascertain families/friends' views.
 - To provide an opportunity to influence national policy and to lobby Government regarding the needs expressed by families.

The meeting commenced with an overview of key national policies and then participants broke into small groups to discuss the establishment of the Family Forum and the key issues which they felt such a Forum could address. The meeting was very productive and provided clear direction to the Board of the National Federation in relation to the role such a Family Forum could play and the importance of having rich engagement with families.

- We are continuing to support the IRN Steering Group 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 national dissemination event and bi-monthly meetings as well as contributing to the debates and site visits organised by the project in 2014.

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 met on 5 occasions in 2014. The Group is chaired by Ms. Olive Leonard, Director of Human Resources, Muiriosa Foundation, and membership is open to all human resources personnel across National Federation member organisations. The primary aim 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.

Key areas of work undertaken by the Operational Human Resources Group during 2014 are detailed below:

- We sought to ensure that organisations were fully briefed on human resource / industrial relations issues through regular meetings of the Operational Human Resources Group. A key element of the work of the National Federation throughout 2014 related to 'sleepovers' and addressing the issues raised by the relevant health sector trade unions. In February 2014 two briefing sessions were held for National Federation members that aimed to ensure that organisations were fully briefed on the issues raised by the trade unions relating to sleepovers and the associated legal obligations arising from the Organisation of Working Time Act and to provide an update on the talks underway nationally. The matters under discussion were subsequently referred to the Labour Court for consideration and the Court issued a recommendation in September 2014. Work continued between the parties involved in the implementation of the LC recommendations in the final quarter of 2014.
- We continued to work closely with Corporate Employee Relations Services (CERS), HSE throughout 2014. 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. Updates and briefing sessions were arranged for National Federation members as necessary.
- The position in relation to industrial relations matters of relevance to agencies were 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 Rose Rafferty, St. Michael's House, and Olive Leonard, Muiriosa Foundation, represented the interests of National Federation members on the Council during 2014. The JICF provides a forum for information sharing and consultation

in relation to HSE proposals. The National Federation was represented on the JICF during 2014 by Conor Counihan, CEO, St. Joseph's Foundation and Jillian Sexton, Human Resources Training & Development Co-ordinator, National Federation Secretariat.

- Regular 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 2014 to ensure that organisations had access to a timely Garda vetting process for all newly recruited staff / volunteers
- A number of briefing sessions were arranged for National Federation members during 2014 which focused on specific areas of interest - Revised Public Sector Sick Pay Scheme; Performance Management Systems; Workforce Planning & Workplace Relations Reform.

Public Sector Sick Pay Scheme - March / December, 2014:

On March 13th 2014 Ms. Aoife O'Riordain, CERS, HSE, provided an overview of the revised public sector sick leave scheme introduced by the Dept. of Public Expenditure and Reform. A further briefing session in relation to the Scheme took place in December 2014 facilitated by Mr. Sean Keane, Pensions Manager Standards & Quality and Ms. Bernie Neary, Pensions Manager, VHSS / NHASS Unit, National Pensions Management, HSE. This session specifically addressed the Temporary Rehabilitation Remuneration (TRR) element of the Sick Pay Scheme and employers obligations under the Nominated Health Agencies Superannuation Scheme which applies to Section 38 agencies.

Workforce Planning, HSE - April, 2014:

Mr. Paddy Duggan, Workforce Planning, Analytics & Informatics, National HR Directorate, HSE made a presentation at the April meeting of the Operational Human Resources Group on the topic of '*Health Human Resource Planning 2014-2017*'. The presentation outlined the work which is underway nationally in developing a shared / health sector wide understanding of workforce planning and the development of a workforce planning strategy for the health sector.

Workplace Relations Reform - July 2014:



On July 2nd 2014 Ms. Anna Perry, Deputy Director of Conciliation, Workplace Mediation & Early Resolution Services at the Labour Relations Commission presented on the current changes occurring in Workplace Relations structures. In her presentation Ms. Perry outlined the complex structures in place before the reform programme commenced and provided an update on the key elements of the reform programme to be introduced. The overall aim of the reform is to develop a world class workplace relations services that serves the needs of employers and employees in a timely and efficient manner.

Left: Ms. Anna Perry, Conciliation, Workplace Mediation & Early Resolution Services at the Labour Relation Commission

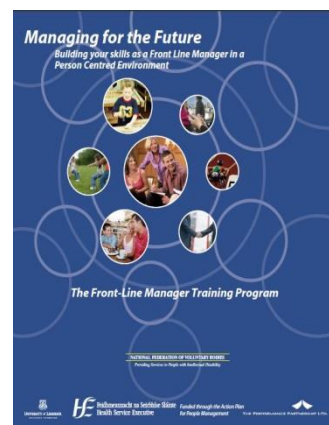
Performance Management Systems - July, 2014:

Ms. Audrey Farrell presented the findings of research which she had conducted with National Federation members on the performance management and reward practices in place in the intellectual disability sector in Ireland. Specifically the research focused on the operation of formal performance management systems, types of reward / recognition systems in place and how organisations motivate employees to improve individual performance.

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

A further cycle of the National Federation's Front Line Managers Training Programme (Level 6, National Framework of Qualifications) commenced in the University of Limerick in September 2014. This was the eighth programme run in conjunction with UL and feedback from the programme has been overwhelmingly positive. In addition a series of briefing sessions / workshops aimed at enhancing service provision were organised by the National Federation throughout 2014.



Cancer Screening & Early Detection Workshops



During 2014 the National Federation continued to collaborate with the National Cancer Screening Service (NCSS) and build on the work undertaken in previous years. A further workshop on cancer screening and early detection took place on May 15th 2014 in Muiriosa Foundation, Monasterevin, Co. Kildare. The aim of the workshop was to equip facilitators with the knowledge and skills needed to be able to support informed choice in relation to cancer screening within participants respective organisations and to

provide accurate information about cancer screening services to people with an intellectual disability. The workshop particularly focused on the national population-based cancer screening programmes in Ireland - BreastCheck, CervicalCheck, BowelScreen and Diabetic RetinaScreen.

The workshop was granted Category 1 Approval (6 CEUs) by An Bord Altranais and also aimed to support organisations in meeting obligations under the HIQA standard relating to promoting the health and development of individuals being supported by services. In particular standard 4.1.3 which states 'each person has access to screening, early detection and the full range of universal health and welfare services in the community including oral, optical and aural services' and the actions outlined in the HSE's publication 'Healthy Ireland - A Framework for Improved Health and Wellbeing'.

Support opportunities for cross-organisational sharing of resources and expand the range of eLearning resources available to organisations

The Learning-on-Line Working Group continued its work during 2014 and the following were the main areas of work which the group concentrated on:

- The development of further on-line modules focusing on priority topics for National Federation members;
- The provision of standard policies such as Trust in Care & Dignity at Work in an online learning format;
- The provision of information on the options open to organisations in relation to computer hard ware / software / information management systems (tracking and monitoring of employees learning) / platform - hosting modules;
- To consider the practical factors which need to be considered by organisations when developing on-line learning such as appropriate usage of on-line learning, work time / personal time, etc;
- To develop a repository / resource library of materials for organisations and learners to access;
- To ensure that organisations can access the resource materials / library and online journals which are available through HSEL; and
- To develop a “community of practitioners” across organisations where National Federation members can share their experiences i.e. an online forum which would need to be facilitated / moderated.

Through the work of the various Sub Committees and Working Groups organisations have also shared documentation, policies and procedures, to support one another.



Public Service Stability Agreement 2013-2016 - The Haddington Road Agreement

The National Federation met with the HSE in early 2014 to discuss the most appropriate means of capturing data relating to the savings achieved and actions undertaken through implementation of the Haddington Road Agreement. Templates were subsequently issued to agencies during 2014 and the data collected formed part of the HSE’s overall reporting to the National Oversight Committee for the Haddington Road Agreement.

Support the health and safety/employee well-being initiatives of member organisations

Health & Safety / Employee Wellbeing Working Group

The Health & Safety / Employee Wellbeing Working Group, chaired by Ms. Anne Clinton, Health and Safety Manager, St. Michael' House, continued to meet throughout 2014. Over the past number of years the 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 commencement of the HIQA registration and inspection process was a key focus of the work of the group throughout 2014.

Ms. Joan Flynn, Health & Safety Authority, attended a meeting of the Working Group in November 2014 to provide an overview of the work of the HSA and address queries arising for members in relation to the role of the HSA and inspections undertaken by the Authority.



Employee Assistance Programme

During 2014 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.

In April 2014 VhiCorporate Solutions launched an enhanced Employee Assistance Programme website - www.wellbeing-4life.com - which aims to provide employees with information, advice and support to enable them to improve their overall wellness and assist employees in planning for upcoming life events or manage ongoing challenges. An on-line monthly EAP Promotion was also circulated by VhiCorporate Solutions which focused on a range of topics of general interest to employees.

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 2014, we worked closely with the HSE and continued our participation on the National and Regional Consultative Fora. We were also represented on the Value for Money and Disability Policy Review Steering Group, the National Disability Strategy Implementation Group, Disability Stakeholders Group, the National Joint Council and the HSE Joint Information and Consultation Forum.

Strengthen our collaboration with national advocacy groups and other national organisations

During 2014 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 mutual concern / interest.

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

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:

- Inputting into EU's Disability Strategy 2010 - 2020, and evaluation of its implications for service provision in Ireland.
- Continuing to be represented on the Board of EASPD and on the Standing Committee on Education.

Access to Justice for persons with Intellectual Disabilities (AJuPID)

The National Federation is 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 UN Convention on the Rights of Persons with Disabilities and the rights of people with disabilities. The National Federation participated in



this project in 2014 by attending the transnational partner meetings and study visits and by researching the promising practices that are available in Ireland. 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 researchers of these universities are investigating how legal guardianship operates for disabled people in different EU countries. They are also reviewing if the laws and practices of guardianship are in line with the human rights of disabled people as outlined in the UN Convention. 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



**Delivering E-Learning Accreditation
to Reduce Occupational Stress
in Employment**

The National Federation is a partner in the European funded DELAROSE Project which is led by Waterford Institute of Technology. The DELAROSE - *Delivering E Learning Accreditation to Reduce Occupational Stress*

in Employment - Project aims to provide health and social care professionals with an understanding of work related stress and thereby empower them to reduce and manage work related stress at an environmental and personal level as a means of promoting well-being in the workplace. The Project, which commenced in late 2013, will run until October 2015. Project Partners met throughout 2014 with the aim of developing the content for the online educational programme and agreeing the assessment process for accreditation purposes.



Members of the DELAROSE Steering Committee

Key Result Area 5

Comprehensively review the funding and financial issues affecting the sector

Ensure adequate funding for the maintenance, reconfiguration and development of progressive quality disability services

The Communications Task Group was tasked with devising a comprehensive National Federation Campaign Strategy in respect of Budget 2015. 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 2015. Where possible, parents accompanied senior staff at these meetings. Each of the Area Federation Chairpersons prepared regular progress reports and forwarded them to the National Federation Secretariat which outlined the public representative's 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. Budget 2015 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 2015 Campaign Strategy.

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

BUDGET 2015 -
REBUILD LIVES AND SUPPORTS

ALLOW PEOPLE WITH INTELLECTUAL DISABILITY TO LIVE FULL LIVES AS EQUAL CITIZENS

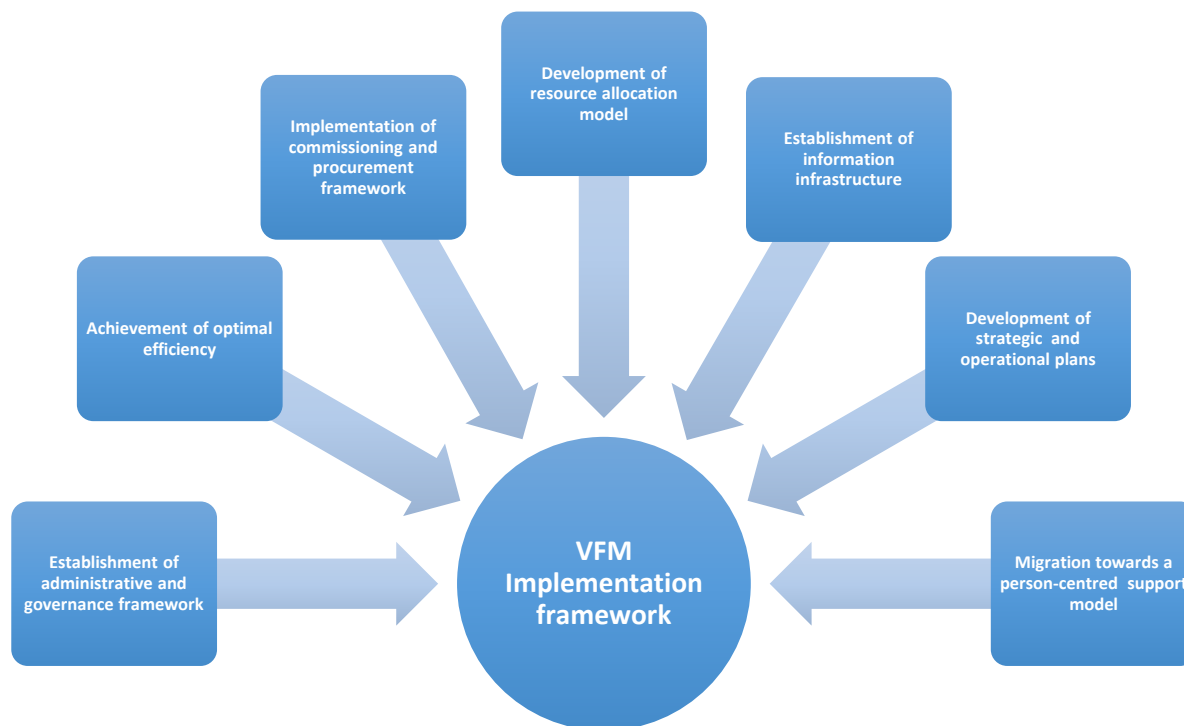
KEY MESSAGES:

1. There is a growing gap between the need and demand for supports for people with intellectual disabilities and their families, and the resources available to meet them. It is time to bridge this gap in order to sustain and build these essential supports.
2. Disability organisations have experienced substantial budget cuts over the past 7 years, resulting in a reduction of over 20% in funding. Service providers have made every effort to protect essential services with reduced resources. It is no longer possible to continue to provide quality supports in this way.
3. We welcome the investment in services and supports for school leavers in 2014, but additional resources are required to address emergencies, changing needs and ever increasing demands.
4. The substantial increases in waiting lists for residential services, respite and other supports can only be dealt with by additional investment.
5. Service providers continue to do everything possible to minimise costs and maximise efficiencies. The adoption of HIQA quality standards throughout services is placing significant additional demands on already reduced resources. It will not be possible to meet all the requirements of the standards without additional investment.

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Company No. 330800 Charitable Status No. CHY 14050

Value for Money & Policy Review of Disability Services

The above report was published in 2012 by the Department of Health. During 2014, a National Implementation Framework relating to the report was developed. The Framework provided for a number of Working Groups and Sub Groups. The National Federation is represented on the Working Groups and Sub Groups, and details of these groups - including Purpose and Objectives, together with an outline of National Federation representatives are set out in the attached Appendix 3.



Annual Compliance Process

During 2014, formal commitment by Boards of Section 38 organisations, to make a Statement of Compliance to the HSE, was required by May 31st 2014, in respect of 2013. The process required National Federation member organisations to identify areas of non-compliance and to agree an action plan to address these areas.

The National Federation raised members' concerns to the HSE in respect of the wording of the Compliance Statement. The National Federation welcomed the HSE's decision to amend the wording in response to the concerns raised.

A half day Annual Compliance Process / Governance Event with Mason, Hayes & Curran Solicitors took place for both Section 38 & 39 organisations on 28th May, 2014, in the Heritage Hotel Portlaoise. The purpose of the Workshop was to assist the attendees in understanding what is contained in the Compliance Statement and how it should be dealt with.

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 2014 we arranged:

- 8 meetings of the National Federation's Board of Directors;
- 4 General Assembly meetings;
- An Annual General Meeting in September 2014;
- 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, including quarterly management accounts which were prepared and submitted to the Chairperson of the National Federation's Finance Sub Committee.

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 2,696 members in the National Federation's Pension & Life Assurance Scheme with a fund value of €145,900,285 as at 31st December, 2014.

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.

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.

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 2014 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 plays a key role in the communications strategy of the National Federation.



The Value for Money & Policy Review of Disability Services is the most important report in terms of shaping the future direction and configuration of services and supports for people with disability in Ireland, which has been produced in over two decades. Recently the HSE developed a National Implementation Framework which outlines 7 strategic aims as follows:

- Strategic Aim 1:** Establish a national disability function, within the framework of the Social Care Division with a central directional role in funding, planning and driving the Disability Services programme.
- Strategic Aim 2:** Achieve optimal efficiency in the delivery of the Disability Services Programme.
- Strategic Aim 3:** Re-shape certain services and models of service delivery through a collaborative process based on a commissioning and procurement framework.
- Strategic Aim 4:** Develop a national resource allocation model based on a standardised and appropriate assessment of need process, a methodology for allocating standard costs and assessed needs and transparent protocols for determining the basis for allocating finite resources.
- Strategic Aim 5:** Develop and implement an information infrastructure to support the effective delivery of the Disability Services programme.

Wilfred O'Haraiah (RIP):
It was with profound sadness we learnt of the untimely passing of our former Chairperson, esteemed colleague and friend Wilfred O'Haraiah. Wilfred served as Chairperson of the National Federation from September 2001 to September 2008 during which time she provided excellent leadership to the Federation at a critical time in its history. As described by her close colleague, Dr. Alfred Hassett, she was a perfect lady who was dedicated to her family and to the people supported by the Brothers of Charity Services and the many others whose lives she touched. She will be greatly missed by all who knew her. We offer our sincere condolences to her husband Tom, her family and all her Federation colleagues, especially to our friends in the Brothers of Charity Services throughout the country.

May she rest in peace.




www.fedvol.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.



www.informingfamilies.ie

Appendix 1

National Federation of Voluntary Bodies' Board of Directors

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

Appendix 2

National Federation of Voluntary Bodies' Member Organisations

- Ability West, Blackrock House, Salthill, Galway
- Ard Aoibhinn Centre, Belvedere Road, Wexford
- 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
- CASA (Caring & Sharing Association), Carmichael Centre, North Brunswick Street, Dublin
- 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, Cluain Aoibhinn, Fairgreen Lane, 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
- 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

Representatives from the National Federation of Voluntary Bodies on Value for Money Working Groups

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

The objective of this Working Group will be to support the implementation of strategic aims, 3, 6 & 7 of the National Implementation Framework, addressing in 2014 the priority actions included in the Social Care Operational Plan – Disability Services.

Representatives from the National Federation

Christy Lynch, KARE (Chair)

Jane McEvoy, St. John of God Services

Brian O’Donnell, National Federation

Working Group 1: Sub Group 1 – Establish Base Line Data

Representatives from the National Federation

Brian O’Donnell, National Federation

Terms of Reference/Tasks

- Undertake a comprehensive population needs assessment supported by the Health and Well Being Division in collaboration with the National Disability Authority. This will include changing, unpredictable and episodic need.
- Identify potential demand for services over the next 5 – 10 years
- Specify the services required to meet this need based on a person centred model of service
- Assess the existing capacity of current services to respond to need
- Assess the reconfigured capacity of services to respond to need.
- Identify alternative service options to be developed based on the learning from demonstration projects:
 - Capacity required;
 - Resources required;
 - Time Frame.

Working Group 1: Sub Group 2 - Evaluation Process: Service Delivery models and Demonstration Projects

Representatives from the National Federation

Christy Lynch, KARE (Chair)

Jane McEvoy, St. John of God

Terms of Reference/Tasks

- An important focus of this sub-group will be to develop the baseline data and comprehensive evaluation process to evaluate existing services and new demonstration projects, and assess suitability for wider application. This is a key piece of work which needs to be undertaken as a priority to support the work of other sub-groups/working groups
- The Health Service will develop a mechanism to enable this work to be carried out in an appropriate manner
- The work will seek to use research & analytical capacity to support this work, rather than the Health Service itself resourcing this input separately. In the event that this approach cannot be facilitated the Health Service will itself secure the necessary resources to support this important process
- The Work will involve a statement of current projects and the evaluation of these projects and their subsequent learning will inform the development of alternative service options
- The output from this work will inform the decisions on the Annual Service Plan and Operational Plan for Social Care
- Based on the output of the work outlined above and input from the other working groups an implementation plan will be developed, taking account of any policy appraisal, the scale of organisational change and associated capacity constraints.

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

The objective of this Working Group will be to provide oversight & support to the implementation of initiatives to drive migration of the person-centred model in 2014. In doing so the working group will support the implementation of strategic aims 3, 6 & 7 of the National Implementation Framework, addressing in 2014 the priority actions included in the Social Care Operational Plan – Disability Services.

Representatives from the National Federation

Pat Reen, Prosper Fingal

Breda Crehan Roche, Ability West

Denis Cronin, Daughters of Charity

TJ Duggan, Cheeverstown

Laura Keane, Rehab Group

Working Group 2: Sub Group 1: Time to move on from Congregated Settings

Representatives from the National Federation

Denis Cronin, Daughters of Charity

Terms of Reference/Tasks

- The focus of this sub-group will be to provide oversight & support the implementation of the actions included in the Social Care Operational Plan in 2014. The plan in respect of 2014 is that a minimum of 150 people with Disabilities will move to community living as outlined below:
 - a. HSE Dublin North East 25 people moving from the following agencies St John of God Services, Daughters of Charity, St Michaels House, and HSE Services.
 - b. HSE Dublin Mid Leinster 55 people moving from the following agencies St John of God Services, Stewarts Care, Cheeverstown House, Peamount, Cheshire, St Margaret's and HSE Services.
 - c. HSE West 30 people moving from the following agencies Brothers of Charity, Cheshire, Daughters of Charity and HSE Services.
 - d. HSE South 40 people moving from the following agencies Brothers of Charity, St Patricks, St Vincent's, Cheshire and HSE Services.
- These plans will include specific details on the individual, their choices and their preferred living options and will incorporate the actions required by the person themselves and the service provider to give effect to the wishes of the individual within available resources. The timeline involved in the transition will incorporate any additional training needs identified for a successful outcome
- Individuals will move to the community throughout the year in line with community living transition plans
- Progress and performance in respect of the movement of 150 people to community living will be monitored on a monthly basis, with reports to the sub-group and Working Group at each meeting.

Working Group 2: Sub Group 2 - New Directions

Representatives from the National Federation

Pat Reen, Prosper Fingal

TJ Duggan, Cheeverstown

Laura Keane, Rehab Group

Terms of Reference/ Tasks

New Directions - Personal Support services for adults with disabilities - Reconfiguring Day Services. - Health Service Standards:

- Consultation phase in respect of the Interim Standards relating to New Directions will be completed by the end of the first quarter.
- The standards, revised appropriately following the consultation, will be implemented through the disability providers with appropriate monitoring procedures in place.

Policy Implementation:

- Each agency to review current provision and capacity against National Implementation Plan with specific reference to the 12 supports outlined in New Directions.
- Review existing demonstration sites / models of good practice across ISAs to translate learning and inform implementation.
- Agency action plans for the implementation of New Directions to be reviewed at the Regional Disability Consultative Fora.

Working Group 2: Sub Group 3 - Progressing Disability Services for Children and Young People (0-18's)

Representatives from the National Federation

Breda Crehan Roche, Ability West (Chair)

Terms of Reference/Tasks

- The roll out of a new model of assessment and intervention, the objective of which is to provide one clear referral pathway for all children (0-18s), irrespective of their disability, where they live or the school they attend. The transition to this service delivery model is governed by a consultation and engagement process with all stakeholders, including people with disabilities and their families, and is being implemented on a phased basis, with full implementation of the model scheduled for the end of 2015. Local Implementation Groups (LIGs) are at different stages in the consultation process and implementation of the model.
 - The LIGs in the Mid-West, Meath, West Cork, Cavan/Monaghan and the Midlands will consolidate implementation of the model and build on progress to date.
 - The LIGs in Kerry, Mayo, Galway, North Lee, Wexford and Kildare / West Wicklow will fully reconfigure their services in line with the model.
 - The LIGs in Dublin, (Dublin North and Dublin North City) and (Dublin South, South East, Dublin South West, and Dublin South Central) will finalise the consultation phase with all stakeholders, complete implementation plans and commence reconfiguration and delivery of the new model of service.
 - The LIGs in Donegal, Sligo/Leitrim, Roscommon, Louth, Carlow/Kilkenny, Waterford, Tipperary South, Cork South Lee, Cork North and Wicklow will progress consultation phase, will establish health and education forum, will review and amend governance and management structures and will agree service policies and procedures and prepare for reconfiguration in 2015.
- Based on learning from the pilot sites in Midlands, Waterford, West Cork and Cavan/Monaghan, the National Access Criteria will be revised by the end of Q2 - for implementation in the 3rd and 4th quarter.
- Ensure that the functions and processes under the Disability Act 2005 are integrated with the development of 0-18s networks.
- To progress the implementation of the model, key engagements with stakeholders and a range of supports will be provided, with a specific focus on those in the second and third groups above. •
- Implement Outcome Focused Performance Management and Accountability Framework on a phased basis, with a demonstration site established in each region.

- Engage in the development of a service framework to support the provision of pre-school services for children with a disability informed by cross-sectoral discussion.
- Collaborate with DoH and voluntary partners in evaluating existing demonstration projects in order to establish a firm evidence base to inform future migration towards the new service model & establish an appropriate communication and engagement framework.

WORKING GROUP 3: PEOPLE WITH DISABILITIES AND COMMUNITY INVOLVEMENT

The objective of this Working Group will be to support the implementation of strategic aims 3&7 of the National Implementation Framework, addressing in 2014 the priority actions included in the Social Care Operational Plan – Disability Services.

An important focus of the work of this group will be to build on the existing national & local consultative processes so as to develop a model, which meets the changing needs of the Health Service and which will be fit for purpose to support the new model of service delivery envisaged in Future Health. The intention is to maximise the potential of local communities to support people with disabilities and their families within their own area and to develop both the informal and formal social networks which have the capacity to support the new service models.

Representatives from the National Federation

Colette Kelleher, COPE Foundation

Terms of Reference/Tasks

- Develop the principles to underpin a framework that has as its starting point active participation and integration
- Develop a shared understanding of the needs, experiences, capacities of the people with disabilities and their preferred method of engagement with the process.
- Establish appropriate mechanism to enable people with disabilities to share their knowledge and experience
- Actively participate in the decision making process
- Influence service planning and policy development
- Build on the mechanisms employed in the National Consultative Forum structures to ensure enhanced people with disability involvement in the development of disability services.
- Produce plans to identify a range of methodologies to ensure service user involvement.
- People with Disabilities and their families' views will impact on decision making at all levels of service development and delivery.
- Identify the appropriate process for the selection of a number of people with disabilities to participate in a meaningful way at both Area and National Fora.

WORKING GROUP 4: QUALITY & STANDARDS

The objective of this Working Group will be support the implementation of strategic aim no. 7 of the National Implementation Framework, addressing in 2014 the priority actions included in the Social Care Operational Plan – Disability Services.

Representatives from the National Federation

Teresa Mallon, St. John of God Services (Chair)

Francis Coughlan, SOS Kilkenny

Bernard O'Regan, Western Care

Bob McCormack, Dara Residential Services

Terms of Reference/Tasks

- Enhance the quality of services used by people with disabilities.
- Improve service experience of people with disabilities.
- Support the implementation of the National Policy on Safeguarding Vulnerable Persons and facilitate an integrated approach across the management of allegations of abuse within the Social Care Division.
- Work with all services to meet the requirements of Children First legislation.
- Develop HSE Child Protection policy.
- Develop implementation plan for the roll out of the policy and associated training.
- Develop and implement an outcome measurement framework.
- Develop and implement a quality framework in response to current and emerging standards in disability services.

WORKING GROUP 5: MANAGEMENT & INFORMATION SYSTEMS

The objective of this Working Group will be to support the implementation of strategic aims 4 & 5 of the National Implementation Framework, addressing in 2014 the priority actions included in the Social Care Operational Plan – Disability Services.

Representatives from the National Federation

Sean Abbott, COPE Foundation

Sarah Kelly, Kare

Sean Conneally, Brothers of Charity Services Galway

Terms of Reference/Tasks

- Improve management and information systems for disability services
- Continue to work with DOH on Strategic Information Framework
- This Working Group will support the DoH and Health Service on the development & implementation of Strategic Information Framework
- Review the methodology for setting targets. Develop the current output focused performance indicator (PI) set to incorporate more outcome based PIs.

- Collaborate with all stakeholders in relation to the development of an appropriate Assessment Tool.
- Develop plan for the implementation of the assessment tool across the Disability Sector.
- Commence development of a web based system to support easier access for people with disabilities to information and advice
- Liaise with the relevant HSE Divisions who are leading on the following:
 - Introduction of a unique identifier to support the move towards person-centred service delivery.
 - Development for implementation of financial coding systems will commence, so as to support the move to individual client costing and Money Follows the Person, together with greater accountability and transparency.

WORKING GROUP 6: GOVERNANCE & SERVICE ARRANGEMENTS

The objective of this Working Group will be support the implementation of strategic aims 1 & 2 of the National Implementation Framework, addressing in 2014 the priority actions included in the Social Care Operational Plan – Disability Services.

Representatives from the National Federation

Brendan Broderick, Sisters of Charity of Jesus & Mary/Muiriosa Foundation

Vincent O’Flynn, Carriglea Cairde Services

David Dunne, St. Michael’s House

Marie Lenihan, Kerry Parents & Friends Association

Johanna Cooney, Brothers of Charity Services

John Hannigan, Sunbeam House Services

Terms of Reference/Tasks

- Streamline governance arrangements and maximise optimum efficiency by implementing a reconfigured governance and accountability framework for the disability service programme including revised Service Arrangements / Grant Agreements.
- Put in place the necessary systems and protocols to ensure full accountability and transparency for all funding allocated on the health vote for the Disability Services programme.
- Support process for introduction of a new IT based system to assist the management and governance of service arrangements and agreements. This is a national shared database, which will allow for real time data entry & reporting and will replace the current local and national registers. In addition, it will make possible more comprehensive verification of information and greater controls assurance and facilitate the development of co-ordinated approach to governance with corporate functions. This IT system will provide the organisation with the technology supports necessary to enhance management of the Governance Framework with this important sector.
- In addition, while recognising the executive management responsibility on the Health Services Directorate, the Social Care Management team, ISA teams and individual providers to work individually and collectively in delivering the Social Care operational Plan, this group will provide oversight of these measures and act as a “sounding board / reference group” on the impact and effectiveness of these measures

Appendix 4

National Federation of Voluntary Bodies'

Financial Data 2014

Year Ended 31/12/14 Year Ended 31/12/13

Income & Expenditure:

Income:		
HSE Grant	294,728	294,767
Members Subscription	167,750	171,791
Pension Scheme Administration Fee	75,000	75,000
Other Income	8,000	19,000
Project Income	<u>192,124</u>	<u>211,185</u>
	737,602	771,743
Expenditure:		
Pay Expenditure	369,074	414,076
Non Pay Expenditure	110,556	117,092
Project Expenditure	<u>192,124</u>	<u>211,187</u>
	671,754	742,355
<i>Surplus for the Year</i>	<u>65,848</u>	<u>29,388</u>

Balance Sheet:

Fixed Assets	358,770	371,583
Current Assets:		
Debtors	15,626	17,447
Bank	<u>522,488</u>	<u>515,890</u>
	538,114	533,337
Creditors - amounts falling due within 1yr	(436,603)	(477,409)
Net Current Assets	<u>101,511</u>	<u>55,928</u>
Total Assets Less Current Liabilities	460,281	458,246
Creditors - Amounts falling due after 1yr	(102,730)	(135,808)
Total Net Assets	<u>357,551</u>	<u>291,703</u>
Capital & Reserves		
Surplus for the Year	65,848	29,388
Reserves	<u>291,703</u>	<u>262,315</u>
	<u>357,551</u>	<u>291,703</u>

The National Federation of Voluntary Bodies Financial Statements are audited by Michael O'Hanlon & Co, Loughrea, Co. Galway.

The above figures are an extract from the National Federation's Financial Statements for Year Ended 31st December, 2014.

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.

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