

Independence



Empower

Equality

Annual Report

2017






**LEITRIM
ASSOCIATION OF
PEOPLE
WITH
DISABILITIES.**

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Full Copy of Audited accounts and Membership form 2018 are at the back of this report

Glossary of terms

-  Leader: A person receiving a service,client user.
-  Personal Assistant: Carer.
-  LAPWD: is the shortened version of the company name and is governed by a 12 person Board of directors.

***Note from chairperson
Kevin McGill***



Dear Friends

Another year has passed. While we are a little older we are also a little wiser. The year has seen a great deal of positivity in the operations of the LAPWD (Leitrim Association of People With Disabilities). I wish to thank the Manager-Rosaleen Kielty and all her staff including all the Personal assistants who have contributed to the greater good of the people they care for in a diligent and efficient way.

The first event of the year was the 5k walk and thanks to all who took part and to all our sponsors and the very helpful people who assisted with refreshments and the clean- up afterwards.

A group of singers and would be singers were coached by the inimitable Sarah Garden. Throughout the summer recess training sessions for singers were held in various places. The very beautiful sensory garden was completed and opened in July. The garden was the brainchild of Mari Hethrington, a student on placement from Sligo IT., and is a wonderful legacy to her time in the LAPWD. This feature was given the necessary funding and permission from the Board of Directors on request of the Manager Rosaleen Kielty. Thanks to all the people who attended and gave willingly of their time and energy to make the day a memorable one.

Finally I wish to thank everyone who was involved in any way with the LAPWD over the last year and look forward to your help again in the coming year.

Yours Sincerely,
Kevin McGill.

***Manager's Report
Rosaleen Kielty***



I am glad to report to you, all that many positive events occurred in LAPWD in 2016. In May, we had the external assessment by Mr. Kevin Smith from the Charities Evaluation Services who visited LAPWD, met staff and Board members before finally recommending that LAPWD be awarded the Quality Mark level 1.

This was a major achievement for a small charity and despite all the work and time spent, the outcome is positive and provides the organisation with robust and transparent policies and procedures.

This in itself is very significant as 96% of our funding comes from public taxation. There is a responsibility on us as an organisation to disclose funds in an open and transparent manner and with attention to value for money.

In May our now Annual Walk Roll or Run was well attended and supported by members and their families.

In June we hosted a barbeque and range of games and activities including Wheelyboat trips on Lough Rynn for our friends, brought together under the Cairde Liatroma Banner. The sheer joy and delight on the faces of the attendees at this event was wonderful and I want to acknowledge the support of all our volunteers on the day.

In September we celebrated the 20th anniversary of the founding of LAPWD at a very well attended event in the Lough Allen Hotel. Numerous pictures from the night are included in this report and on our www.lapwd.com. Guest speakers included author Brian Leyden and Joe Dolan of the Bush Hotel, Carrick on Shannon.

I want to thank the Chairperson Kevin McGill and each member of the Board of Directors who guide the direction and policy of the company. The Board is always very supportive of me in my role as Manager and I want to especially acknowledge this support.

I want to thank all our staff, those who work in the office, or as personal assistants in Leader's homes. I also want to thank our bus drivers who provide significant support and are at hand to drive the bus.

I want to acknowledge the ongoing support of the Disability Manager, Ms. Joanna Mc Morrow and the staff of the Physical and Sensory Dept. of the HSE in Sligo. I also want to thank all the other HSE staff who provide support throughout the year. On a happy note I want to congratulate Nikki Mullen, Staff member who got married in September. We remember all members who has lost family or close friends during the year.

I wish to acknowledge the services of Ann-Marie Bohan, Sean Gildea and Gerry Keegan supervisor of Rural Social Scheme, this support is provided through the Leitrim Development Company.

Thanks, Rosaleen Kielty, Manager, October 2017

Mission statement and The key objective of LAPWD

The mission of LAPWD is to empower and enable people with disabilities in Co. Leitrim to achieve independent living and equal participation and inclusion in society.

LAPWD's core objective is assisting people with disabilities live independently in their own homes or in a place of their choice. Allowing them make choices and direct the services and supports they require.

"Independent Living is the right of all persons regardless of age, type or extent of disability to live in the community; to have the same range or choices as everybody else in housing, transportation, education and employment; to participate in the social, economic and political life of their own communities; to have a family; to live as responsible respected members of their communities with all the duties and privileges that this entails, and to unfold their potential"
(Adolf Ratzka)

LAPWD's core values are underpinned by the Philosophy of Independent Living and all our activities are aimed towards promoting: Independence, Options, Rights and Empowerment.



Strategy and Performance

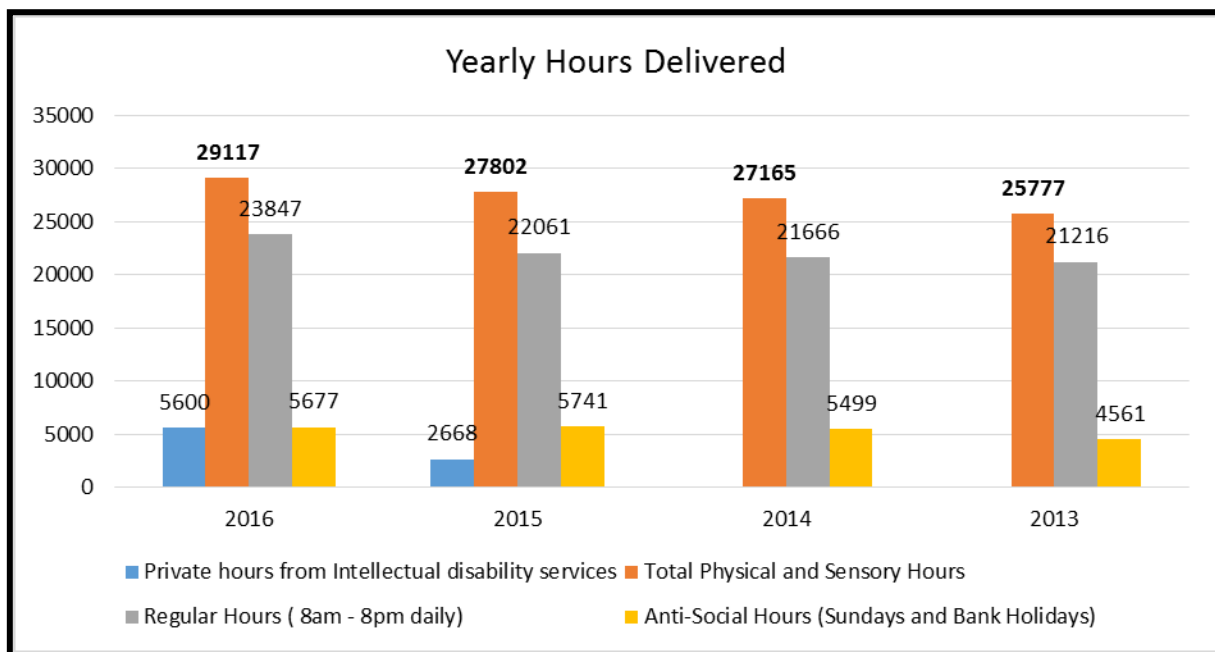
Our key service remains the delivery of a quality personal assistant service to allow our Leaders live independent lives.

Each year we are awarded a contract of funding by the HSE to deliver a specific number of hours to an approved number of Leaders. This report covers the period January to December 2016 (52 weeks) and the table below provides details of the Personal Assistant hours of service delivered under funding provided by the HSE.

Each month we provide a report to the HSE on the hours delivered through a key performance indicator template.

On a quarterly basis we report to the HSE on the financial expenditure to support the information provided in the Key performance indicators. The information taken together in the financial and activity based reports provides robust monitoring and transparent detail on the activity of LAPWD

Hours of Direct Personal Assistant Service over 7 days each week (Anti-social refers to hours delivered after 8pm and on Sundays and bank holidays)



Finances and Annual Audited Accounts.

Copies of the annual audited accounts for the period January to December 2016 form part of this report and the accounts demonstrate that the company is in a healthy state financially. We continue to manage our finances prudently and make savings and efficiencies where possible.

Overheads such as insurance, telephone, printers, toners are regularly reviewed to get the best tariff.

Our funding for 2016 as per the annual HSE Service Level Agreement was €523.030 for Physical and Sensory services. However, our end of year Income and Expenditure shows a much higher figure as we were approved new clients during the year by the HSE. In 2016 we developed and adopted a reserves policy on the advice of our auditor. This means we have a cache of funding set aside towards redundancies etc.

We continue to supply trained staff on a sessional basis to Intellectual Disabilities to cover weekend and holidays at 2 centres under the management of the HSE Intellectual Disability services.

LAPWD continually strives to strengthen and make more transparent our financial policies and reporting.

No staff member have received any wage increases for the past 5 years. Each Year we complete a service level agreement with the HSE.

The Manager and staff continue to explore new opportunities for funding through provision of new services or through grant applications for specific projects or services

Any surplus made by the company is re-invested in the company to enhance the services and supports available to members. Membership of LAPWD is open to everyone and members provide the backbone of the company.

Governance

LAPWD is a Company Limited by Guarantee and we are a registered charity. In 2016 we reviewed and updated our Memo and Articles of Association/Constitution in line with current company policy as set out by the Registrar of Companies office.

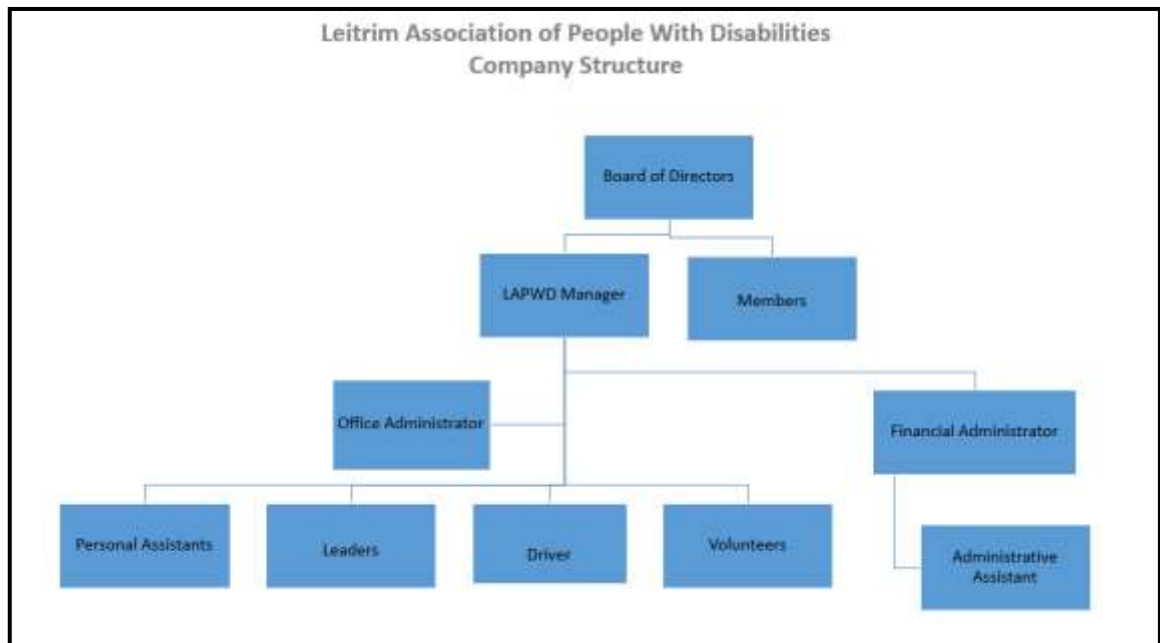
We comply with the Charities Regulatory Authority and provide them with an up-to-date annual report and audited accounts.

Our accounts are audited annually and copy of 2016 financial account is included in the annual report

LAPWD have developed a Governance Manual and Induction pack for Directors. Governance training was provided in May 2016 for Board members by an external qualified trainer.

LAPWD have complied with the voluntary Governance Code for the Community, Voluntary and Charitable Sector in Ireland and have also signed up to the Statement of Guiding Principles for Fundraising.

Directors to the Board of LAPWD are nominated by members and ratified at the AGM.



Outputs Outcomes and Impacts.

Throughout 2016 we continue to network with other groups to maximise resources and supports for people living in Leitrim.

We hosted members of the Cairde Liatroma group along with our own members for a fun event at Lough Rynn in June 2016 including a barbeque, music, games and the highlight was trips on Lough Rynn using the wheelyboat which is fully accessible. In this work we are supported by members and volunteers.

The work of LAPWD is often highlighted in our local county newspaper through articles, news items and photographs.

We regularly offer short and medium term placements to local students from Secondary schools in the area and from the Sligo Institute of Technology or Mohill Community training centre. We accommodate short work experience placements for transition year students in the local second level schools



Transport

Our accessible vehicle service completed 95 trips in 2016 (70% of the trips were for medical appointments in Galway, Sligo and Dublin).

The remaining 30% were supporting people with disabilities access social events
The number of trips in no way capture the significance and value of our service to a specific cohort of people within the community.

In addition to providing transport to medical appointments we provide transport to recreational and social activities held in our centre on a weekly basis, e.g. singing group, art, writers group etc.

We work collaboratively with Leitrim MS branch. Our service is a door to door assisted service matching individual need and is complimentary to the ethos of our organization in supporting Independent living.



Fundraising

In 2016 LAPWD signed up to the Guiding Principles for Fundraising and we held 2 fundraising events in 2016.

Our Annual Walk, Roll or Run was held in May and attracted a large number of participants.



In October 2016 we were the joint beneficiaries of funds raised from the Country Music extravaganza held in the Landmark Hotel.

Picture L-R: Marie Mc Guinness (Staff), Rosaleen Kielty (Manager), Josephine

Mc Loughlin, Kevin McGill (Chairperson), Ann T Reynolds (Board Member), Peter Mc Loughlin, Nikki Mullen (Staff).

In December 2016, LAPWD were selected as the charity to receive funds from the Leitrim annual sports star award. The amount was €772.85

We follow best practice guidelines re fundraising and put in place the necessary permits or licenses.

Networking-Sharing Resources and Information

LAPWD is registered as a member of the Public Participation Network of Leitrim Co. Council.

Representatives of LAPWD attend meetings of the Leitrim Sports Partnership Committee and the Cairde Liatroma committee.

The Manager represents LAPWD at the monthly Home support review meetings held in JFK House, Sligo

DeafHear.ie

This is a service for the deaf and hard of hearing. An Outreach Clinic facilitated by Orla Brennan is held in the LAPWD Centre at regular intervals. To access this service contact Orla Brennan on 071-9194975 or text 086-7961324. LAPWD hold a supply of hearing aid batteries to assist Leitrim clients



N.C.B.I

Community resource worker Ms. Thelma Hunter
Address JFK House, JFK Parade, Sligo.
Email: Thelma.hunter@ncbi.ie or Contact: 0749177657



Brainwave.

For people and families interested in epilepsy, facilitated by Agnes Mooney.
Tel 0749168725



Recreational and Life style activities.

A qualified trainer delivers Yoga classes sessions each week



Mental Health Ireland

Rachel Reilly, Area Development Officer Sligo/Leitrim
Address JFK House, JFK Parade, Sligo



Citizens Information

Address: Somerview House, Dublin Rd,
Townparks, Carrick-On-Shannon, Co. Leitrim
Phone: 076 107 5670



Disability Advocate

Louise Ward Contact Number: 0860232477



Wheelyboat

The boat is under used by members. However, we are planning to arrange more activities to put the boat to use. The success of the Cairde Liatroma barbeque along with Wheelyboat trips held in June 2016 was an outstanding success.



Thanks to all the partner organisations and the many volunteers who helped to make this a very memorable event.



We wish to acknowledge the support of Paul Beck who willingly takes groups out by prior arrangement



Membership

Membership of LAPWD is open to everyone on the completion of Annual Membership form and payment of membership fee of €10. Family membership is €20

A copy of the Membership form is at the back of the report.

Community Physiotherapy.

The HSE continue to rent 2 rooms for the community physiotherapy service which is provided for clients in the catchment area.

Website



The LAPWD website www.lapwd.com is our interface with social media and we have reviewed and updated the site through the services of Katie Bourke. Nikki Mullen and Terry Williams have been managing our Facebook page to highlight events being organised by LAPWD.

Staff Training and development.

LAPWD provides significant employment opportunities through the 58 part-time staff currently employed.

All our Personal Assistant staff receive mandatory certified training in People Moving and Handling, Safety and risk Management.

Training logs are maintained and updated as required.

We acknowledge the support of Leitrim Enterprise office who funded a mentor to carry out Safety and Risk Management training and updated our Safety Statement.

In 2016 we gave considered attention to the welfare and wellbeing of staff.

Training sessions on

- ✚ Self-care facilitated by Sarah Wood.
- ✚ Role recognition workshop facilitated by Carmel Murphy, HR. Solutions.
- ✚ Safe talk-suicide awareness facilitated by Rachel Reilly, Area Development Officer Sligo/Leitrim Mental Health Ireland.



Picture of office staff members with Cathaoirleach Ms. Mary Bohan Leitrim County Council at 20th Anniversary Celebration 2016

Quality Standards.



In June 2016 we were awarded the PQASSO quality mark by the Charities Evaluation Services and facilitated by the Disability Federation of Ireland. Over the 5 year journey, a core team of Staff, Directors and Leaders reviewed the entire organisational activities and put in place the policies and documentary evidence to back up the indicators as set out in the quality requirements and standards.

This involved much work and effort by the core team of staff and directors, however, the realisation of the quality mark was a worthwhile achievement.



The award was presented at our 20th Anniversary event in the Lough Allen Hotel by the Leitrim Guardian persons of the year, Joe and Rose Dolan owners of the Bush Hotel, Carrick-on-Shannon.

Safety and Risk management

In 2016, we completed a full re-build of our boundary wall at the rear of the building, serious cracks had occurred and on advice we contracted Vincent Moran, builder to complete the job.

LAPWD Training room

We deliver a range of supports and social activities for members in our Training room in Mohill e.g. Yoga, Art, Basket making, Singing, Sculpture Workshops. Each year we receive a small amount of funding from the Sligo, Leitrim, Mayo ETB and we acknowledge the ongoing support of Paul Hamilton in this regard. Where necessary we provide a Personal assistant to support people with Disabilities to fully engage in their chosen activity. Transport is also provided from our fundraising income.



The room is also available for rent to external groups or organisations such as the HSE Primary care team meeting held every quarter.

We also have details of the training room on Daft.ie
Rental rates available on request 0719651000

Support organisations e.g. Deaf-Hear, NCBI, Brainwave, Mental Health Ireland use the room to meet clients or to deliver training or information workshops.



Above: The Sing Together Group

Conclusion

LAPWD Board of Directors, Management and staff are at all times aware of the challenges facing people with Disabilities and every effort is made to raise awareness about those challenges. Through our web-site we inform people of events and activities in the county.

We also highlight and inform members re; The Register of Electors, Disabled parking card etc.

We welcome new members at all times. Members of the public are welcome to visit our centre or to speak with a staff member over the telephone or by e-mail.

Many challenges lie ahead, the funding of services is always insufficient. We network with the local elected Councillors, Oireachtas members to keep them updated on challenges. The Disability Federation of Ireland is an umbrella body for groups and agencies supporting people with disabilities and we are affiliated and receive regular updates.

We continue to see an erosion of social hours of service especially for younger members. The provision of well-equipped accessible housing for young people wishing to live away from home is not available in any of our towns.

The philosophy and ethos of LAPWD is to support people make choices and direct their care and we await the roll out of individualised budgets. We continue to have a good working relationship with the key HSE staff and this is important to ensure seamless delivery of services.



Our Board of Directors 2016



Kevin Mc Gill
Chairperson



Mary Curran
Vice Chairperson



Ita Flynn
Treasurer



Donal Fox



Terry Williams
P.R.O



Ann T Reynolds



Eddie Mc Gowan



Joe Mc Givern



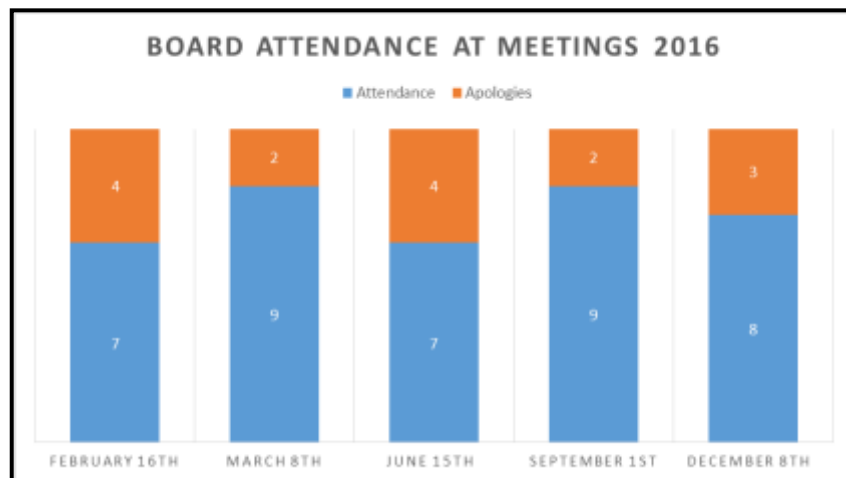
Bridget Mc Gourty



Teresa Brigdale Dean



John Rooney



Contact Information

Office Staff



Marie McGuinness



Rosaleen Kielty
Manager



Gary Boyne



Bernie McGovern



Nikki Mullen



Ann-Marie Bohan

LEITRIM ASSOCIATION OF PEOPLE WITH DISABILITIES

Action Ability Centre, Station Road, Mohill, Co. Leitrim.

N41 X9T1

Tel 071 965 1000

Fax 071 965 1006

www.lapwd.com

E-mail gary@lapwd.com

Company registration Number: 273863

Charity Number: 12005



Charities Evaluation Services

