



LEITRIM ASSOCIATION OF  
PEOPLE WITH DISABILITIES

# ANNUAL REPORT 2017

Presented at AGM  
2nd October 2018



☎ 071 965 1000

🌐 [www.lapwd.com](http://www.lapwd.com)

📍 Station Rd, Mohill, Leitrim

✉ [karen@lapwd.com](mailto:karen@lapwd.com)

---

## *Table of contents*

---

Chairpersons Report	Page 3
Managers Report	Page 4
Mission statement and key objectives	Page 6
Strategy and Performance	Page 7
Finances and audited accounts	Page 8
Governance	Page 9
Outputs, outcomes and impacts	Page 10
GDPR	Page 10
Sensory Garden	Page 11
Wheelyboat	Page 13
Transport	Page 14
Fundraising	Page 15
Membership	Page 16
Quality standards	Page 16
Training room	Page 17
Networking sharing and Information	Page 18
Conclusion	Page 20

**Full Copy of Audited accounts and Membership form 2019 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,

The year 2017/2018 was different in many ways. We saw the retirement of Rosaleen Kielty after thirteen years of outstanding service to the people who sought care. Many tributes were paid to her for her kindness and care.

Following her leaving we set about searching for her successor and after short listing 9 people were considered for interview and the successful candidate was Karen McPartland who came into office on April 9<sup>th</sup> 2018. I think with the approval of the board that we change her working status to permanent. In her time here so far she has proved a person of outstanding quality and integrity. We all wish her well and we as a Board will give her whatever help we can throughout the remainder of this year and into the years ahead.

The changing of the bus was another part of the past year's agenda. The previous bus was traded in and the money received was put towards the new bus, along with funding from Rapid Leitrim County Council, Aughavas GAA and Lottery funding.

Marie McGuiness in the Finance Department was commented by the Revenue in their recent visit. A huge debt of gratitude is due to her and we extend our thanks for keeping the money in such a great state where anyone can walk in and demand an inspection and walk away thoroughly pleased and happy.

A Core group ,made up of office staff and members of the board are currently working their way through PQASSO, this process includes essential items ,such as Governance, Planning, Monitoring and Evaluation .This is a work in progress and thanks to those people who are giving of their time to see this completed.

As we know the affairs of LAPWD are running smoothly and we recognise the hard work of the office staff and the many carers who work diligently to sustain the reputation of LAPWD to all of them we Thank You.

Finally my thanks goes to the members of this board who have supported me through a personally difficult year.

Yours Sincerely,  
*Kevin McGill*

---

***Manager's Report  
Karen McPartland***

---



For those of you that I haven't met yet my name is Karen McPartland and I was appointed as manager in April following Rosaleen Kielty's retirement.

I would like to acknowledge the great work that Rosaleen achieved in her 13 years as manager of LAPWD, she is a wonderful ambassador for people with disabilities throughout County Leitrim.

Since joining the team I recognise the great work that is done in assisting people with disabilities to live independently in their own homes by supporting options' and choice.

The past 12 months have been yet another year of great achievement and progress for LAPWD. Throughout the year we provided support and assistance to over 45 Leaders all over County Leitrim. We employed an average of 55 personal assistants who provide second to none care to our Leaders enabling them to achieve independence, living in their own homes.

In May 2018 we held our Annual Walk Run or Roll which was very well attended by members, Leaders, staff and the local community. This day also marked Rosaleen retirement and gave people a chance to show their appreciation for Rosaleen and all the great work she has done over the years. John Rooney recited a beautifully written heartfelt poem that he had composed for Rosaleen and it was very well received by Rosaleen and all present.

In June 2018 we hosted our Annual BBQ in conjunction with Cairde Laitroma. Over 60 people with disabilities attended this event. The aim of the event is to promote social interaction and personal enjoyment through social and recreational activities for all ages and abilities. The highlight of the day was the boat trips over Lough Rynn on the Wheelyboat and thank you to Paul Beck for organising this.

In September 2018 we acquired a new staff member, Theresa Duignan, who is a great asset to the team. The receptionist position is supported by the RSS scheme, through the Leitrim Development Company. This position will improve the reception area and make it a more welcoming area for visitors.

We continue to work under the principles of the Quality Mark of PQASSO,

ensuring transparent policies and procedures in line with good practice guidelines. In 2019 we will go forward for reassessment to retain our Quality mark and work has already begun on this process. A core group made up of staff and Board members has been formed and monthly meetings are held to progress through each step on the road to reassessment next year.

We continue our good working relationship with the Physical and Sensory Department of the HSE in Sligo, in particular the Manager, Joanna McMorrow.

I would like to acknowledge the continued support of the Chairperson, Kevin McGill, Vice Chair Mary Curran to each member of the Board of Directors. To the office staff who work hard behind the scenes thus enabling us to provide the level of care to so many Leaders around the County, thank you all for welcoming and supporting me over the past 6 months.

I wish to acknowledge the support of Rural Social Scheme, which is provided through Leitrim Development Company. The support they provide through office staff, reception and maintenance is in valuable.

Going forward I am committed to continue the good work of LAPWD always remembering the mission statement and core values reinforced by the Philosophy of Independent Living.

Finally I would like us all to remember LAPWD members and friends who we have lost in the past 12 months.

Ar dheis Dé go raibh a n-anamacha.

Yours Sincerely,

*Karen McPartland*

Manager.

---

## **Mission statement and the key objective of LAPWD**

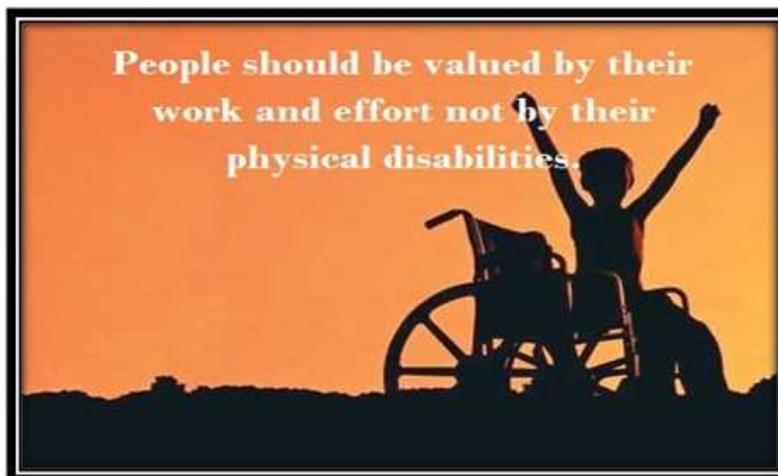
---

*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

---

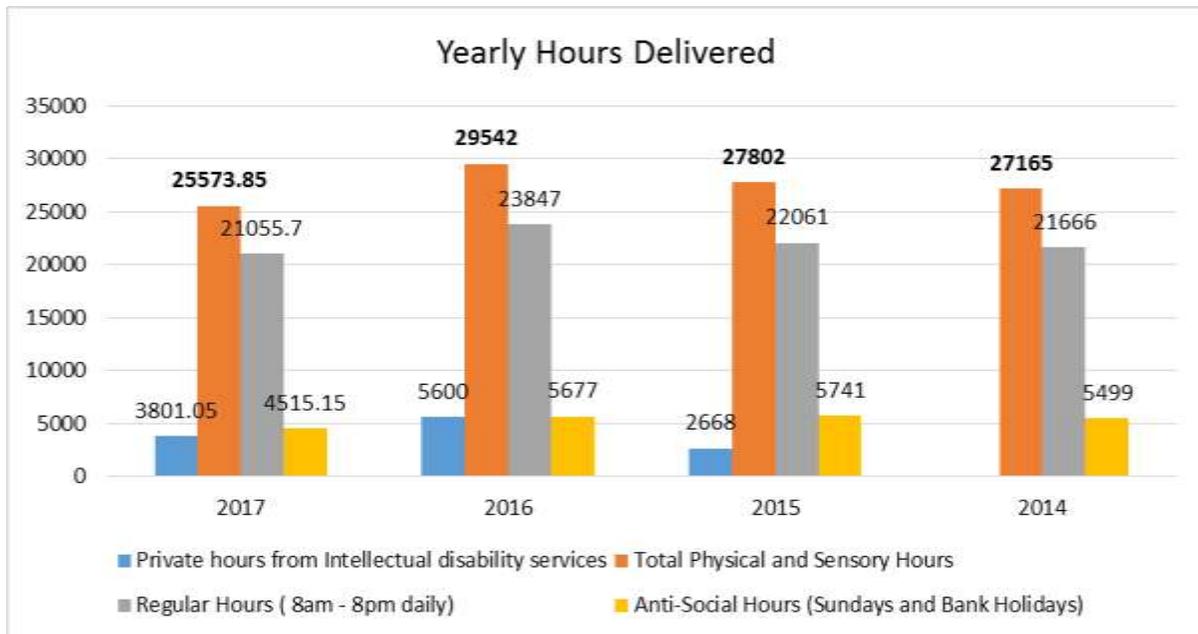
Our key service remains the delivery of a quality personal assistant service to allow our Leaders live independent lives.

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 (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. The Manager attends a monthly Home Support Meeting in JFK house in Sligo, which is facilitated by Joanna Mc Morrow, Physical & Sensory Manager.

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 2017 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.

Our funding for the past year as per the annual HSE Service level Agreement was €523.030 for Physical and Sensory services.

We continue to supply trained staff on a sessional basis to Intellectual Disabilities 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 but we hope going forward that this is something we can look at for staff. Each Year we complete a Service Level Agreement (SLA) 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 2017 financial account 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 and staff 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 2017/2018 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 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 students from the Sligo Institute of Technology or other 3<sup>rd</sup> level institutes.



The General Data Protection Regulation (GDPR) is a new EU regulation which came into effect on 25<sup>th</sup> May 2018. The GDPR will update existing data protection law and will place greater accountability on organisations when using peoples personal information. LAPWD values everyone's privacy and are fully committed to keeping information private.



---

## Website

---



The LAPWD website [www.lapwd.com](http://www.lapwd.com) is our interface with social media and we have reviewed and updated the site through the services of Katie Bourke. Our Facebook page is updated regularly but more improvements could be made in this area going forward.

---

## The Sensory Garden

---

In this garden we see first-hand the very real and thoughtful development of this space by a student Ms. Mari Hetherington who spent 14 weeks on placement with LAPWD from her social care practice year 3 Degree Course in Sligo Institute of Technology.

Mari demonstrated enthusiasm from the offset and her placement included the completion of a project. Luckily the project she has worked on, will be interactive and of lasting benefit of LAPWD and all visitors to the centre as well of being of benefit to her in her academic studies.

Mari used all her thought processes and skills to maximise the uses for the space. She planned consulted, collaborated with many members and agencies and at all times remained focused in her vision to achieve a sensory garden for the benefit of all members of LAPWD and the wider community.



After the initial preparatory ground work being completed she engaged the local artist David Gascoigne to design and paint the wall mural which captures the natural features and wildlife around and acts as a stimulating and interesting backdrop and frame to the garden.

She had a vision and she worked with flair and energy to enthuse and get everyone involved. She demonstrated true leadership and got the team behind her. Gerry Keegan and Sean Gildea from the Tus programme of Leitrim Development Company who assisted all through the project.

George and Sylvia and Darren our neighbours who run a wonderful garden center who advised supplied the plants.

Crowe Sawmill for the herb planter. Johnny and his colleagues at the men's shed in Carrick-on-Shannon who supplied the bird boxes. The community garden lined to Mohill Family Resource center, Vincent Moran, Padraig Murphy our builder, Carl Rogers, and Electrician.

To The HSE for their ongoing funding of our services. Leitrim County Council for part-funding this project under the community facilities grant.

Our vision is that the Sensory Garden develops to include courses and training of a social and educational nature for our members.

It is a wonderful place to sit, reflect and admire the gifts of nature and the people around us.



---

## 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 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.



---

## *Transport*

---

In May 2018 we had the exciting development of purchasing our new bus. The bus is a 181 FIAT Dicato and was purchased locally in Walpole's of Mohill.

Over the past 12 months our accessible vehicle service completed 120 trips, 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 organisation in supporting Independent living.



---

## Fundraising

---

In May 2018 we held our Annual Walk Run or Roll which was very well attended by members, Leaders, staff and the local community .This day also marked Rosaleen retirement and gave people a chance to show their appreciation for Rosaleen and all the great work she did over the years. John Rooney recited a beautifully written heartfelt poem that he had composed for Rosaleen and it was very well received by Rosaleen and all present.



---

## ***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.

---

## ***Staff Training and development.***

---

LAPWD provides significant employment opportunities through the 55 part-time staff currently employed. All our staff receive mandatory certified training in People Moving and Handling, First AID, Safety and risk Management. Weekly in-house meetings are held with staff to keep them up to date and changes and developments.

Training logs are maintained and updated as required.

---

## ***PQASSO, Quality Standard***

---

We continue to work under the principles of PQASSO ensuring transparent Policies and procedures. In 2019 we will go forward to reassessment to retain our Quality mark and work has already began on this process.

---

## *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.

Active Leadership Training was held in September. This training was presented by Susan O Brien from ILMI (Independent Living Movement Ireland) Carmichael House, Dublin .Its aim to give an introduction to political lobbying, advocacy and activism in a New Independent Living Movement.

The training was geared towards people with disabilities who have an interest in activism or campaigning .This training was advertised on our Facebook page and in the local community.

The singing programme ran a 5 week programme in September, this programme was be under the direction of Sarah Garden, the group aims to improve confidence, and it's a chance to meet with people while improving your voice at the same time.

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.

---

## ***Networking-Sharing Resource 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



---

## *Conclusion*

---

The conclusion of another year at LAPWD is a time of reflection, a time to recognise the wonderful work LAPWD provides throughout County Leitrim, always remembering the Leaders who are at the core of our service and the Philosophy of Independent Living.

We continue to welcome new members .All members of the community are welcome to visit our centre, to speak to staff if they have a query, we are happy to offer support and advice .If we cannot answer you query we endeavour to do our utmost to made enquires on your behave or put you in touch with the right person.

We are continually networking with other agencies, local councillors and Oireachtas members to keep them updated on the constant challenges the Disability Sector faces.

We thank our outgoing director, Joe McGivern, for his work and contribution to the organisation over the past three years.

Going forward over the next twelve months we will strive to maintain our level of services and supports.

Our Core Values remain the same, underpinned by the Philosophy of Independent Living and our activities are aimed towards promoting, Independence, Options, Rights and Empowerment.

Here's to another successful year for LAPWD!

---

*Our Board of Directors*

---



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



Anne Gilpin



Peter Kearns

---

## Contact Information

---

### Office Staff



Manager

**Karen Mc Partland**



**Nikki Mullen**



**Marie McGuinness**



**Gary Boyne**



**Bernie McGovern**



**Ann-Marie Bohan**



**Theresa Duignan**

## LEITRIM ASSOCIATION OF PEOPLE WITH DISABILITIES

Action Ability Centre, Station Road, Mohill,

Co. Leitrim.

N41 X9T1

**Tel 071-9651000**

**Fax 091-9651006**

**www.lapwd.com**

**E-mail [karen@lapwd.com](mailto:karen@lapwd.com)**



Company registration Number: 273863

Charity Number: 12005

