

*The main object for which the Company is established is to promote safeguarding of adults who may be vulnerable, protect them from all forms of abuse by persons, organisations and institutions and develop a national plan for promoting their welfare. This will be achieved by promoting inter-sectoral collaboration, developing public and professional awareness and education, and undertaking research to inform policy, practice and legislation in the Republic of Ireland.*

*Subsidiary Objects*

*As objects incidental and ancillary to the attainment of the Main Object, the Company shall have the following subsidiary objects: -*

*To do the following for the benefit of adults in the Republic of Ireland who may be vulnerable:*

- (a) To raise public understanding of attitudes, behaviours, circumstances and systems that create vulnerability that may result in abuse and that may require a safeguarding response.*
- (b) To promote the protection and rights of people who may be vulnerable by encouraging organisations and services to recognise, prevent and deal with exploitation and abuse effectively*
- (c) To inform and influence Government policy and legislation to safeguard the rights of people who may be vulnerable.*

**Safeguarding Ireland**

**Board Meeting**

**By VideoConference – Zoom**

**On**

**26<sup>th</sup> July, 2022.**

NAME	PRESENT	APOLOGIES	INITIALS
Patricia Rickard-Clarke.		X	PRTC
David Byrne.	X		DB
Colm Nolan	X		CN
Annmarie O'Connor	X		AMOC
Louise O'Mahony	X		LOM
Nora Owen.	X		NO
Amanda Phelan.	X		AP
Phelim Quinn.	X		PQ
Mervyn Taylor.	X		MT

#### IN ATTENDANCE:

NAME	POSITION	PRESENT	APOLOGIES	INITIALS
Tim Hanly.	GM, HSE NSO		X	TH
Celine O'Connor	PSW, HSE	X		COC
Ronan Cavanagh	Cavanagh Communications.	X		RC
Paschal Moynihan.	Safeguarding Ireland.	X		PM

#### ISSUED IN ADVANCE:

- **Board Documents.**
  - Agenda.
  - Draft Minutes of meeting 23<sup>rd</sup> May, 2022.
  - Final approved Minutes Board Meeting 26<sup>th</sup> April, 2022.
  - Activities 2022 to date.
  - S.I. Financial Report to Board 21<sup>st</sup> May to 21<sup>st</sup> July, 2022.
  - S.I. MoU and A of A.
  - Charities Governance Code.
  - Complaints Policy.
  - Risk Register Feb., 2022.
- **Correspondence.**
  - Letter to L. Woods 30th May, 2022.
  - Letter to Minister for Health June 2022 re ADMCA.
  - Letter to Minister for Health re Report 22<sup>nd</sup> June, 2022.
  - Letter to Minister for Justice 28<sup>th</sup> June, 2022.
  - Letter to Minister for Health July 11<sup>th</sup>, 2022.
  - S.I. submission on ADMC Bill June 2022.

National Safeguarding Ireland (trading as Safeguarding Ireland) (a company limited by guarantee) CRO #612163.

RCN #20204851 Contact: [paschal@safeguardingireland.org](mailto:paschal@safeguardingireland.org)

Directors: David Byrne, Colm Nolan, Louise O'Mahony, Annmarie O'Connor, Nora Owen, Amanda Phelan, Phelim Quinn, Patricia T Rickard-Clarke (Chair), Mervyn Taylor.

### Actions from meeting 23<sup>rd</sup> May, 2022.

No.	Action	Status.	Resp.
1	File adopted Minutes of Board Meeting April 26 <sup>th</sup> .	Complete.	PM.
2.	Submit Proposal to HSE on National Adult Safeguarding Day.	Complete.	PTRC, CN, RC, PM.
3.	Finalise SI Workplan 2022.	On agenda.	PTRC, CN, RC, PM.
4.	Commission RedC Poll on Adult Safeguarding Awareness.	TBC.	RC.
5.	Explore ways to distribute Research Document to Oireachtas members.	Complete.	NO.
6.	Send final audited accounts to HSE if adopted by membership.	Complete.	CN & PM.
7.	Media Launch of Research Document.	Complete.	RC.
8.	Meet with Oireachtas members re Research Document.	Complete.	PTRC, NO, RC & PM.
9.	Post Research Document to various parties as above.	Complete.	RC.
10.	Post Research Document on SI website.	Complete.	RC.
11.	Risk Register to be standing item on Board meeting agenda.	Ongoing.	PM.
12.	Board members to read the Charities Governance Code and the Trustee Handbook.	Agenda item.	All.
13.	Passwords for members' section of website to be updated.	Complete.	PM

#### 1. Welcome.

- The Chair (CN) opened the meeting and explained that PTRC was unable to attend the meeting and had asked CN to chair the meeting in her absence.
- The Chair welcomed all to the meeting and noted apologies from PTRC and TH.
- In particular, the Chair, on behalf of the Board, welcomed COC, the HSE nominee to attend Board meetings in place of Geraldine Sutton.
- The Chair also congratulated RC on receiving a 'Highly Commended' award in the Public Relations Industry annual awards for the Communications Sector for the Adult Safeguarding Day Campaign 2021. Three finalists were shortlisted, the Central Bank was the winner and the other two finalists received a Highly Commended award. All Board members joined in congratulating RC.

**National Safeguarding Ireland (trading as Safeguarding Ireland) (a company limited by guarantee) CRO #612163.**

RCN #20204851 Contact: [paschal@safeguardingireland.org](mailto:paschal@safeguardingireland.org)

**Directors:** David Byrne, Colm Nolan, Louise O'Mahony, Annmarie O'Connor, Nora Owen, Amanda Phelan, Phelim Quinn, Patricia T Rickard-Clarke (Chair), Mervyn Taylor.

## 2. Conflicts of Interest.

- The Chair asked if Board members had any conflicts of interest to declare. There were no declared conflicts of interest.

## 3. Draft Minutes of Meeting of 23<sup>rd</sup> May.

- The Chair suggested an amendment to the draft minute. The amendment was agreed by the Board.
- There were no other suggested amendments to the draft minutes.

## 4. Actions from previous meeting.

- The Chair updated the meeting on the status of actions from the previous meeting as per the table above.
- The Chair said that, in relation to the actions relating to the SI publication **Identifying RISKS – Sharing RESPONSIBILITIES**, these had all been completed. In particular, he referenced the meeting with members of the Oireachtas and members of their staff in Leinster House on 16<sup>th</sup> June which, he said, had been a very worthwhile meeting. He thanked NO for her hospitality on the day. RC confirmed that the report had been sent to a wide range of people, including members of the Board, the NSAC, members of the SPG, all TDs and many senators. NO said that DB and NO had met the leader of Sinn Féin on the day and she was very interested in the document and a copy was given to her. The Chair also said that the document was distributed within the HSE with a recommendation from its senior management that all involved in adult safeguarding to read it.
- The Chair stated that, following publication of the document, S.I. has been invited to meet with officials in the Department of Health in September to help inform its adult safeguarding policy. Dates for the meeting have yet to be finalised.
- The Chair noted that SI had written to Dr. Michael Browne to express its gratitude for the work on the document and he, once again, formally thanked Dr. Browne and Niamh Ní Leathlobhar for their work.

## 5. Correspondence.

- The Chair referred to recent correspondence, copies of which were included with the Board papers for the meeting.
- He noted that S.I. had made a further submission in June on the Assisted Decision-Making (Capacity) (Amendment) Bill 2022.
- The Chair also referred to a letter, dated July 11th, issued by S.I. to the Minister for Health in relation to Amendment to Mental Health Act 2001 and membership of the Mental Health Commission.
- The Chair also referred to the letter of 28<sup>th</sup> June issued by S.I. to the Minister for Justice on the issue of coercive control. COC said that the need to extend the provisions of the Domestic Violence Act 2018 to include coercive control was very important and that it should be extended to include care staff also. It was agreed to continue to pursue the extension of

the Domestic Violence Act.

- In relation to the letter from S.I. to Mr. Liam Woods dated 30<sup>th</sup> May in relation to adult safeguarding and the establishment of Regional Health Authorities, PQ suggested that S.I. issue a follow up letter. This was agreed by the Board.
- The Chair noted that almost 60 agencies had signed up to the voluntary Adult Safeguarding Charter and he asked PM to update the meeting in relation to some email correspondence on this matter. PM said that S.I. had received some recent emails in relation to the use of the term '*gender identity*' as opposed to the use of the term '*sex*' in the Charter. PM said he had responded to the queries, outlining that the Charter was developed following extensive consultation, would be formally reviewed next year and the suggestion to include the term '*sex*' would be considered.

## 6. Activities.

- The Chair referred to the Activities Report and said that there was an extraordinary amount of work undertaken by SI and commended the Board and PTRC. He highlighted some specific matters.
- He referred, in particular, to the Five Nations Conference Series of seminars which are jointly hosted by Safeguarding Ireland and the HSE for which there has been very positive feedback.
- The Chair also referred to the Dr. Browne document which had generated a lot of interest.
- The Chair referred to the presentation at the NSAC by LOM on the BPFII efforts to protect vulnerable customers in the current changing banking market.
- NO said that she felt that the efforts of S.I. were successful in that adult safeguarding is now receiving a lot more attention in the media.
- DB referred to the recent decision, since revoked by AIB, to turn 70 of its branches into cashless facilities. He said that with the increased use of digital banking, there needs to be some accommodation for people who cannot, for whatever reason, use digital services. He specifically referenced a BOI helpline which had been in use during the pandemic as an example of good practice.
- LOM said that BPFII are making considerable efforts to support vulnerable customers as Ulster Bank and KBC exit the Irish market and she referenced a recent meeting, facilitated by the BPFII, with S.I. and other stakeholders with the Vulnerable Customer Units of the main banks. PM said that SI had good engagement with some of the banks over the last few months in relation to the changing market and, in particular, with Ulster Bank.
- MT said that it is state policy that all people would have a bank account and, in relation to the Department of Social Protection, that there would be electronic transfer of funds. He said they plan to go completely digital. In that context, he wondered what efforts are being made to support people. He said there are advantages in digitisation in that it affords greater traceability.

**National Safeguarding Ireland (trading as Safeguarding Ireland) (a company limited by guarantee) CRO #612163.**

RCN #20204851 Contact: [paschal@safeguardingireland.org](mailto:paschal@safeguardingireland.org)

**Directors:** David Byrne, Colm Nolan, Louise O'Mahony, Annmarie O'Connor, Nora Owen, Amanda Phelan, Phelim Quinn, Patricia T Rickard-Clarke (Chair), Mervyn Taylor.

- AP said that the current focus groups process that she is conducting in relation to financial abuse has nearly completed. She said there are some customs and practice that hinder responses such as lack of standardisation and the diversity in relation to engagement on financial abuse by financial institutions.
- AMOC said that the current changing bank market may reap benefits in that it has started a general dialogue. She said there is a limited definition of a vulnerable customer in the Consumer Protection Code. She said that SI might consider doing some research on why people use cash and the different users and the different reasons why.
- LOM clarified that the BPFi does have a vulnerable customer Helpline.

## 7. Finance Update.

- CN updated the meeting in relation to the current financial position of SI. He referred to the updated financial report that was circulated with the board documents.
- CN also referenced recent queries from the HSE and asked PM to update the meeting on this. PM confirmed that these related to year-end figures with funds straddling two financial years.

## 8. Public Awareness.

- The Chair invited RC to update the meeting.
- RC referred to Safeguarding Ireland (S.I.) plans for public awareness campaigns for 2022. He said Safeguarding Ireland had generated quite a bit of interest on adult safeguarding through the document ***Identifying RISKS – Sharing RESPONSIBILITIES***.
- RC said that S.I. are updating its content on LinkedIn and, following each meeting of the National Safeguarding Advisory Committee, RC will do a short piece on the Committee meetings with the first update completed following the NSAC meeting on Monday, 25<sup>th</sup> July.
- RC said that AMOC will do a blog over the coming months on each chapter of the recently published safeguarding Ireland report '***Recognising RISKS – Sharing RESPONSIBILITIES***'.
- In relation to wider public awareness campaigns, RC outlined that the plan originally had been to do something in relation to the Assisted Decision-Making (Capacity) Act. However, because the Act will now not commence fully until much later in the year, Safeguarding Ireland had changed its public awareness plans.
- The next significant public awareness campaign will take place in mid-September and will look at the areas of Planning Ahead, specifically in relation to the making of Enduring Power of Attorney and Advance Healthcare Directives. The campaign will include content for social media, press release, posters, some advertising, etc.
- National Adult Safeguarding Day will take place on Friday, 11th November. This year, S.I. will partner with all of the stakeholders but particularly with the HSE who have indicated that they will make a significant financial contribution toward the Day. The Day will focus on a number of messages,

National Safeguarding Ireland (trading as Safeguarding Ireland) (a company limited by guarantee) CRO #612163.

RCN #20204851 Contact: [paschal@safeguardingireland.org](mailto:paschal@safeguardingireland.org)

Directors: David Byrne, Colm Nolan, Louise O'Mahony, Annmarie O'Connor, Nora Owen, Amanda Phelan, Phelim Quinn, Patricia T Rickard-Clarke (Chair), Mervyn Taylor.

including clarity on how to report concerns of abuse; people's rights, independence and choice; finances; and place of care. Ronan said that the exact messages had to be fully developed. He also said that there would be three videos on related topics developed in September. Other plans include advertising, press releases, information leaflets, posters and an online conference. He said he will link in with the BPF and also try to engage with An Garda.

- There followed some discussion in relation to National Adult Safeguarding Day. There was general agreement that An Garda would be an important partner.

#### **9. State Payments Group.**

- The Chair invited AMOC to update the meeting on the State Payments Group.
- AMOC said that a very good meeting of the group took place on 25th July. The State Payments Group has a work plan in place for 2022 and there are six projects on this workplan all of which are currently progressing.

#### **10. AOB**

- The Chair drew the Board's attention to a number of documents that had been circulated as part of this agenda item. These included the SI Memorandum and Articles of Association, the SI Risk Register, the updated SI Complaints Policy and the Charities Governance Code. The Chair said that it is very important that Board members familiarise themselves with all of these documents and he asked for assurance that Board members had read and understood these documents.
- PQ referenced the risk related to hardcopy records on the Risk Register and asked if this matter had been dealt with. PM said that some hard copy files had been held in the offices of HIQA and that he had received these electronically in recent months and would clarify if the hard copy files had been destroyed. PQ suggested that a record be kept of files that are deleted or destroyed. He suggested that the Risk Register be updated to note deletion of the files once this is confirmed.
- The Chair noted that individual passwords to the Board members' section on the website had been changed since the last meeting.
- PQ suggested that the Complaints Policy should include a report on complaints at every Board meeting to ensure transparency and oversight by the Board. This was agreed by the Board and the Complaints Policy to be amended to reflect this. MT suggested adoption of the revised Complaints Policy following amendment and PQ seconded this. It was also agreed that complaints should be a standing item on the agenda for Board meetings.
- PQ referenced the need for succession planning and he said that this matter might be discussed at the next meeting along with a skills audit of board members. This was agreed by the Board.
- AMOC suggested consideration of representation at board meetings by the people that we represent. This to be discussed at the next

Board meeting.

- PQ queried the process in relation to abuse concerns notified to SI. PM said that abuse concerns invariably come in by e-mail to the SI e-mail address. These are normally sent by RC to PM who responds to these concerns. The response is usually guidance on where to go or advice in relation to the concerns. PM suggested he would give a summary of the concerns at the next Board meeting and this was agreed.



**Actions from meeting.**

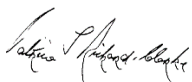
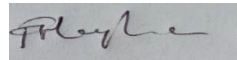
<b>No.</b>	<b>Action</b>	<b>Timeframe</b>	<b>Resp.</b>
1	File amended and approved Minutes of Board Meeting May 23rd.	End August.	PM.
2.	Write letter to Minister for Health in relation to representation on the Mental Health Commission.	End August.	PTRC, PM.
3.	Continue to engage with the Department of Justice in relation to extension of the provisions of the Domestic Violence Act.	Ongoing.	PTRC, PM.
4.	Write follow up letter to Mr. Liam Woods HSE in relation to adult safeguarding and the Regional Health Authorities.	End August.	PTRC, PM.
5.	Continue preparations for National Adult Safeguarding Day, including engagement with PA Reference Group, An Garda, clarification from HSE on its requirements.	Ongoing.	PTRC, CN, RC, PM
6.	Read and know the SI Memorandum and Articles of Association, the SI Risk Register and the Charities Governance Code.	Immediate.	All Board members.
7.	Clarify if SI hard copy file, previously held in HIQA office, had been destroyed.	August.	PM.
8.	Update Risk Register in light of no. 7 above.	August.	PM.
9.	Maintain register of deleted/destroyed SI records.	Ongoing.	PM.
10.	Update Complaints Policy to comply with Board requirements under AOB in minutes above.	August.	PM.
11.	Provide summary to Board of adult safeguarding concerns received by SI.	September.	PM.
12.	Complaints to be standing item on Board agenda.	Ongoing.	All.
13.	Succession Planning to be on Agenda for next Board meeting.	September.	PM
14.	Agenda item for next Board meeting – consider representation by the people that SI represents.	September	PM

**Meeting Concluded at 18.00**

**Next Meeting: 13<sup>th</sup> September.**

**Signed: Patricia Rickard-Clarke.**

**Paschal Moynihan.**

**Chair.**

**Secretary.**

**National Safeguarding Ireland (trading as Safeguarding Ireland) (a company limited by guarantee) CRO #612163.**

**RCN #20204851 Contact: [paschal@safeguardingireland.org](mailto:paschal@safeguardingireland.org)**

**Directors:** David Byrne, Colm Nolan, Louise O'Mahony, Annmarie O'Connor, Nora Owen, Amanda Phelan, Phelim Quinn, Patricia T Rickard-Clarke (Chair), Mervyn Taylor.