

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

8th March, 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
Geraldine Sutton.	PSW, HSE		X	GS
Ronan Cavanagh	Cavanagh Communications.	X		RC
Paschal Moynihan.	Safeguarding Ireland.	X		PM

ISSUED IN ADVANCE:

- **Board Documents.**
 - Agenda.
 - Draft Minutes of meeting 18th January, 2022.
 - Final approved Minutes Board Meeting 2nd November, 2021.
 - Activities Jan. 1st to March 1st. 2022.
 - S.I. Financial Report to Board Jan. 5th to Feb. 28th, 2022.
 - Draft Charter v.11.
 - Draft Charter Rationale document.
 - Draft SI Strategy 2022 to 2025 v.8.

- **Correspondence.**
 - Email from CRA dated March 1st re survey on classification of charities.
 - Copy of email dated Feb., 28th from Mary Butler, Minister for Health and Older People, re long term care, in response to SI letter dated 17th August 2021.
 - Email from OptiNet dated February 4th re IT security.

- **Draft Updated Policies. and other documents.**
 - Conflicts of Interest.
 - Communications.
 - Data Policy.
 - Risk.
 - Draft ToR State Payments Group.
 - Draft Trustee Handbook.

- **Other updated docs.**
 - Risk Register.
 - Compliance Record Form.
 - Detailed Internal Financial Controls.

- **SI Submissions.**
 - Submission on Homecare Jan., 2022.
 - Submissions to DSS on Phase 2 consultation on draft Codes –
 - Draft Code of Practice for Co-Decision Makers.
 - Draft Code of Practice for Decision Making Assistants.
 - Draft Code of Practice for Decision Making Representatives.
 - Draft Code of Practice for Attorneys.
 - Draft Code of Practice for Court Friends.
 - Draft Code of Practice for General Visitors.
 - Draft Code of Practice for Independent Advocates.
 - Draft Code of Practice for Special Visitors.
 - Copy of SI Advocacy Scoping Document.
 - General Observations on Draft Codes Phase 2.

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

RCN #20204851 Contact: 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 of 18th January, 2022.

Actions from meeting.

No.	Action	Status	Resp.
1	Follow up with the Dept. of Justice on the Domestic Violence Act.	Not completed – agenda item under research.	PTRC & PM
2.	Political engagement re legislation and Safeguarding Day.	Ongoing.	DB
3.	Consider advance media purchase for 2022.	Not complete - see minutes below.	RC
4.	Compliance Report to be updated following review of policies and Strategy agree.	Complete.	PM
5.	Risk Register to be updated following report from OptiNet.	Complete.	PM
6.	Letter to HSE from S.I. re status of new safeguarding policy	Awaited.	PTRC & PM
7.	SI expenditure to be approved in advance by Chair and Treasurer.	Ongoing.	ALL
8.	Develop Draft Workplan in line with budget.	To be finalised.	PTRC, CN, PM
9.	Seek meeting with JP Nolan.	Complete.	PM
10.	Update of Detailed Internal Financial Controls Document based on risk assessment.	Complete.	PM.
11.	Finalise draft Safeguarding Charter.	Complete.	PQ & PM
12.	Commission a follow-up poll on awareness of safeguarding.	Awaited.	PTRC & RC
13.	Suggestions on Draft strategy 2022-2025 to PM.	Complete.	All.
14.	Review Policies -C of I, Communications, Data, Risk.	Complete.	All.
16.	Suggestions re Trustee Handbook/Induction Pack to PM	Complete.	All

1. Welcome.

- The Chair welcomed all to the meeting and noted apologies as above.

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. Board Update.

- The Chair informed the Board that Geraldine Sutton (GS) would not be attending further Board meetings of SI due to moving to Primary Care Services. The Chair said that she had asked GS if she would remain a member of the National Safeguarding Advisory Committee as a representative of Primary Care Services and GS is to confirm with the Chair.
- All Board members joined in wishing GS well in her new role and expressed their gratitude for her contribution to S.I. It was agreed to issue a letter to GS expressing the Board's gratitude.

4. Draft Minutes of Meeting 18th Jan.

- There were no suggested amendments to the draft minutes and they were adopted.

5. Actions from previous meeting.

- The Chair updated the meeting on status of actions from previous meeting as per table above.
- In relation to a meeting with the Dept. of Justice, the Chair stated that SI will seek a meeting when the research document on a framework for adult safeguarding legislation is finalised. The Chair suggested setting up a subgroup of the Board to plan for meeting with the Minister.
- In relation to advance media purchase for 2022, this is now not considered appropriate as budget constraints will mean less radio advertising.

6. Finance Update.

- The Chair noted that CN and RC needed to leave the meeting early and asked if they would update the Board on the financial position and public awareness. The meeting would return to the agenda order after the updates.
- CN referred the meeting to the finance update circulated prior to the meeting.
- TH confirmed that all of the documentation relating to the grant funding for 2022 had been received in his office and it had been issued to Finance Dept. for processing.

7. Public Awareness.

- The Chair invited RC to update the meeting in relation to public awareness.

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- RC said, that as SI awaited its final budget for 2022, public awareness activity had been relatively quiet thus far this year. He said that it is important that SI remain active in relation to public awareness activities as there had been significant focus on safeguarding over the last year and this momentum needed to be maintained. He said that there are some vehicles that SI can use to raise public awareness and gave examples of the Dr. Browne research paper when finalised and the launch of the Safeguarding Charter. He also suggested a public awareness campaign, perhaps related to advance planning and EPAs, in May.
- RC suggested a second campaign in August/September and a final campaign in November to coincide with National Adult Safeguarding Day. He suggested that SI could concentrate on videos and social media primarily for the campaigns and also continue with its work on press releases, social media, printed materials and limited advertising. He said it would also be beneficial to increase stakeholder involvement this year.
- DB suggested that, when the LRC report is published, this will provide an opportunity to further highlight the need for adult safeguarding legislation.
- NO said that, when the date of publication of the LRC report and dates related to other matters are available, SI should draft press releases approx. 3 weeks in advance – this allows media organisations time to book slots.
- AMOC said that SI should look for all opportunities to highlight the adult safeguarding agenda, for example, the review of the Central Bank’s Consumer Protection Code.
- PQ queried if SI had provisional costs and confirmation of budget. CN stated that during the first quarter of this year, while awaiting budget, the approach had been low key. He said that PTRC, RC, CN, PM were meeting shortly to draft a workplan for 2022 within budget and to ensure value for money. He also said that SI should commission a Red C poll on awareness of safeguarding to gain some indication of the effectiveness of campaigns to date. He also suggested that SI should seek a meeting with the HSE again to get an indication if it was in a position to fund specific projects.
- The Chair suggested the setting up of a subgroup as above and PQ agreed that a sub group of SI to review Dr. Browne report and plan activities accordingly.

8. Activities.

- The Chair referred to the Activities Report and highlighted some specific matters.
- The Chair said that SI had made a submission on the General Draft Scheme and Heads of Bill on the ADMCA but had not been invited to attend the Oireachtas Committee hearing on this.
- SI had had meetings with the IBCB, BPFI, ILCU and Ulster Bank in relation to the ADMCA and the changes in banking arrangements. These meetings had generally been positive.
- She also said that SI had made detailed submissions on the draft Codes of Practice issued by the DSS as part of its Phase 2 consultation on the codes.
- The Chair also said that she is engaging with the Circuit Court on the

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commencement of the ADMC Act.

- The Chair referred to suggestions and discussions in earlier meetings in relation to meeting with the Minister for Justice. She noted that the Minister is proposing the establishment of a body in relation to domestic violence and said that this body should be expanded to be a national adult safeguarding body. She suggested that, when the Dr. Browne report is finalised, SI will seek a meeting with the Minister.
- AP said that research has demonstrated that domestic violence can be a lifelong matter and there is transferability between domestic violence and other forms of abuse.
- MT said that we are now in a defining moment and need to continue to highlight the issue of adult abuse. He suggested that SI might consider doing an editorial for Irish Times.
- DB agreed that SI needs now to continue highlighting adult safeguarding at every opportunity and engage with public bodies and politicians at every opportunity.
- The Chair said that there is no one body dealing with adult safeguarding matters and that SI gets many queries and requested for advice.

9. Draft Strategy.

- The Chair asked PM to update the meeting in relation to the draft SI Strategy 2022 to 2025.
- PM said that, following the last Board meeting, there had been a number of further suggestions relating to the draft strategy and these had been, for the most part, included in the current draft. He said that the Vision had been removed and the content had been inserted under the Mission. He also said that there had been some suggestions in relation to training but, in the end, these had not been included as SI does not have the capacity for this.
- PM suggested that the Board need to finalise the strategy as it will guide the work for the next 4 years.
- NO queried review and the Chair said that annual reviews are built into the draft.
- NO proposed adoption of the Strategy and this was seconded by PQ.

10. Adult Safeguarding Charter.

- The Chair invited PQ to update the meeting in relation to the draft Adult Safeguarding Charter.
- PQ stated that there had been quite significant consultation in relation to the Charter, with engagement with the National Safeguarding Advisory Committee and through a consultation group derived from that Committee. He also said that there had been a Charter Review Panel established following the launch of the draft Charter on Adult Safeguarding Day.
- He said that PTRC, PM and PQ had met with-service providers in relation to advice on web access to the Charter to make the signing and hosting of the Charter as simple and straightforward as possible.

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- AMOC proposed adoption of the Charter and it was seconded by MT.

11. Reviews and Updates.

- The Chair invited PM to update the meeting in relation to recent reviews and updates.
- PM said that, at the last meeting, it was brought to the Board's attention that a number of policies were due to be reviewed. Policies due for finalisation today were revised policies on Conflicts of Interest, Communications, Risk and Data. PM said that a number of amendments to these policies had been suggested following the last Board meeting. These amendments had now been incorporated into the revised policies. The revised policies were adopted by the Board without any further amendments.
- PM said that a number of other policies, namely the policies on Complaints, Record Retention, Data Security, Data Sharing, Whistleblowing and Safeguarding were now also due for review. The Chair asked if Board members would consider these policies and suggest any amendments to PM prior to the next Board meeting in April.
- PM informed the meeting that the Detailed Internal Financial Controls Document and the Risk Register had also been updated to reflect recent changes, primarily the IT security checks completed by OptiNet.
- PM informed the meeting that the Compliance Record Form had also been updated to reflect recent changes.
- PM informed the meeting that the draft Trustee Handbook had been revised following suggested amendments by some Board members and the revised version was adopted by the Board.
- The Chair invited AMOC to update the meeting on the draft Terms of Reference of the State Payments Group. AMOC said that the draft Terms of Reference had been discussed at the most recent State Payments Group meeting and there were no changes. The Board approved the draft Terms of Reference.

12. AOB.

- The Chair updated the Board in relation to the publication of the HSE Wardship Guidance document. She said that the Board would be writing to Mr. JP Nolan and Ms. Yvonne O'Neill of the HSE acknowledging publication of this document.
- The Chair mentioned to the Board that the Charities Regulatory Authority had recently indicated its intention to classify charities and had issued a questionnaire. She said that SI would be responding to that questionnaire.
- The Chair noted that the AGM of Safeguarding Ireland will likely take place on 7th June to coincide with the scheduled Board meeting on that day.

Actions from meeting.

No.	Action	Timeframe	Resp.
1	Write to GS on behalf of the Board expressing its gratitude and good wishes.	End March.	PTRC & PM
2.	Finalise approved Board minutes of 18 th January.	End March.	PM
3.	Finalise Workplan for 2022.	April.	PTRC, CN, RC, PM.
4.	Try to arrange a further meeting with JP Nolan of HSE.	March/April	PTRC & PM.
5.	Letter to HSE from S.I. re status of new safeguarding policy	April.	PTRC & PM
6.	Commission RedC poll on safeguarding awareness as comparator to poll conducted in 2016.	April.	PTRC & RC.
7.	Establish sub group of SI to review Dr. Browne report, arrange a meeting with Minister for Justice and plan activities accordingly.	April	PTRC.
8.	Arrange publication of SI Strategy 2022-2025.	March/April	PM
9.	Finalise arrangements for Adult Safeguarding Charter.	April.	PQ & PM.
	In advance of next meeting, Board members to review policies on Complaints, Record Retention, Data Security, Data Sharing, Whistleblowing and Safeguarding – forward any suggested amendments to PM.	Mid April	All.
10.	Circulate Trustee Handbook to Board members.	Mid April.	PM.

Meeting Concluded at 16.45.

Next Meeting: 26th April.

Note meeting dates for 2022.

18 January

08 March

26 April

07 June

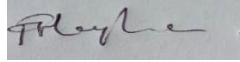
26 July

13 September

01 November

Signed: Patricia Rickard-Clarke.

Paschal Moynihan.



Chair.

Secretary.