

*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**

**November, 1st, 2023.**

<b>NAME</b>	<b>PRESENT</b>	<b>APOLOGIES</b>	<b>INITIALS</b>
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:**

<b>NAME</b>	<b>POSITION</b>	<b>PRESENT</b>	<b>APOLOGIES</b>	<b>INITIALS</b>
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 13<sup>th</sup> September, 2022.
- Final approved Minutes Board Meeting 26<sup>th</sup> July, 2022.
- Financial Report to 31<sup>st</sup> Oct.
- Complaints record.
- Record of concerns Sept. to Oct. 2022.
- Record of deleted files.
- Risk Register Sept. 2022.
- Updated SI Activities summary.
- SI Annual Report 2021.

- **Correspondence.**

- IASW letter to Minister Rabbitte July 2022.
- Letter of Enquiry from Revenue 4<sup>th</sup> August 2022.
- SI letter to JP Nolan 17<sup>th</sup> Oct., 2022.
- Letter to Minister Finance 10<sup>th</sup> October.
- Letter to Minister for Health 22<sup>nd</sup> July.
- Letter from Revenue confirming charitable status.
- Email to SI from Dept. of Environment, Climate & Comms. 19<sup>th</sup> Oct.
- Email from Dept of Justice 15<sup>th</sup> Sept.
- Letter from IASW 7<sup>th</sup> Oct.
- Email from Dept. of Finance 22<sup>nd</sup> September.

### Actions from meeting 13th September.

No.	Action	Status	Resp.
1	File amended and approved Minutes of Board Meeting July 26th.	Complete.	PM.
2.	In meeting with HIQA, ask about status of report being conducted jointly by HIQA and the NTPF.	Complete.	PTRC, RC, PM.
3.	Follow up with Dr. Donnelly UCD in relation to conference in Q1 2023.	Ongoing.	PTRC, PM.
4.	Continue with plans for National Safeguarding Day.	Ongoing.	PTRC, RC, PM.
5.	Follow up with HSE in relation to funding National Safeguarding Day.	Ongoing.	PM.
6.	Send a copy of the SI presentation prepared for The Wheel to COC for any suggestions she might have in relation to it.	Complete.	PM, COC.
7.	Safeguarding Concerns notified to SI be standing item on Board meetings agenda.	Ongoing.	PM.
8.	Complaints to be a standing item on agenda for Board meetings.	Ongoing.	PM.
9.	Complaints policy to be updated to reflect agenda item for each Board meeting to include nil complaints also.	Complete.	PM.
10.	Organise EGM to consider amendment to A of A.	Complete.	DB, PM.
11.	Set up sub group of Board to consider Board membership.	Ongoing.	PTRC.
12.	Update Risk Register.	Complete.	PM.
13.	Circulate link to case in UK.	Complete.	AP, PM

#### 1. Welcome.

- The Chair opened the meeting and 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. Draft Minutes of Meeting of September 13th.**

- There were no suggested amendments to minutes of meeting of September 13<sup>th</sup>. The draft minutes were approved.

### **4. Actions from previous meeting.**

- The Chair referred to the proposed actions and their status from the previous meeting as highlighted in the table above. The Chair referred to a number of the specific actions.
- The Chair stated that the report being drafted jointly by HIQA and the NTPF had been sent to the Minister and awaiting his review.
- The Chair stated that representatives of SI (PTRC, RC and PM) had met with Sarah Donnelly of UCD re proposed conference. SI suggested that UCD might approach the DSS – they may have access to conference facilities – and awaiting further response from UCD.
- The Chair noted that Adult Safeguarding Day and HSE funding were on the agenda.
- The Chair further noted that complaints and Board membership were also agenda items.

### **5. Correspondence.**

- The Chair referred to recent correspondence, copies of which were included with the Board papers for the meeting.
- Among the correspondences, the Chair noted particularly that S.I. had received correspondence from the DoF in relation to identification requirements when opening bank accounts. She said that SI had written again to the DoF and copied the DSP in relation to this matter, pointing out that the Public Services Card, under the Social Welfare Consolidation Act, cannot be used as identification.
- LOM said that the banks were using a risk-based approach where someone opening a bank account had neither a passport or drivers licence and were trying to assist such people as much as possible.
- The Chair also referred to correspondence to the Minister for Justice in relation to the Domestic Violence Act and coercive control and the narrow definition of ‘relevant person’ under the Act.
- The Chair referred to the letter from Revenue confirming SI’s charitable status and asked CN to update the meeting on this.
- CN said that Revenue had recently reviewed SI’s Charitable Exemption Status. SI had responded to all queries and supplied the relevant documentation and he was pleased to report that Revenue had confirmed SI’s continued charitable status.

- The Chair noted that SI had written to JP Nolan of the HSE on a number of issues, including continuation to host the 5 nations Conference series, jurisdictional challenges and training needs.
- The Chair referred to the letter from the IASW and suggested that the Board should discuss its response at the end of the meeting.

## 6. Activities.

- The Chair referred to the Activities Report update which had been circulated with the documents for the meeting. The Chair highlighted a number of the activities.
- On September 14th, SI (PTRC, MT, AMOC, PM) met with the DoH re its Adult Safeguarding Policy as part of the Department's consultation on the policy. The DoH said that SI may be invited back again when the policy is almost at final draft stage.
- On September 14<sup>th</sup>, SI (PTRC, PM), HSE and Sage met with HIQA representatives re outstanding debt and financial abuse in nursing homes.
- On October 3<sup>rd</sup>, the Central Bank of Ireland launched its Discussion Document on the Review of the Consumer Protection Code. The CBI also gave a presentation at the recent National Safeguarding Advisory Committee meeting.
- On October 19<sup>th</sup>, representatives of SI (PTRC, PM) met with representatives of the Department of Health re Protection of Liberty Safeguards.

## 7. Finance Update.

- The Chair invited CN to update the meeting in relation to SI's current financial position.
- CN, prior to moving to the Financial update, referred to the earlier conversation in relation to SI's charitable status. He informed the meeting that Revenue had recently reviewed SI's Charitable Exemption Status and that Revenue had confirmed SI's continued charitable status. However, he noted that any change to the SI Articles of Association and/ or Memorandum of Understanding will need to be notified to Revenue.
- In relation to this, PM informed the meeting that any proposed changes to the SI Articles of Association and/or Memorandum of Understanding will need to be notified in the first instance to the CRA and, if approved, he will then notify CN to notify Revenue.
- CN referred to the Finance update circulated with the Board documents for the meeting.
- The Chair thanked both CN for the finance update and RC for his continued work on Adult Safeguarding Day.

## 8. Public Awareness.

- The Chair invited RC to update the meeting in relation to Adult Safeguarding Day.
- RC stated that plans were continuing in relation to Adult Safeguarding Day

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.

scheduled to take place on 11<sup>th</sup> November.

- RC said that the physical packs had been sent to each of the contacts on Safeguarding Ireland's list. This included people on the National Safeguarding Advisory Committee and others. He said packs had been sent to each of the HSE Safeguarding and Protection Teams and the packs included badges, leaflets, posters, etc. He said extra packs had been sent to the HSE NSO. He said there were additional plans to post to other people in the next few days.
- RC also said that there will be material posted online. He said the messages for the day contained two key themes, namely prevention and responding to adult abuse.
- RC said that the prevention will focus on decision-making and supporting individual decision-making. In developing the messages, SI had worked closely with the NSO, the Safeguarding and Protection Teams and the Gardai.
- RC also referred to a seminar scheduled for the afternoon of Thursday November 10<sup>th</sup>.
- RC referred to videos which had been filmed in September and these will go on to the SI website to coincide with Adult Safeguarding Day.
- A photo call has been arranged with the Garda Commissioner and Stephen Mulvaney of the HSE at Garda headquarters for Wednesday 9<sup>th</sup> November. SI will also issue a media statement and there will be advertising on local radio week commencing November 7<sup>th</sup>.
- TH said that the HSE had recorded brief 20 second videoclips which they will put up online.

## 9. Training.

- The Chair said that SI receives many requests in relation to adult safeguarding training. She invited PM to update the meeting.
- PM said that SI had recently delivered training to The Wheel and he thanked COC for her advice on the presentation. He also said that training is planned for other organisations including the ICGP.
- The Chair said that SI receives a lot of enquiries regarding training and that they direct these to the HSE NSO or HseLand. However, some organisations cannot or will not use HseLand. COC said that the Children First programme is a statutory programme and is delivered online.
- TH said that adult safeguarding training is often delivered by the HSE outside of health and social care settings. However, he said that it can be a challenge as the HSE does not have the resources to deliver all training.

## 10. Adult Safeguarding Concerns.

- The Chair noted that, at the July Board meeting, concerns would be an agenda item for each Board meeting. She invited PM to update the meeting in relation to this issue.
- PM noted that the concerns for Sept. 12<sup>th</sup> to Oct. 23<sup>rd</sup> had been issued with the meeting documents. He said that there had been four concerns as outlined.

**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.

## 11. Complaints.

- The Chair noted that there had been two complaints to SI since the last Board meeting on 13<sup>th</sup> September. One related to a query in relation to ward of court complaints. The Chair noted that it was not a complaint about SI but rather a query on Safeguarding Ireland's paper *Review of current practice in the use of wardship for adults in Ireland* published in 2017. SI had responded to the query.
- The other complaint referred to two members of the Board of SI who were involved in Sage Advocacy at a time when complainant was informed by Sage Advocacy that the complainant's needs were outside the scope of Sage Advocacy services. The complainant was dissatisfied with this response. SI consider it not a valid complaint in relation to SI.

## 12. IASW Letter.

- The Chair referred to the letter that IASW received from the IASW and stated that SI would need to respond to the letter.
- TH and COC excused themselves from the meeting at this stage.
- There was a discussion in relation to the response to the IASW letter.
- It was agreed that the SI response should be brief and should accept the invitation of the IASW to meet.
- A draft letter to IASW would be circulated to the Board for any final suggestions.

## 13. Board Membership and Succession Planning.

- The Chair invited PQ to update the meeting in relation to this item.
- PQ outlined that a subgroup looking at board membership and succession planning had met earlier in the month. They considered the content of a board skills matrix developed by the IOD. The matrix outlined the quality and required skills for an effective board. It was also noted in the discussion that, as the prospect for the development of national adult safeguarding policy and legislation was emerging, there was a need to consider the types of skills and influencers needed for the next and crucial part of SI's objectives. In this regard, some suggestions were made as to the types of individuals that could be approached with these skills.
- It was also noted that PTRC should arrange to have one to one conversations with Board members to ascertain their intentions regarding board membership so that a staggered approach to replacement can be undertaken in line with good governance practice.
- It was agreed that PQ would reflect the subgroup discussion and create a matrix for consideration at the next SI meeting.
- The meeting also commenced a discussion on the supports required by the Board in this next phase of its development.



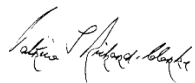
**Actions from meeting.**

**Actions from meeting.**

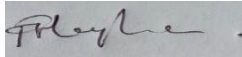
No.	Action	Timeframe	Resp.
1	File approved Minutes of Board Meeting 13th September.	End November.	PM.
2.	Notify CN if change to A of A agreed at EGM on 1 <sup>st</sup> November is approved by CRA.	??	PM.
3.	Notify Revenue of change to A of A when approved by CRA – se above.	??.	CN>
4.	Continue with plans for National Safeguarding Day.	Ongoing.	PTRC, RC, PM.
5.	Follow up with HSE in relation to funding National Safeguarding Day.	Ongoing.	PM.
6.	Follow up safeguarding concern re images and revert to COC re referral to S&PT	Immediate.	PM, COC.
7.	Respond to complaints.	Immediate.	PTRC & PM.
8.	Draft letter in response to IASW letter and circulate to Board for final suggestions.	Immediate.	PM.
9.	Respond to IASW letter.	Mid November.	PM.
10.	Continue review of Board membership and succession planning.	Ongoing.	PQ. PM.

**Next Meeting: January, 24th.**

**Signed:**



**Patricia Rickard-Clarke,  
Chair. 10<sup>th</sup> Feb., 2023.**



**Paschal Moynihan,  
Secretary. 10<sup>th</sup> Feb., 2023**