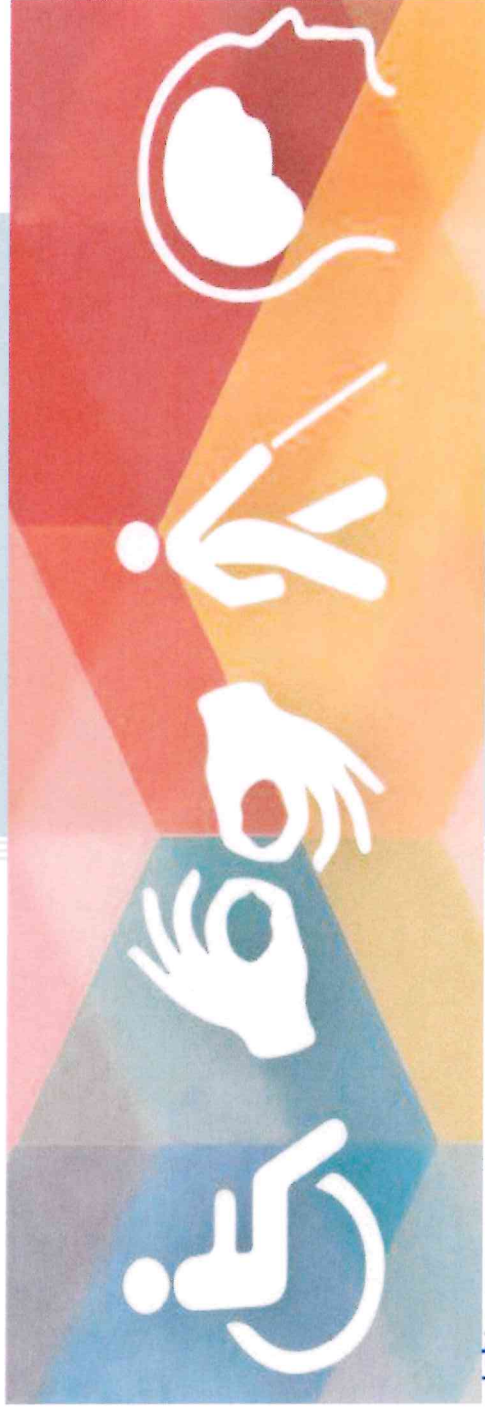


2022

# Annual Report



## Cork Centre for Independent Living

## VISION

The independent living ethos supports the current vision and objectives for services for people with disabilities in Ireland where 'people with disabilities to the greatest extent possible, have the opportunity to live a full life with their families and as part of their local community, free from discrimination'

# Cork Centre for Independent Living

## MISSION

'To empower people with disabilities to maximise choice and control over their lives and achieve equal participation in mainstream society.'

## VALUES

Underpinned by the philosophy of independent living, we are committed to promoting self-determination and equal participation in the community for people with disabilities. The experience and perspectives of people with disabilities are integral to the organisation which adheres to the principles of transparency, accountability, honesty and integrity.'

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### Independent Living:

- To ensure that Service Users and Members are central to the review, design, delivery of services.
- To ensure that services and activities are person-centred, based on the assessed needs of our Service Users.
- To promote and support self-directed and self-managed services.

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### Services:

- To offer person-centred, flexible services which support maximum independence and choice for Service Users.
- To ensure transparent and responsible use of resources and be a service provider of choice.
- To implement an information system that will support the governance and management of services.

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### People:

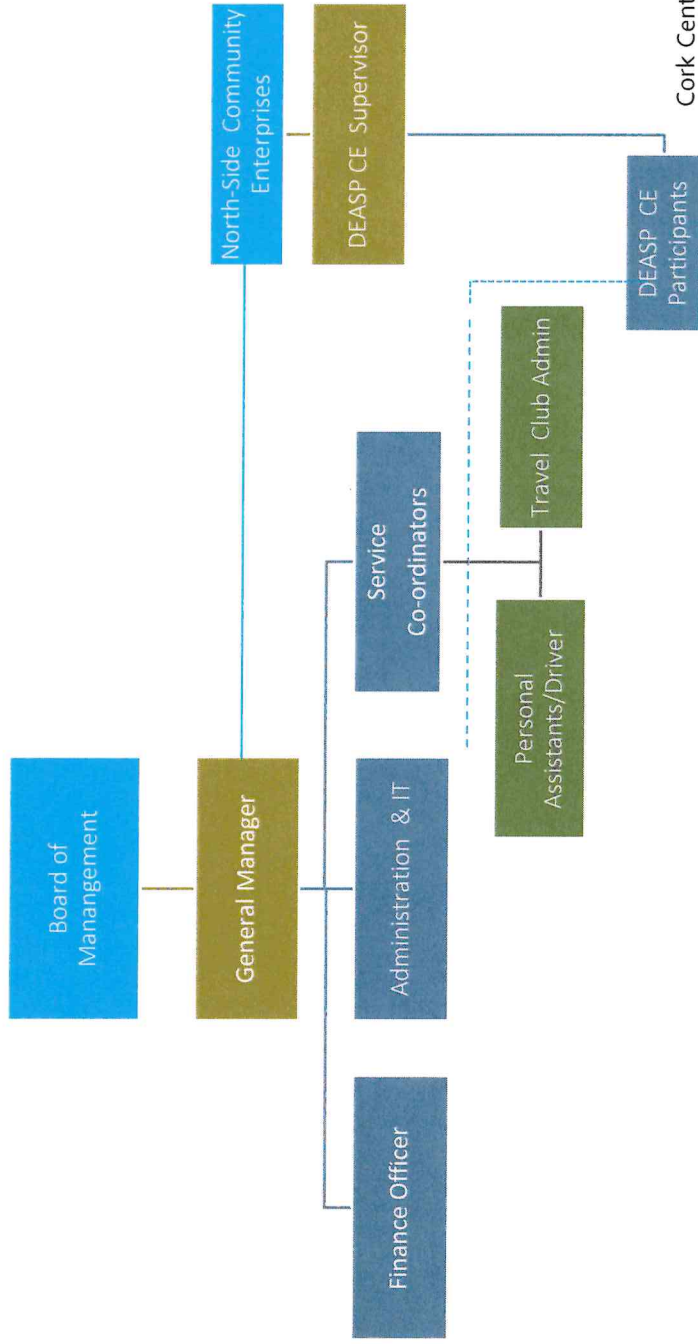
- To continue to improve management and decision-making systems to support staff, manage risk and ensure safe service protocols and practice.
- To support staff development to enhance their skills, increase job satisfaction and maintain service quality.

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### Governance:

- To meet all legal and regulatory responsibilities and to be accountable to all our stakeholders.
- To lead the organisation, its people and services making sure that our vision, purpose, and values remain relevant.
- To ensure the transparent, efficient, and effective use of all our resources.

# Organigram 2022



Cork Centre for Independent Living is a company limited by guarantee without share capital and a registered charity in Ireland [registered Company No 276198]



## Our Trustees -the Cork CIL Voluntary Board of Management

### **MICHELLE CASSELY**

Michelle joined the Board of Management of Cork CIL in April of 2019. A qualified Chartered Accountant with over 10 years financial experience. Family commitments meant that Michell stood down from the Board in July 2022

### **SANDRA BROOKES**

Sandra joined the Board of Management of Cork CIL as a non- executive director in August 2022. Sandra is a qualified chartered accountant with over 10 years financial experience. Sandra currently works as a senior audit manager for a professional services firm.

### **JOHN CRONIN**

John is a keen advocate of the rights of people with a disability and is an enthusiastic believer in the ethos of the independent living movement. An ardent fan of sports John is a double Gold Paralympian Boccia player John played a key role in the foundation of Cork CIL in 1998..

### **DONAL O'SULLIVAN**

Donal has been a member of the Cork CIL Board since 2013. As the CEO of Cooperative Animal Health, a farmer owned Cooperative in the animal medicine and nutrition business. Donal brings a wealth of Board and Governance experience.

### **PADRAIG HANNAFIN**

Padraig has worked in the Communications and Public Affairs Department in the Rehab Care since 2009.

A CIL service user since 2003 when he moved to Cork to study at U.C.C Padraig joined the board whilst a student. Padraig is a keen fan of most sports and plays power soccer for the Kingdom Rebels.

### **NICOLA MEACLE**

Nicola a strong advocate of independent living is one of the people credited with introducing "independent living" to Ireland. Nicola stood down from the Board in October 2022 to pursue her career with ILMi.

### **DAVID O'SULLIVAN**

David has worked in the Agri Supplement manufacturing industry for over 30 years with roles in manufacturing and human resource management. With a particular interest and expertise in Human Resource Management. David has a keen interest in supporting those with disabilities having had a son with severe epilepsy He understands the value that organisations such as CIL can bring to those that need it most. In 2021 David assumed the Role Chairperson.

### **DR GERARD WHITE**

Gerard holds a BA, MA & PhD in Nursing as well as post graduate diplomas in Management, Education Gerard has worked as a clinical nurse for 24 years and as an Advanced Nurse Practitioner in A&E. Gerard is now Asst Director Nursing at the SIVUH. His areas of interest include clinical teaching, trauma management, and ethics in nursing.

## Message from the Chairperson

I have been a member of the Cork CIL Board of Management since 2019. My own background is manufacturing with a Masters in Human Resource Management. From a personal perspective I had a son who suffered from severe epilepsy, so I am only too familiar with the value that organisations such as Cork CIL bring to the lives of people with additional needs. In 2021 I took over the role of Chairperson.

2022 remained a challenging year for everyone health care as well as in Cork CIL. Covid 19 continued to impact activities in Cork CIL. This resulted in regular changes to protocols from the HSE which had to be adapted and implemented by Cork CIL. I would like to thank everyone in Cork CIL who again rose to the challenge adopting new ways of working and adapting to ever-changing guidelines.

The Board (made up of volunteers) continues to oversee activities at all levels of Cork CIL through its monthly board meetings, discussing and making decisions on operational issues that arise in the monthly management report

as well as strategic issues. There are sub groups in place that inform the board. The sub groups meet to review financial issues, risk and a soft service's sub group who looked at and delivered additional activities for not only Cork CIL service users but people from different agencies. These activities included mindfulness drawing, cookery, a visit to An Crann Sensory Garden and a successful Fr Ted themed Table Quiz night where there was over 120 in attendance and raised €533 for SVP.

The Board remains confident in the leadership of our General Manager Pat Beirne, who again successfully navigated Cork CIL through a very uncertain year where there were many challenges had to be overcome, while at the same time upholding the Cork CIL ethos.

We were sorry to learn that Nicola Meacle would stand down from the board in October 2022 to allow her focus on her new role in the ILMi. Nicola was one of the founding members of Cork CIL and Nicola's experience and background provided valuable insight. On behalf of the board and everyone in Cork CIL wish Nicola well in her role with the ILMi.

Sandra Brookes joined the board in 2022, Sandra who works for Deloitte, has a background in finance and has brought a new level of experience and energy to the board since she joined in May 2022.

I would like to thank the Board members who volunteer their time, commitment, ideas and experience for attending the board meetings and for the additional work that has gone on outside the scheduled board meetings all of which has enabled the board to continue to be productive right throughout 2022.

Finally as we go forward together I would like to on behalf of the board express my sincere gratitude to all our staff members and service users as well as their families for making Cork CIL the organisation it is today and into the future.



David O'Sullivan  
Chairperson  
December 2022



## General Managers Report

In 2022 as an Taoiseach announced the easing of almost all COVID-19 restrictions for the general public the rules on mask wearing and isolation remained in place in Cork CIL to continue to minimise and reduce risk. Despite our care and attention 148 staff and service users were directly affected by Covid 19 in 2022 and this had an ongoing effect on service planning and service delivery.

As we moved through 2022 we worked hard to build back the services that had been affected the covid pandemic. We recommenced the referral and waiting list meetings with the HSE and have been able to offer Assisted Living hours to new service users.

Working in a landscape changed by Covid 19 and notwithstanding the challenges that have affected us all, some positive things have resulted.

Our changed world has encouraged us to work differently, using mainstream technologies to increase our connectedness. It has also taught us to look risk differently manage and reduce it.

In 2021 we held a series of workshops with Staff and Service Users..And with the help of a small once off grant under Strengthening Disability Fund ideas from these workshops were actioned in 2022. We were able to offer additional opportunities to service users to augment their on-going service. This included Cookery Classes, Mindful Drawing , Adapted Yoga , Garden Visits, Creative Writing and a great Comedy Night out where over 150 service users, friends and family came together to celebrate.

To offer services we need skilled staff and recruiting skilled and experienced staff has been a challenge. This challenge is experienced across the sector as skilled staff leave burnt out by Covid 19 and new staff not attracted to the sector. With effectively full employment in the state and with so many health and social care providers all looking to recruit from the same pool of staff this challenge is set to remain with us. We are doing our best to attract staff; we pay one of the highest rates of pay to our staff but can no longer match the HSE and S38 Agencies

The funding structure of S39 agencies means that an increase in staff pay is not automatic

and since Covid 19 Cork CIL has slipped behind the HSE rates of pay.

Despite this inequity in pay Cork CIL PA staff continued to offer excellent person centred services and their commitment to Service User and Cork CIL continues to impress me. They deserve to be recognised and valued by us all and Cork CIL along with other Section 39 agencies will continue to advocate for change both locally and nationally..

I want thank David O'Sullivan Chairperson and all the members of the Board for their support during 2022. I again want to recognise the continued support of the Co-ordinators and Administration Team, the hard work and commitment of our PA's, our Travel Club drivers and the understanding and support of our Service Users all of which contributes to making Cork CIL a valuable and valued service.

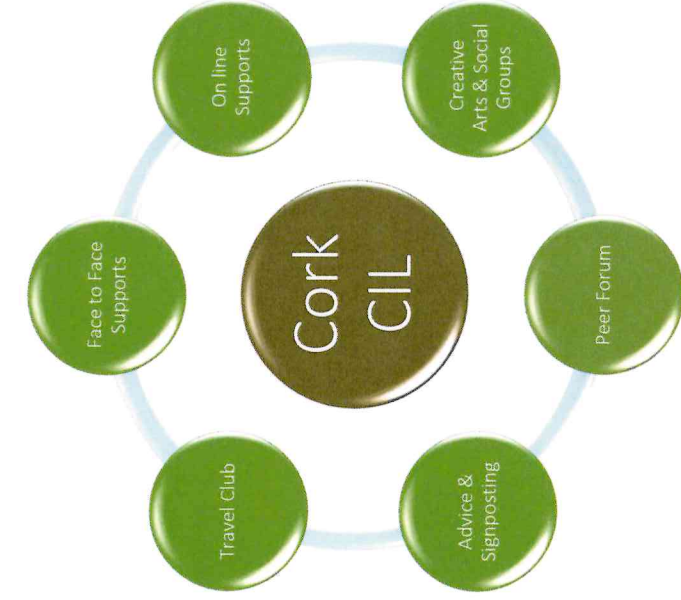


Pat Beirne General Manager  
December 2022

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## What we do...

Cork CIL is a Section 39 HSE funded agency offering Assisted Living community-based, community focussed Personal Assistant services to people with primary physical and sensory disabilities living in HSE CHO4 area of South Lee.



Cork CIL services range from complex services supporting some Service Users in all aspects of their daily life and supporting people to live independently in their own home. Other Service Users have a more defined discreet service to support them engage in social activities important or valuable to them.

There are a number of Service Users who have all their supports from Cork CIL. For others Cork CIL supports are an adjunct to other community services especially home support services and offer another dimension to the community-based supports available. Our Cork CIL Travel Club membership is open to anyone with a disability and members can book to benefit from more affordable accessible local transport.

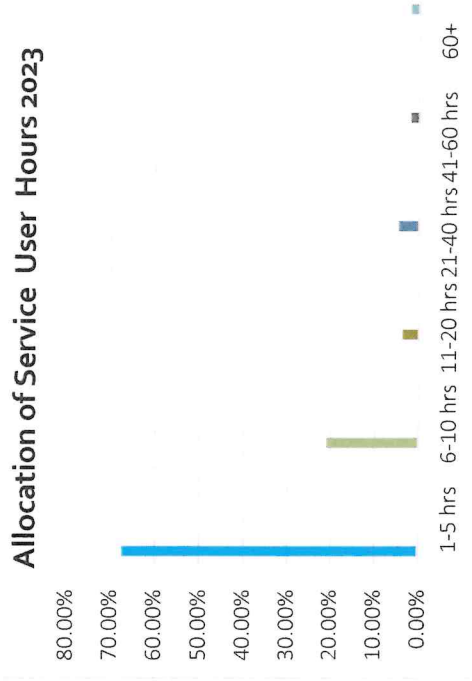
Despite the ongoing challenges Cork CIL continues to work to consolidate our present activities and to promote Cork CIL as a provider of choice as well as develop our services ensuring they respond to the changing needs of our service users and ensuring that they are underpinned by the Cork CIL ethos, of choice and independence.



## Cork CIL Activity 2022

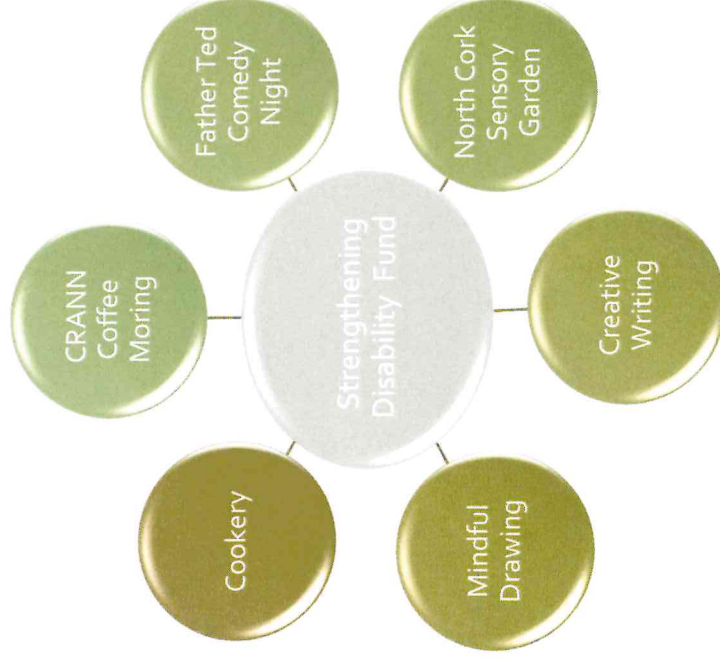
- 99% of the services we provided were on behalf of the HSE as part Assisted Living Services.
- Cork CIL had a total income in 2022 of €1,632,260 and we spent €1,605,022.
- This paid for a total of 62 skilled Frontline Healthcare Workers to provide 53,000 PA hours benefitting 134 Service Users and their families.
- The PA supports range from complex care supporting all aspects of independent living. A Service User may have an allocation in excess of 65 hours a week and Cork CIL is the only community service provider working with that Service User. However, many in fact over 80% of our service users have between 2 and 20 hours a week, often as part of a mixture of services and their CIL PA aims to support them socially to get out and about and feel less isolated.

- The service was supported by 5616 co-ordinator hours, 4230 admin hours, 2340 payroll and finance support and 1123 management hours.



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## Strengthening Disability Services



In 2022 we were successful in securing a small once off grant under the Strengthening Disability Fund and building on from our 2021 workshops offered a range of additional and complementary services and supports

Our service users took part in

- Cookery Classes
- Creative Writing Classes
- Visits to new sensory gardens in North Cork
- Coffee Mornings
- Mindful Drawing Classes



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## Our Risk Management Approach to Quality Services

The importance of delivering person centred and user led services that are both flexible and responsive to the needs of our truly diverse service users and are simultaneously safe and compliant remains our priority. Covid 19 brought an new focus to assessing and managing risk and Cork CIL continues to embed a risk assessment and risk management approach to all that we do.

The Cork CIL Risk Register is reviewed regularly by the Board of Trustees and used it as a tool to identify and prioritise risks and look at how best to mitigate that risk. Our front-line staff are in a unique position and are often the first to identify a potential risk. We are working hard support our staff to work safely by:

- Ensuring that staff all understand from the start that Risk and Risk Management is all our responsibilities and helping staff understand their roles and responsibilities.
- Encouraging and making communication easier and more effective
- Supporting and developing staff through ongoing training and supervision, including the opportunity for Service Co-ordinators to access external supervision in their professional
- Ensuring staff access to up-to date policies , procedures and guidelines and by being confident that these reflect best practice and support compliance.
- Supporting staff to get advice and support to respond to specific risk even out of hours with the On call Supports.



# Investing in Staff Remuneration and Benefits

Pay Scales as @	WTE	Gross PA WTE	Pro rata / Gross hourly pay
1/10/21.			
Grade VIII	0.6	€70,373-€84,877	€42,224-€50,926
V	2.0	€44,128-€53,926	
IV	3.95	€29,249-€46,968	
Pay Scales as @			
1/08/2020..			
PA	24.77	€28,493-€36,862	€14.05-€18.48 p h basic
PA Premia			Time + 1/6th 8pm-12 MN; Time + Time Sunday & PH

## Remuneration

Cork CIL staff are benchmarked against Health Services Executive Consolidated Pay Scales. Personal Assistant Staff aligned to the Home Support grade as at 1/8/2020. 39 hours per week is the full time equivalent [WTE]. In addition staff receive premia for working at antisocial times- 8.00 pm to midnight, Sunday and public holidays.

Administration, Finance and Co-ordinators staff are aligned to HSE consolidated Clerical Grades IV, V and VIII 35 hours p.w. is the full time equivalent [WTE].

## Pension & PRSA

In line with the Pensions (Amendment) Act 2002 all staff have an opportunity to save with a Personal Retirement Savings Account [PRSA] long-term personal pension plan. Currently there is no workplace pension provision Cork CIL however in 2024 there will be Auto Enrolment into an Occupational Pension and Cork CIL are working hard to be confident that we are ready to administer this on behalf of our staff.

## VHI Employee Assistance Programme

Confidential 24/7 service which offers support from general and specialist advice to counselling supports available to all staff and their families.

## Bike to Work Scheme

The Cycle to Work Scheme is a tax incentive scheme which aims to encourage employees to cycle to and from work. Under the scheme all employers can pay for bicycles and bicycle equipment for their employees and the employee pays back through a salary sacrifice arrangement of up to 12 months. The employee is not liable for tax, PRSI or the Universal Social Charge on their repayments.





# Accounts 2022<sup>1</sup>

## Cork Centre for Independent Living CLG

A Company Limited by Guarantee (CLG) (limited by guarantee not having a share capital):

### Statement of Financial Activity Income and Expenditure Account For the period ending 31 December 2022

#### Continuing Operations

	12 months ended 31/12/22	12 months ended 31/12/21
Income	1,632,260.00	1,526,653.00
Expenditure	(1,605,021.00)	(1,490,458.00)
Surplus for the Financial Year	27,239.00	36,175.00
Retained Surplus (loss)/ brought forward	424,269.00	388,094.00
Retained Surplus (loss)/ carried forward	451,508.00	424,269.00

The financial statements were approved by the Board on  
26<sup>th</sup> July 2023 signed on its behalf by:

David O'Sullivan  
Director

Padraig Hannafin  
Director

Date: 26<sup>th</sup> July 2023

<sup>1</sup> Accounts will be published online at [www.corkcil.ie](http://www.corkcil.ie)



# Accounts 2022

## Cork Centre for Independent Living CLG.

A Company Limited by Guarantee (CLG) (limited by guarantee not having a share capital):

Balance Sheet as of 31<sup>st</sup> December 2022

	31/12/2022	31/12/2021
<b>Fixed Assets</b>		
Tangible assets	11,616.00	16,963.00
<b>Current Assets</b>		
Debtors	14,164.00	97,903.00
Cash & Cash Equivalents	415,713.00	424,896.00
	556,877.00	522,799.00
<b>Creditors: amount falling due within 1 year</b>		
Net Current Assets/(Liabilities)	(116,985.00)	(115,493.00)
<b>Net Current Assets/(Liabilities)</b>	439,892.00	407,306.00
<b>Total Assets Less Current Liabilities</b>	451,508.00	424,269.00
<b>Accruals and Deferred Income</b>		
<b>Net Assets/(Liabilities)</b>	451,508.00	424,269.00
<b>Reserves</b>		
Statement of income and retained earnings	451,508.00	424,269.00
<b>Members Funds</b>	451,508.00	424,269.00

The financial statements were approved by the Board on 26th July 2023 and signed on its behalf by:

David O'Sullivan  
Director

Padraig Hannafin  
Director

Date: 26<sup>th</sup> July 2023





### **The Board of Management**

David O’Sullivan Chairperson  
 Padraig Hannafin  
 Johnny Cronin  
 Donal O’Sullivan  
 Dr Gerard White  
 Michelle Casserly Treasurer (resigned June 2022)  
 Nicola Meacle (resigned October 2022)  
 Sandra Brookes (appointed August 2022)



### **Auditors**

Fitzgerald & Associates  
 6 Sullivan’s Quay  
 Cork



### **Solicitors**

Whelan’s Solicitors  
 Grattan Court  
 Cork



### **Bankers**

Bank of Ireland  
 70 Patrick Street  
 Cork

Allied Irish Bank  
 6/7 Blackpool Retail Park  
 Cork



### **Head Office Staff**

Pat Beirne	GM & Company Secretary
Vicky Chan	ALS Co-ordinator
Sharon Lyne	ALS Co-ordinator
Claire Murphy	ALS Co-ordinator
Sarah Coveney	Finance Officer
Sinead Toibin	Administrative Officer
Martina Mahony	Administrative Officer
Joe West	Travel Club Co-ordinator



### **Northside Community Enterprises**



### **Cork Centre for Independent Living CLG**

Company Registration No 276198  
 Charity Registered No CHY No 12470

### **Head Office**

First Floor, Lawley House, Monahan Road, Cork  
 T12 N6 PY  
 Tel 021 432 2651  
 Website [www.corkcil.ie](http://www.corkcil.ie)  
 E-mail [info@corkcil.ie](mailto:info@corkcil.ie)